

BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
MINUTES FROM THE MEETING
7-23-09

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at approximately 9:00 a.m. by the Chairperson, Ken Lautzenheiser, with the following members present:

Mike Dunlap, Robin Baker, Dale Swift, Rod Olney, Geraldine Spieth

Also present: Steve Todd, Donna Cowden, Jennie Sholly, Rebecca Burns, John Robertson, Maureen Petzko, Dr. Phillips, Steve Betterly and David Pueschel.

The Chairperson, Ken Lautzenheiser, noted that a change in representation from St. Joseph County was made. Rick Shaffer was removed from the Board of Health due to a conflict with his job and replacement was made with David Pueschel. Mr. Pueschel commented that he was very happy to be back on the Board of Health. Mr. Olney moved to appoint Mr. Pueschel to the Finance committee supported by Mr. Dunlap. The motion carried.

Mr. Dunlap moved to approve the Agenda as prepared supported by Mr. Baker. The motion carried.

Mr. Baker moved to approve the minutes as prepared and presented supported by Ms. Spieth. The motion carried. Mr. Pueschel abstained.

Under Public comments – there was nothing at this time.

Communication

The Medical Director comments – Dr. Phillips talked about the HINI flu. Discussed the Health Reform and Cost Control, touched on the new Rabies vaccination doses (reduced from 5 doses to 4) and the National Universal Health Care for everyone was also discussed.

Health Officer's Report – Steve Todd

1. Sturgis Hospital Space Agreement

We have been offered space in the “Garden” level of the old Sturgis Hospital. The space has been offered by the hospital to allow us to continue our relationship with Planned Parenthood and provide access for our clients to Title X Family Planning Services. We have continued to serve as the location for the community's access to Title X Family Planning Services in Three Rivers, Coldwater, Hillsdale as well as Sturgis, even after the federal grant was awarded

to Planned Parenthood. The space that the Sturgis Hospital is offering us will allow us to hold periodic WIC and Immunization clinics as well as have a fixed location for us to conduct County Health Plan enrollments. The exact details of the agreement have yet to be completely worked out, but it will be to our advantage and to the benefit of the residents in the Sturgis area to have a location for Family Planning, County Health Plan Enrollments and periodic WIC & Immunization Clinics. It is my intention for this Agency to enter into an agreement with the Sturgis Hospital. I will keep you informed as to the progress.

2. Federally Qualified Health Center (FQHC)

During the past few months we have been part of an exploratory group in Hillsdale which has been meeting to determine if the community would benefit from the formation of a Federally Qualified Health Center. The FQHC would serve as a source for the primary health needs of the Hillsdale area. This may be a way for the proposed Public Health Dental clinic to be developed as part of the FQHC. As the investigative planning continues, the exploratory group will host informational meetings to seek input from the community.

3. Agency News

On Wednesday evening, July 22nd we served as a site for a Web-base Dental Seminar. This seminar will provide continuing education credits to the dental staff from our local dental offices. There were 27 dental professional that attended last night seminar.

We have reviewed the bids for the roof replacement of our Hillsdale & Three Rivers offices. After meeting with the contractors submitting the lowest bids, I am recommending as an action item under new business that we award the contacts to the lowest bidders.

I will be meeting on August 6th with Dr. Greg Heintschel from MCDC to discuss the operations of the Three Rivers Public Health Dental clinic now that the Medicaid Adult Dental Benefit has been eliminated.

Planning for the seasonal flu vaccination clinics and for the likely H1N1 flu vaccinations is continuing. The seasonal flu vaccine should arrive by the end of September. It is not known when a vaccine for the H1N1 flu will arrive. Testing of the vaccine is starting this week.

The closing of our Sturgis Office is set for July 29th and the moving of equipment, files and supplies to our Three Rivers office is scheduled for July 31st.

Mr. Swift moved to accept and place on file the Health Officer's Report supported by Mr. Dunlap. The motion carried.

Financial Reports – Donna Cowden, Director of Finance, reviewed the reports with the members of the Board of Health. Mr. Olney moved to approve and accept the reports as prepared and presented supported by Mr. Dunlap. The motion carried.

Agency on Aging – Laura Sutter updated the members present and reviewed her Coordinator’s Report as prepared.

The 2010-2012 Request for Proposal Recommendations was discussed at this time. Laura Sutter advised the members present that on Wed. (7-22-09) The Program, Policy and Appeals Committee met to review, discuss and recommend grant proposals submitted for the 2010 Request for Proposal. Mr. Dunlap moved to accept and award the recommendations proposed by the committee supported by Mr. Pueschel. The motion carried.

Prevention Services – Jennie Sholly, Director, reviewed the monthly statistical reports as presented together with an update she prepared.

Community Health Promotion – John Robertson, Director, reviewed his monthly statistics with the members present.

Environmental Health – Rebecca Burns, Director, reviewed the service statistics report together with the Food Service report with the members present.

Committee Reports –

Finance Committee – the expenditures in the amount of \$274,973.69 were reviewed and Mr. Dunlap moved to approve with support coming from Mr. Baker. The motion carried.

Program, Policy and Appeals – nothing at this time

Old Business

Nothing at this time

New Business

The proposed BASIC Resolution was reviewed and discussed at this time. Our current plan needs to be amended with BOH approval to include the following change in new regulations: Effective April 1, 2009 new regulations went into place regarding Medicaid/CHIP special enrollment rights that require an amendment to our current Summary Plan Description. Discussion followed. Mr. Olney moved to approve the Resolution as presented with support with Mr. Dunlap. Roll Call Vote was taken with all members voting to approve. Motion carried.

Roof Bids – Steve Todd advised the members present of the bids received for the roofs at the Three Rivers site and the Hillsdale site. The bids were reviewed and awarded to: Arnold Construction for the Hillsdale building and Advantage builders for the Three Rivers building. Mr. Pueschel moved to approve and the award the bids as discussed with support from Ms. Spieth. The motion carried.

The proposed Environmental Health Fee Increase was discussed as proposed with the Board members present. The increases proposed were small increases as directed in the past. Mr. Dunlap moved to approve the increases supported by Mr. Baker. The motion carried. Mr. Pueschel voted no on the motion.

With no further business the meeting was adjourned.

Respectfully Submitted By:

Maureen S. Petzko, BA
Secretary to the Board of Health