

June 26, 2025 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chairman, Tim Stoll at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Jared Hoffmaster, Tim Stoll, Brent Leininger, and Kevin Collins. Rick Shaffer and Jon Houtz were absent.

Also present from BHSJ: Rebecca Burns, Theresa Fisher, Laura Sutter, Heidi Hazel, and Joe Frazier.

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

Mr. Collins moved to approve the minutes from the May 22, 2025 meeting with support from Mr. Hoffmaster. The motion passed unopposed.

Public Comment: No public comments were given.

Rebecca Burns, Health Officer, reviewed the monthly Health Officer's Report with the following items included: FY2025 Budget Amendment, FY2026 Original Budget, Proposed 2026 Federal Budget, MERS Actuarial Report, Staffing Update, WIC Income Guidelines, Public Health Concerns, and Office Updates.

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

Departmental Reports:

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

Financial Reports/Expenditures

- Mr. Hoffmaster moved to approve the expenditures for May with support from Mr. Leininger. The motion passed unopposed.
- Mr. Hoffmaster moved to place the financials for May on file with support from Mr. Leininger. The motion passed unopposed.

Committee Reports:

- Finance Committee – Mr. Hoffmaster moved to approve the minutes from the June 16, 2025 Board of Health Finance Committee meeting with support from Mr. Collins. The motion passed unopposed.

- Program, Policy, & Appeals Committee – Did not meet.

Unfinished Business:

- There was no unfinished business.

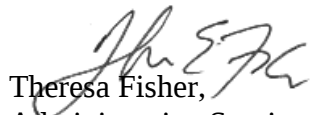
New Business:

- Mr. Hoffmaster moved to approve the AAA FY24-25 provider budget amendment as presented, with support from Mr. Collins. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the FY24-25 Budget Amendment #2, as presented, with support from Mr. Collins. The motion passed unopposed.
- Mr. Hoffmaster moved to approve the FY25-26 Original Budget as presented, with support from Mr. Collins. The motion passed unopposed.
- The MERS Surplus Division was discussed but no action was taken.
- The December 31, 2024 MERS Annual Actuarial Valuation Report was discussed but no action was taken.

Public Comment: No public comments were given.

With no further business, Mr. Leininger moved to adjourn the meeting with support from Mr. Hoffmaster. The motion passed unopposed and the meeting was adjourned at 10:41 AM.

Respectfully Submitted by:



Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health