

BRANCH-HILLSDALE-ST. JOSEPH  
COMMUNITY HEALTH AGENCY  
BOARD OF HEALTH  
MEETING MINUTES OF  
FEBRUARY 25, 2010

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

Dale Swift, Ken Lautzenheiser, Brad Benzing, Mike Dunlap, Robin Baker and David Pueschel

Also present: Steve Todd, John Robertson, Maureen Petzko, Jennie Sholly, Rebecca Burns, Laura Sutter, Donna Cowden, Dr. Phillips, Don Reed, Sturgis Journal representative.

Mike Dunlap moved to approve the agenda as presented with one item added (United Way Application – Healthy Beginnings) to the agenda, supported by Dale Swift. The motion carried.

Mike Dunlap moved to approve the minutes of the previous meeting supported by Dave Pueschel. The motion carried.

Public comment – nothing at this time

#### Communication

Medical Director's Report – Dr. Phillips talked briefly about the County Health Ranking.

#### Health Officer's Report

Steve Todd reported on the following:

1. 2011 State Budget

The House and Senate appropriations committee members have been meeting to analyze Governor Granholm's budget proposal. The Governor has told the legislature she wants the budget completed and on her desk by July 1 in preparation for the fiscal year that begins on October 1. Legislators have said that raising taxes to generate more revenue is off the table at this time and they are looking at cuts, reductions, and improved efficiencies to make up the nearly \$1.7 billion revenue shortfall in the budget proposal. The budget relies upon a continued, but uncertain, flow of federal funds into the state coffers. Appropriations and other standing committees are expected to hold regular meetings up until a two-week spring recess in late March and early April. The Governor's proposed 2011 State budget includes \$2.2 million reductions to various programs offered through the Office of Services to the Aging and a 7.7% decrease in

funding for local public health operations from \$40 million to \$37 million along with other funding reductions to some of the specialized programs our Agency offers. We plan to keep our legislators informed so that they will be able to make the best decisions possible.

## 2. Agency News

Our Agency is involved with a dinner meeting that is designed to increase the communication in St. Joseph County between doctors, dentists, pharmacists, counseling centers, the Sturgis Hospital, Three Rivers Health, Community Mental Health, Glen Oaks Community College and the Health Department. The dinner will be March 10<sup>th</sup> at the Sturges-Young Auditorium. The guest speaker will be Dr. John Dunn, President of Western Michigan University. He will be discussing a proposed Medical College at WMU.

We have promoted our Nursing Coordinator from Branch County, JoAnn Wilczynski to be the Agency's next Prevention Services Director. Jennie has agreed to postpone her retirement until we have hired a new coordinator for Branch County. We anticipate a new coordinator to be in place by May 1<sup>st</sup>.

Planning for a Public Health Dental Clinic in Hillsdale is progressing. The clinic design and location is still being discussed. The estimated costs for the remodeling and building improvements are being fine tuned. On a related note, the Barry-Eaton Health Department has started the construction of a Public Health Dental Clinic with an opening planned for the fall of this year.

We held our annual staff meetings for all our employees. A separate meeting was held at each office. During the meetings I thanked the staff for their hard work on the H1N1 community vaccination program, gave an update about projects and new programs that we will be taking on this year and distributed copies of the personnel policy and other employee information. A very special activity that occurred at these staff meetings was the awarding of certificates to staff based on their length of employment. I have enclosed a list of those employees that received certificates this year.

Financial Reports – Donna Cowden, Director, reviewed the monthly reports with the members present. Donna also advised the Board and most likely at the March Board of Health meeting an audit report will be given. Ken Lautzenhesier moved to approve and place on file the financial reports supported by Dave Pueschel. The motion carried.

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

Prevention Services – Jennie Sholly, Director, reviewed the monthly statistics with the members present as well as an update regarding the programs.

Community Health Promotion – John Robertson, Director, reviewed the monthly statistics and John Robertson reviewed a power point presentation on the County Health Rankings to the members present. Discussion followed.

Mr. Lautzenhesier moved to approve the application for the Healthy Beginnings Program Parenting Classes grant be approved supported by Mike Dunlap. The motion carried.

Environmental Health- Rebecca Burns, Director, reviewed the monthly statistics and the food service reports with the members present. Rebecca also advised the members that next month the food establishment licenses will be going out in the mail as well as the certificates issues to food establishments for no critical items sited. The Body Art law was discussed at this time.

#### Committee Reports

Finance Committee – the expenditures in the amount of \$169,492.60 were reviewed and it was moved by Mike Dunlap to pay those expenditures supported by Dale Swift. The motion carried.

Program, Policy and Appeals Committee – nothing at this time

#### Old Business

Dale Swift mentioned long range plans and changes in the federal guidelines regarding Planned Parenthood and family planning services in our three counties regarding abortion is needed. Dale proposed that additional information shall be obtained and then a proposed Resolution from this Board be adopted.

Strategic planning is in motion- Steve Todd is in the process of getting a facilitator for this and Board members and key personnel from the agency will be notified as to when this will take place.

Ken Lautzenheiser advised the members present of the importance of a representative from the State House Fiscal agency to hold a forum for the tri-county citizens soon so as to provide an update on what was and what is to come in the next year or two regarding revenue and the state of the state.

With further business, the meeting was adjourned. Next meeting will be at 9:00 a.m. at the Coldwater office on March 25, 2010.

Respectfully Submitted By:

Maureen Petzko, BA  
Secretary to the Board of Health