

June 23, 2022 – Board of Health Meeting Minutes

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

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Kali Nichols, and Laura Sutter.

Mr. Hoffmaster moved to approve the agenda, with support from Ms. Pangle. The motion passed unopposed.

Mr. Wiley moved to approve the minutes from the May 26, 2022, meeting with support from Mr. Leininger. The motion passed unopposed.

Public Comment: Public comment was given by two (2) residents.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Public Health Funding, NALBOH, Area Agency on Aging IIIC Budget Amendments, Strategic Planning, COVID-19 After Action Report, Highly Pathogenic Avian Influenza (HPAI), Community Health Workers, July Board of Health Meeting, COVID Today, COVID Vaccinations, COVID-19 Testing, Coldwater Office, Sturgis Office, Hillsdale Office, Three Rivers Office, Family Planning, and Health Promotion & Education update.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Monkeypox".

Committee Reports:

- Finance Committee – Mr. Leininger moved to approve the minutes from the May 26, 2022 and the June 20, 2022 meetings with support from Ms. Pangle. The motion passed unopposed.
- Program, Policy, and Appeals Committee – Mr. Wiley moved to approve the minutes from the June 20, 2022 meeting with support from Mr. Hoffmaster. The motion passed unopposed.

Financial Reports/Expenditures

- Mr. Leininger moved to approve the expenditures as reported with support from Mr. Hoffmaster. The motion passed unopposed.

Unfinished Business

- None

New Business:

- Mr. Wiley moved to approve the AAA FY23-25 Multi-Year Plan/FY23 Annual Implementation Plan as presented, with support from Ms. Pangle. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes).
- Mr. Leininger moved to FY21/22 Budget Amendment #2 as presented, with support from Mr. Hoffmaster. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes).
- Mr. Hoffmaster moved to forward with the Coldwater building security project as presented, with support from Mr. Leininger. The motion passed unopposed.
- Mr. Leininger moved to accept the bid from US Systems Inc. to install video recording equipment in the Coldwater conference room, with support from Mr. Hoffmaster. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the FY22/23 Original Budget with support from Mr. Leininger. The motion passed unopposed.
- Mr. Leininger moved to accept the bid from TM Asphalt Sealing, LLC for replacing the parking lot at the Three Rivers location, including option #1 to be paid when the sealing is completed. The motion received support from Ms. Pangle. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the MCDC Dental Incentive Contract as presented, with support from Ms. Pangle. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, Yes; Ms. Pangle, Yes; Mr. Matthew, Yes; Mr. Houtz, Yes; Mr. Hoffmaster, Yes; Mr. Leininger, Yes).
- Mr. Wiley moved to record public comment in the minutes, as public comment was given by a certain number of citizens. The motion was supported by Mr. Hoffmaster. The motion passed unopposed.
- The Agency's Holiday Schedule was discussed, but no action was taken.

Departmental Reports:

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

Public Comment: Public comment was given by two (2) residents.

With no further business, Mr. Leininger moved to adjourn the meeting with support from Mr. Hoffmaster. The motion passed and the meeting was adjourned at 10:34 AM.

Respectfully Submitted by:


Theresa Fisher,

Administrative Services Director
Secretary to the Board of Health