

BBRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH AGENCY  
BOARD OF HEALTH  
MINUTES OF 9-24-09

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:

Rod Olney, Robin Baker, Dale Swift, Dave Pueschel, Geraldine Spieth and Mike Dunlap

Also present: Steve Todd, Maureen Petzko, Donna Cowden, Jennie Sholly, John Robertson, Rebecca Burns, Laura Sutter, Steve Betterly and Don Reed.

Absent: Dr. Phillips

Dave Pueschel moved to approve the agenda as presented with the one addition, Hillsdale County Budget, supported by Robin Baker. The motion carried.

Mike Dunlap moved to approve the minutes from the previous meeting, supported by Rod Olney. The motion carried.

Under Public Comment – there was nothing at this time.

Communication-

Medical Director Comments – Dr. Phillips is absent today due to the death of his father.  
Health Officer Report – Steve Todd presented to the members the following report:

1. H1N1 Flu Vaccinations

Seasonal flu vaccine will not protect against the Influenza A H1N1 virus strain. An H1N1 vaccine will be available starting the first part of October. Like the vaccine for the seasonal flu one shot is being recommended for people 10 years and older and two shots for children less the 10. Our Agency has devoted a great deal of staff time & energy this past month to the coordination and planning of the H1N1 Flu vaccination clinics that we will be held in each community of our district. The first tier target population recommended to receive the H1N1 vaccine consists of pregnant women, health care workers & emergency medical personnel, parents & individuals that provide care to infants under 6 months of age, individuals from 6 months to 24 years old and individuals 25 years of age through 64 years of age who have health conditions associated with a higher risk of medical complications resulting from influenza. The first tier target population was established by the CDC's Advisory Committee based on the population most at-risk for severe illness based on earlier patterns of the illness, hospitalizations and death. Once the demand for the H1N1 vaccine by the prioritized groups has been met locally, the vaccine can be offered to everyone 25 to 64 years old.

Current studies indicate that the risk for the infection among people 65 or older is less than the risk for younger age groups. However, once the vaccine demand among younger age groups has been met, the vaccine will be offered to people 65 and older. We estimate that there are 77,000 people in the first target population.

We are having continuous dialogs with all 4 hospitals in order to coordinate the vaccination of health care workers & doctors. Plans are being developed to have the hospitals administer the H1N1 vaccine to their staff and doctors. Emergency medical personnel will be vaccinated in a combination of ways involving the hospitals and clinics operated by our agency. Pregnant women will be vaccinated by means of joint clinics between the doctors and our agency. These clinics will mostly be at night and on the weekends. Doctors can request the H1N1 vaccine so they can administer it to their patients in the first tier target group. Delivery of the H1N1 vaccine to local hospitals and doctors will flow through this agency so that the vaccine can be distributed throughout our 3 counties.

A series of meetings have been held with the superintendents from all 3 counties. We have used these meetings to determine the best way to conduct school based H1N1 vaccination clinics. Clinics will be held both during school hours and after school. The clinics that need to be held during the day will require the hiring of additional temporary staff. We have no dates set for any of the planned clinics because we do not yet know exactly when we will be receiving the vaccine and how much vaccine we will receive each week. We have made preparations for the storage of large volumes of vaccine by obtaining additional refrigeration.

## 2. Agency News

In the first week of September I congratulated the Agency staff by serving them a pancake & sausage breakfast in each office. I may have found my next career as a short order cook who specializes in pancakes.

Rod Olney moved to accept and place on the file the Heath Officer's Report supported by Dave Pueschel. The motion carried.

Financial Report – Donna Cowden, Director of Finance, reviewed her monthly reports with the members present. Dale Swift moved to accept and place on the file supported by Geraldine Spieth. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, reviewed her monthly report with the members presented.

A Resolution in Support of Home and Community Based Services via State of Michigan Department of Community Health, Office of Services to the Aging Funding was presented at this time to the members for consideration. Mr. Pueschel moved to adopt the Resolution and noted that it was “intensively critical” supported by Mr. Dunlap. Roll call vote was taken at this time and all members voted “yes” to this motion. The motion carried.

Prevention Services – Jennie Sholly, Director, reviewed the monthly statistics with the members present together with an update on the services provided to the community. Mr. Dunlap moved to accept and place on file the report as presented supported by Mr. Olney. The motion carried.

Community Health Promotion – John Robertson, Director, reviewed the monthly statistics and an update was given to the members present on current HINI information. Mr. Pueschel moved to accept and place on file the report supported by Mr. Swift. The motion carried.

Environmental Health- Rebecca Burns, Director, reviewed the monthly statistical reports together with the Food Service Report with the members present. Ms. Spieth moved to accept and place on file the reports supported by Mr. Baker. The motion carried.

Committee Reports –

Finance Report – Mr. Baker moved to approve payment for the expenditures submitted for payment in the amount of \$258,323.19 supported by Mr. Swift. The motion carried.

Program, Policy and Appeals – Nothing at this time.

Old Business – nothing at this time

New Business –

Proposed Body Art Fees was discussed. If approved this would begin October 1, 2009. Discussion took place and it was moved by Mr. Dunlap and supported by Mr. Pueschel. The motion carried.

The proposed FY-08-09 Budget Amendment was reviewed and discussed. This amendment reflects a \$25,178 increase. Mr. Dunlap moved to accept in total supported by Mr. Olney. The motion carried.

The FY09-10 Preliminary Budget was reviewed and discussed. It was moved to accept by Mr. Dunlap and supported by Ms. Spieth. The motion carried.

As added to the agenda in the beginning of the meeting, Mr. Lautzenheiser notified the members of the Board of Health that Hillsdale County has budget problems. He wanted to put all on notice of this “axe falling in Hillsdale County”.

With no further business to discuss, the meeting was adjourned. The next Board of Health meeting will be on October 22, 2009.

Respectfully Submitted By:

Maureen Petzko, BA  
Secretary to the Board of Health