August 27, 2026 – Board of Health Meeting Minutes

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

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

Mr. Shaffer moved to approve the agenda, with support from Mr. Collins. The motion passed.

Mr. Houtz moved to approve the minutes from the July 23, 2026 meeting with support from Mr. Stoll. The motion passed.

Public Comment: No public comment was given.

Rebecca Burns reviewed the monthly Health Officer's Report with the following items included: Health Officer Evaluation, ELPHS & EGLE Funding Cuts, Appropriations, AAA Multi-Year Plan RFP, Asset Disposal Policy, Website Redesign, Community Health Improvement/Strategic Plan, Staffing Update, Coldwater Office, Hillsdale Office, Sturgis Office, and Three Rivers Office.

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

Departmental Reports:

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

Financial Reports/Expenditures

- Mr. Shaffer moved to approve the expenditures for July with support from Mr. Stoll. The motion passed.

- Mr. Houtz moved to place the financials for July on file with support from Mr. Stoll. The motion passed.

Committee Reports:

- Finance Committee – Mr. Collins moved to approve the minutes from the August 17, 2026 Finance Committee meeting, with support from Mr. Stoll. The motion passed.
- Program, Policy, & Appeals Committee – Mr. Shaffer moved to approve the minutes from the August 19, 2026 Program, Policy, and Appeals Committee meeting, with support from

Mr. Stoll. The motion passed

Unfinished Business:

- There was no unfinished business.

New Business:

- Mr. Stoll moved to approve the increase in county appropriations by 3%, as presented, with support from Mr. Collins. The motion passed.
- Mr. Stoll moved to approve the 2027-2032 Strategic Plan, with support from Mr. Shaffer. The motion passed.
- Mr. Stoll moved to approve all AAA IIIC FY27 Request for Proposal bids, as presented and recommended by the Program, Policy, and Appeals Committee. The motion received support from Mr. Shaffer and passed.
- Mr. Shaffer moved to approve the asset disposal policy as presented with support from Mr. Stoll. The motion passed.
- Rebecca Burns provided an updated on the Mobile Unit. No action was taken.

Public Comment: None

With no further business, Mr. Stoll moved to adjourned the meeting with support from Mr. Collins. The motion passed and the meeting was adjourned at 10:07 AM.

Respectfully Submitted by:
Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health