

**BRANCH-HILLSDALE-ST. JOSEPH
COMMUNITY HEALTH AGENCY
BOARD OF HEALTH
OCTOBER 27, 2011 MEETING MINUTES**

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:

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

Also present: Maureen Petzko, Steve Todd, Donna Cowden, Rebecca Burns, Laura Sutter, and Joann Wiliczynski

Mr. Balog moved to approve the agenda as presented supported by Mr. Swift. The motion carried.

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

Under Public Comment there was nothing at this time.

Communication:

Dr. Phillips was not able to attend the meeting but he did prepare a written report which was distributed to the members present.

Steve Todd, Health Officer, presented his report to the members present. Mr. Olney moved to accept the Health Officer's report and place on file supported by Mr. Loudenslager. The motion carried.

Financial Reports were reviewed. Mr. Loudenslager moved to approve supported by Mr. Densmore. The motion carried.

Expenditures in the amount of \$314,523.99 were presented for approval. After review Mr. Olney moved to approve for payment supported by Mr. Balog. The motion carried.

Area Agency on Aging – Laura Sutter, Coordinator, gave an update to the members present.

Grant Proposal Review for St. Joseph County Adult Day Services was next. Mr. Loudenslager moved to approve the contract with Blue Skies Adult Day Care Center supported by Mr. Olney. The motion carried.

Mr. Ringenberg moved to reappoint Laura Sutter to the AAA Association of Michigan Board of Directors supported by Mr. Olney. The motion carried.

Prevention Services – Joann Wilczynski, Director, reviewed the statistics and updates with the members present.

Community Health – Theresa Christner was not present but Steve Todd reviewed the material with the members present.

Environmental Health – Rebecca Burns, Director, reviewed the statistics and reports with the members present.

Committee Reports –

Finance – committee met on September 22 and October 21
Program, Policy and Appeals - nothing at this time

Old Business

New Business

Discussion took place regarding the ByLaws and the format for election of Chair.

Other

Al Ringenberg moved to go into closed session for contract negotiations supported by Gerald Loundenslager. The motion carried.

Al Ringenberg moved to go back into open session supported by Mr. Densmore. The motion carried. Mr. Swift moved to approve the Medical Director's contract with support from Mr. Densmore. The motion carried.

Next meeting date is December 8, 2011.

Meeting adjourned.

Submitted by:
Maureen Petzko, BA
Secretary to Board of Health

