

BRANCH-HILLSDALE-ST.JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH MEETING
MINUTES FROM 4-28-11 MEETING

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

Rod Olney, Dale Swift, Brad Densmore, Al Ringenberg, Allen Balog and Gerald Loudenslager

Also present: Steve Todd, Steve Betterly, Maureen Petzko, Donna Cowden, Theresa Christner, Joann Wilczynski, Laura Sutter, Dr. Phillips and Rebecca Burns

Mr. Ringenberg moved to approve the agenda as presented supported by Rod Olney. The motion carried.

Mr. Densmore moved to approve the minutes from the previous meeting supported by Mr. Swift. The motion carried.

Under Public Comment – Steve Todd, Health Officer, drew attention to students attending the Board meeting from Baker Community College.

Communication –

Dr. Phillips, Medical Director, advised the members present that this week was “Immunization Week” and the importance of immunizations.

He also mentioned the proposed Budget cuts at the State level and how this would impact upon us locally. Discussion followed.

Steve Todd, Health Officer – gave his Health Officer’s Report

1. Public Health Week April 11th -17th

The State of Michigan observed Public Health Week in April. This year, as part of that celebration, the Michigan Department of Community Health presented awards to local individuals that have contributed toward improving public safety and preventing injuries. Our agency nominated several individuals. Two individuals from our area were selected, St. Joseph County Probate Judge Thomas E. Shumaker and Branch County Undersheriff Keith Eichler. Judge Shumaker was recognized as a Public Health Policy Champion for his work on establishing the St. Joseph County’s Vulnerable Adult Protocol. Laura Sutter worked closely with Judge Shumaker and his committee to establish this protocol and implement the training of area law enforcement members. Undersheriff Eichler received a Hometown Hero Award for his work on child safety and teen driver’s education programs in Branch County. Mary Boyer from our Agency serves on the Safe Kids coalition with Undersheriff Eichler. I want to congratulate these two members of our communities and the members of our staff that work with them to improve the safety of citizens.

2. Public Health Emergency Response (PHER) Special Projects Grant - Update

In my report last month I explained about a grant we had received which will allow us to improve our ability to respond to public health events such as a large foodborne illness, a communicable disease outbreak or a future pandemic event. We will be using a large portion of the grant funding to give us the capability for electronic medical reporting, document scanning and management. As noted in the timeline presented last month the grant has a deadline of July 30th to have this technology secured. I will be requesting that the board gives its approval to spend the remaining special grant dollars on the hardware and document managing software as outlined last month.

3. Hillsdale Community Foundation Grant

Included in today's Agenda is a grant request to the Hillsdale Community Foundation for supplies for a parenting project that will be offered by the Healthy Beginnings Program. We conduct the Healthy Beginnings program only in Hillsdale County due to limited funding. Without the continued support of local organizations, the operation of the Healthy Beginnings program would not be possible.

4. Agency News Items

On Saturday, April 30th from 10:00 A.M to 2:00 P.M., the area State Police Posts, County Sheriff Offices and the Local Police Offices will be accepting unwanted medications. This is the second year for this program with the goal of reducing the access and abuse of prescription drugs by our youth. In-home access to prescription drugs is a major source for abuse of these drugs. Here is a good time to safely get rid of expired or unwanted prescription pills.

I am continuing to research the legal requirements for the participation in Board of Health meeting through the use of electronic means. The Program, Policy and Appeals committee recently conducted their committee meeting by use of our Agency's video conferencing equipment.

I would like to acknowledge the service of a long time employee. Bob Glidden has worked for this Agency in the Environmental Health Section for more than 20 years. Bob will be leaving his position with us on May 6th when he moves to Pennsylvania where his wife has accepted a position at the University of Pittsburgh. Bob's knowledge and talents will be missed by our Agency. We wish him well in this new chapter of his life.

The Agency's Annual Report for 2009/10 has been completed and I will be presenting it to the County Commission meetings in the May.

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

Discussion took place regarding the Hillsdale Community Foundation Grant with the members present. Mr. Olney moved to approve with support from Mr. Densmore. The motion carried.

The PHER Grant proposal (\$174,583.90) was discussed next with the members present and it was moved to approve by Mr. Loudenslager supported by Mr. Densmore. The motion carried.

The Program, Policy and Appeals Committee met regarding an Appeal from the Baid located at 10571 Lucas Road, Three Rivers, Michigan. A decision or recommendation was brought before the entire Board and it was moved by Mr. Olney to support the recommendation of the Committee supported by Mr. Ringenberg. The motion carried.

Financial Reports were discussed by Donna Cowden, Director of Finance, and the members present. Mr. Swift moved to accept and place on file the reports as presented supported by Mr. Densmore. The motion carried.

The expenditures for the month in the amount of \$321,094.94 were reviewed by the members and it was moved to approve by Mr. Olney supported by Mr. Balog. The motion carried.

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

Prevention Services – Joann Wilczynski, Director, reviewed monthly statistics together with the monthly updates regarding the clinic services with the members present.

Community Health – Theresa Christner, Director, reviewed the stats with the members present and also introduced Mary Boyer who at this time was presenting "Safe Kids" program.

The Annual Report was also distributed to the members present.

Environmental Health – Rebecca Burns, Director, reviewed the monthly statistics with the members present together with an update.

The Food Service Report was also reviewed by the members.

Discussion took place regarding Meth Lab Cleanup and funding issues. Our agency has the availability of purchasing notebooks to instruct local law enforcement personnel on cleanup of Meth Labs. Mr. Densmore moved to approve supported by Mr. Loudenslager. The motion carried.

Committee Reports – The Finance and Program, Policy and Appeals matter was addressed under Communication.

Old Business – nothing to report

New Business – nothing to report

The meeting was adjourned.

Respectfully Submitted By:

Maureen Petzko, BA
Secretary to the Board of Health