

February 25, 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, Brent Leininger, Kathy Pangle, and Jared Hoffmaster. Mark Wiley joined the meeting at 9:03 AM.

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

Mr. Hoffmaster moved to approve the agenda with the proposed change of moving the Medical Director's report to the beginning of the meeting and removing the approval of the Finance Committee Meeting minutes. The motion was supported by 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. Leininger moved to approve the minutes from the previous meeting 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).

Public comment:

- None

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's report was titled COVID-19 Q&A.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Vaccinations Continue, Mobile Clinic Van, COVID-19 testing, Board of Health Education, AAA3c & Health Education and Promotion, Staff Capacity, Strategic Planning, and Oral Health Screenings for Kindergartners.

Committee Reports:

- Finance Committee – Met 2/22/21.
- Program, Policy, and Appeals Committee – Did not meet.

Financial Reports/Expenditures

- Mr. Wiley moved to approve the expenditures as reported 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)

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- Mr. Hoffmaster moved to approve the FY20/21 Budget Amendment #2 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)
- Mr. Leininger moved to approve the Immunization Fee Schedule as presented 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)

Departmental Reports:

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

With no further business the meeting was adjourned at 10:31 AM.

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

Respectfully Submitted by:

Theresa Fisher, BS

