

Branch-Hillsdale-St. Joseph Community Health Agency
Board of Health Meeting Minutes
May 24, 2018

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:01 a.m. by Chairman, Allan Balog, with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Allan Balog, Terri Norris, Bruce Caswell, Mark Wiley, and Kathy Pangle.

Also present: Rebecca Burns, Dr. Vogel, Theresa Fisher, Yvonne Atwood, Paul Andriacchi, Laura Sutter, and Jeff Macklin.

Ms. Norris moved to approve the agenda with support from Mr. Wiley. The motion carried.

The minutes from the previous meeting erroneously stated that BOH Committee meetings had been scheduled for Wednesday, April 16, 2018, when the meetings were actually scheduled for Wednesday, May 16, 2018. Ms. Norris moved to approve the minutes from the previous meeting as amended with support from Mr. Wiley. The motion carried.

Public comment:

- Laura Sutter, AAA Coordinator, introduced Chuck Asher from the Community Action Agency. Mr. Asher thanked the Board for considering the Congregate Meal Program Enhancement and provided details and answered questions about the proposed plan.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Cycle 7 accreditation, May budget amendment, temporary food program policy, congregate meal program enhancement, RFPs, PFAS testing, staff vacancies, new hires, and the hepatitis A outbreak.

Dr. Vogel, Medical Director, reviewed his monthly report. This month's report covered the numbered diseases of childhood.

Committee Reports:

- Program, Policy, and Appeals Committee –
 - Mr. Wiley moved to approve the minutes from the 5/16/2018 meeting with support from Ms. Pangle. The motion carried.
 - A Program, Policy, and Appeals Committee meeting was tentatively scheduled for Tuesday, June 5, 2018 at 9:30 AM in the conference room of the Coldwater office.
- Finance Committee –
 - Ms. Norris moved to approve the minutes from the 5/16/18 meeting with support from Mr. Caswell. The motion carried.
 - A Finance Committee meeting was scheduled for Tuesday, June 5, 2018 at 10:30 AM in the conference room of the Coldwater office.

Financial Reports/Expenditures

- Ms. Norris moved to approve the expenditures as reported with support from Mr. Wiley. The motion carried.

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- a. Ms. Pangle moved to approve the proposed budget amendment with support from Ms. Norris. The motion carried.
- b. Ms. Pangle moved to approve a 15 cents per capita increase to the local county appropriations, to be applied to the MERS Defined Benefit program, contingent that the Agency continue to pay the full current obligation to the MERS Defined Benefit Program as well, until such time that the MERS Defined Benefit program is 100% funded. The motion was supported by Mr. Wiley. The motion carried.
- c. Ms. Norris moved to approve the proposed Temporary Food License Policy with support from Mr. Caswell. The motion carried.
- d. Mr. Wiley moved to approve the proposed Congregate Meal Program Enhancement with support from Ms. Norris. The motion carried.

With no further business the meeting was adjourned at 10:12 a.m.

Respectfully Submitted by:

Theresa Fisher