

January 28, 2021 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:00 a.m. with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Tom Matthew, Jon Houtz, Mark Wiley, Brent Leininger, Kathy Pangle, and Jared Hoffmaster.

Also present from BHSJ: Rebecca Burns, Dr. Vogel, Theresa Fisher, Kali Nichols, Paul Andriacchi, and Laura Sutter.

- Mr. Wiley moved to close nominations for the panel of officers and to cast a unanimous ballot for Ms. Pangle as Chairperson and Mr. Matthew as Vice-Chairperson. The motion was supported by Mr. Houtz. A roll call vote was taken and the motion passed 6-0 (Mr. Matthew, yes; Mr. Houtz, yes; Mr. Wiley, yes; Mr. Leininger, yes; Ms. Pangle, yes; Mr. Hoffmaster, yes)

Mr. Leininger moved to approve the agenda with support from Mr. Hoffmaster. The motion carried.

Mr. Wiley moved to approve the minutes from the previous meeting with support from Mr. Matthew. The motion carried.

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: New Year/New Board of Health, Getting to Know BHSJCHA, Board of Health Education, Pop-Up Testing, How We Partner on COVID-19, COVID-19 Vaccination, Using our Website for Online Service Requests, Health Department Offices Open, Small Construction Project in Coldwater, Staff Capacity, Strategic Planning, and Health Promotion & Education Updates.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's reports covered the COVID-19 Timeline – A Medical Report.

Committee Reports:

- Finance Committee – Did not meet.
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Mr. Matthew moved to approve the expenditures as reported with support from Mr. Hoffmaster. A roll call vote was taken and the motion passed 6-0 (Mr. Matthew, yes; Mr. Houtz, yes; Mr. Wiley, yes; Mr. Leininger, yes; Ms. Pangle, yes; Mr. Hoffmaster, yes)

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- Mr. Hoffmaster moved to appoint Mr. Matthew, Mr. Wiley, and Ms. Pangle to the Program, Policy, and Appeals Committee; and appoint Mr. Houtz, Mr. Leininger, and Mr. Hoffmaster to the Finance Committee. The motion was supported by Mr. Leininger. A roll call vote was taken and the motion passed 6-0 (Mr. Matthew, yes; Mr. Houtz, yes; Mr. Wiley, yes; Mr. Leininger, yes; Ms. Pangle, yes; Mr. Hoffmaster, yes)
- Mr. Wiley moved to approve the proposed meeting schedule as presented with support from Mr. Matthew. A roll call vote was taken and the motion passed 6-0 (Mr. Matthew, yes; Mr. Houtz, yes; Mr. Wiley, yes; Mr. Leininger, yes; Ms. Pangle, yes; Mr. Hoffmaster, yes)
- Mr. Houtz moved to approve the Bylaws as presented, with support from Mr. Wiley. A roll call vote was taken and the motion passed 6-0 (Mr. Matthew, yes; Mr. Houtz, yes; Mr. Wiley, yes; Mr. Leininger, yes; Ms. Pangle, yes; Mr. Hoffmaster, yes)

Departmental Reports:

- Environmental Health
- Area Agency on Aging
- Personal Health & Disease Prevention

With no further business the meeting was adjourned.

An educational presentation was done immediately after the BOH Meeting. This month's presentation was on Public Health Law.

Respectfully Submitted by:

Theresa Fisher, BS

