

BOARD OF HEALTH
Agenda for December 13, 2018 at 9:00 AM

1. Call to Order
 - a. Opening ceremonies – Pledge Allegiance to the Flag of the United States of America
 - b. Roll Call
 - c. Approval of the Agenda*
 - d. Approval of the Minutes*
2. Public Comment
3. Health Officer’s Report
4. Medical Director’s Report
5. Committee Reports
 - a. Finance Committee – Approval of Minutes from 11/26/18 meeting*
 - b. Program, Policies, and Appeals – did not meet
6. Financial Reports
 - a. Approve Payments*
 - b. Review Financials
7. Unfinished Business
 - a.
8. New Business
 - a. Appointment of representative from AAA3C to the Area Agency on Aging Association of Michigan Board of Directors*
 - b. Budget Amendment*
 - c. Employee Compensation*
 - d. Investment in CLASS Account*
 - e. Branch County Community Needs Assessment*
9. Departmental Reports
 - a. Personal Health & Disease Prevention
 - b. Environmental Health
 - c. Area Agency on Aging
10. Closed Session – Health Officer Evaluation/Contract*
11. Adjournment - Next meeting: January 24, 2019 at the Coldwater office

October 25, 2018 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order at 9:02 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, Don Vrablic, Kathy Pangle, Terri Norris, Mark Wiley, and Bruce Caswell.

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

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

Ms. Norris moved to approve the minutes from the previous meeting with support from Ms. Pangle. The motion carried.

Public comment:

- Rebecca Olds and Quinn White from Southern Michigan Bank & Trust presented a gift of new CPR Manikins with a value of \$1,500.00 to the Agency.
- Orlando Todd, MDHHS Director of Office of Local Health Services presented the Accreditation Certificates for Cycle 7 Accreditation. The Agency received full Accreditation with Commendation and a certificate for Quality.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: CPR Manikin Gift, Accreditation Certificate Presentation, Meridian Health Plan, PFAS Testing, Health Promotion & Education Updates, Mosquito Borne Diseases, Staff Vacancies, Health Officer Evaluation, Annual Year End Close, and the Hepatitis A Outbreak.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's reports covered Proctober, the focus on men's health, and Acute Flaccid Myelitis (AFM), which is an emerging disease which affects the brain and nervous system.

Committee Reports:

- Finance Committee – had not met.
- Program, Policy, and Appeals Committee – had not met.

Financial Reports/Expenditures

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

Unfinished Business

- There was no unfinished business to discuss.

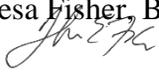
New Business:

- a. Mr. Caswell moved to approve the “Resolution of Lodge, Association or Other Similar Organization” in regards to a bank account at Southern Michigan Bank & Trust, with support from Ms. Norris. By roll call vote the motion carried (Mr. Balog, yes; Mr. Vrablic, yes; Ms. Pangle, yes; Ms. Norris, yes; Mr. Wiley, yes; Mr. Caswell, yes).

Ms. Norris moved to adjourn the meeting with support from Ms. Pangle. The motion carried. With no further business the meeting was adjourned at 10:09 AM.

Respectfully Submitted by:

Theresa Fisher, BS



Health Officer's Report to the Board of Health for December 13, 2018
Prepared by: Rebecca A. Burns, M.P.H., R.S.

Agency Updates

AAA 3C – I am working with St. Joseph County officials on the annual local allocation to the Area Agency on Aging. At the November meeting of the St. Joseph County Commission on Aging Advisory Board, the board members were told that the COA obligation to the AAA3C could be met by “match”. This was true with regards to the grant funds that the COA receives from the AAA3C. But it left out that the AAA3C is also funded by the county in the form of a local appropriation. The local appropriation is used by AAA3C for its grant matching obligation and to help pay for operations. Neither Laura nor I had any indication that the county was considering not appropriating the county allocation. An historical check shows a previous county administrator directing the COA director to put the county allocation in the COA budget; and as far as we can tell this has been the long-standing practice. Laura was informed of the COA Boards action and since then we have met with the COA’s executive director and the county administrator. At this time, I have been informed that it is likely the county will pass the budget without a county allocation for AAA3C as that is what was forwarded from the COA Advisory Board. I have been informed that St. Joseph county may consider taking up the county allocation to the AAA3C in January. Without the county allocation from St. Joseph county, the budget we prepared is no longer accurate. Everything within the AAA3C operation and subsequent budget will have to be analyzed and decisions made about how to operate. I have been informed that Branch County intends to approve the county allocation along with the increase in allocation that was requested earlier in 2018.

Finance Committee Discussion Items – Several items were brought to the Finance Committee for review and are being brought up in today’s meeting. These include:

- Budget Amendment – The budget amendment presents a balanced budget assuming that Branch and St. Joseph counties will provide the same county allocation to the AAA3C as for FY18.
- Employee Compensation – Proposal to provide the employees of the Agency with an increase in the hourly rate was discussed. Compensation increased in FY18 by 1%. For FY14 through FY17, wages remained stagnant. In FY13 a one-time 50 cent increase was given to all employees. During FY09 through FY12 wages remained stagnant. Discussion also included having the Agency contract to have a Comprehensive Compensation Study completed. The document we use today dates to 1984.
- Investing additional funds in Class Account – We have the County Health Plan funds in the class account and the return is much better than a savings account while keeping the funds liquid.
- Branch County Community Health Needs Assessment (CHNA) – Request by Promedica to share in the cost of the CHNA. Requested donation of \$1000.00. Our Agency has previously donated staff time toward this project. The Agency would not have staff time invested but would reap the benefits of the final report and data generated. We utilize the data for targeting our Maternal Child Health grant dollars and to stay in compliance for accreditation.

LARA's Legal Division of the Bureau of Medical Marijuana Regulation – I recently learned about medical marijuana operation and oversight grant funds available to counties for education and outreach programs relating to the Michigan medical marijuana program. These funds cannot be used for law enforcement purposes. However, the Health Educators in our Agency could provide the services.

New Database Updates –

- **HealthSpace:** We are in the initial testing phase of the install. Go live date is February 4th.
- **Nightingale Notes:** Staff training kicks-off January 10th. The Agency has a fully executed contract with UPHIE (a health information exchange in Michigan that will facilitate the connection with MICR). Go live date is April 8th.

Meridian Health Plan – After a long and thorough investigation, we have determined that the payback to Meridian Health Plan for receiving the PCP-IPP payment in 2014 in error is \$12,515.09. I reported at the last meeting that there was a discrepancy in the amount the state showed needing to be returned. The state records did not go back far enough and that was the reason they showed a lower amount. Our staff reviewed the billings we made versus the check that was received going line-by-line, patient-by-patient, and now concur with the original requested amount to be returned. I have approved the payment for processing and it will be charged to the Immunization Reporting Unit. This line will be overspent until a budget amendment is made.

PFAS Testing – The sample results for municipal and Noncommunity water supplies are back and are nearly all “Not Detected”. This is great news! There were no samples in the 70 ppt or higher category which would have triggered immediate public health action. One sample tested in the 10-69 ppt range and will receive routine follow-up testing. The state did add Noncommunity supplies labeled as “Daycares” and those samples are being taken now.

Health Promotion & Education Updates – The Agency's HPE team has written 11 news releases for local media and posting on our website since the last Board of Health meeting. These include:

- BHSJ Gives Away High Chair (posted 10/23/18)
- Health Officials Advise about Potential Measles Exposure (posted 11/7/18)
- Coats & Car Seats (posted 11/9/18)
- PFAS Statewide Survey Results Becoming Available (posted 11/9/18)
- Deer on the Roads (posted 11/15/18)
- Energy Assistance from MDHHS (posted 11/15/18)
- A Well-Cooked Feast (posted 11/19/18)
- Is It a Cold or the Dreaded Flu (posted 11/26/18)
- Preparing for Winter Travel (posted 11/27/18)
- Christmas Tree Safety (posted 12/6/18)
- Give the Gift of Safety (posted 12/6/18)

The Agency also attended local events and installed a number of car seats for those in need.

Mosquito Borne Diseases – I've attached the information graphic on Arbovirus activity in Michigan for November 29, 2018. In addition to the EEE positive human case in Allegan County, there were also two deer that have tested positive in Cass and Barry Counties. This will be my last update on this topic until next year. We will be receiving grant funds to again implement the mosquito surveillance project for summer 2019. We will again be looking to identify the Aedes mosquito that carries Zika Virus. In addition to mosquito collection, our EH staff will also be doing tick collection. Ticks can carry Lyme Disease and other bacterial diseases.

Staff Vacancies/New Staff – There are currently no positions posted. Individuals that have joined the Agency include Mary Mercurio, Hillsdale Clinic Coordinator; Tia Spratt, Hillsdale Clinic Clerk Tech part-time; Barb Keith, Food Service Sanitarian; and Tina Lutz, CSHCS Representative part-time.

Annual Audit/Year End Close– The auditors will be on-site January 14-16, 2019. We are still waiting to hear if Branch and St. Joseph Counties will provide the requested local appropriation increase, while Hillsdale County voted and approved an increased amount. Our audit firm, Stevens Kirinovic and Tucker P.C. are merging with Maner Costerisan effective January 1, 2019.

Area Agency on Aging Association – I would like to suggest that Laura Sutter’s name be put up as the AAA3C nominee to the Board of Directors.

Agency’s Staff Development Day – On November 12th, the Agency closed and all staff reported to the ProMedica Conference Center for a full day of staff development and training. Topics covered included human trafficking, Resilience Video for adverse childhood experiences, mandatory reporting requirements, MCDC, team building and agency awards. We also discussed how the currently closed Health Care Savings Plan could be reopened.

Snow Plow Sealed Bids – The Agency put out a request for sealed bids for the snow plowing at the Three Rivers building. The Agency entered into a contract with a local vendor that will result in a reduction in cost per plow of \$15 to \$25 depending on the amount of snow. The total savings depends on the amount of snow we receive over the winter.

Legislative Updates – **HB 5752** is moving in lame duck as of the typing of this report.

Hepatitis A Outbreak – As I have been reporting, Michigan is in the midst of a serious Hepatitis A outbreak. Current case count as of December 5, 2018 is 908 with 729 hospitalizations and 28 deaths. The case count continues to climb. The Agency continues to put special emphasis on increasing our vaccination rates for adult Hep. A, especially of the high-risk individuals. Hepatitis A vaccination is safe and effective. The following individuals should get the HAV vaccine:

- Persons who are homeless.
- Persons who are incarcerated.
- Persons who use injection and non-injection illegal drugs.
- Persons who work with the high-risk populations listed above.
- Persons who have close contact, care for, or live with someone who has HAV.
- Persons who have sexual activities with someone who has HAV.
- Men who have sex with men.
- Travelers to countries with high or medium rates of HAV.
- Persons with chronic liver disease, such as cirrhosis, hepatitis B, or hepatitis C.*
- Persons with clotting factor disorders.

Confirmed Cases Referred August 1, 2016 - December 5, 2018 Meeting the MI Hepatitis A Outbreak Case Definition			
County (or city)	Total Cases	County (or city)	Total Cases
Macomb	223	Grand Traverse†	4
Wayne	162	Saginaw†	4
Ingham	30	Gratiot†	3
Shiawassee	22	Midland†	3
Washtenaw	20	Allegan†	2
Kent	4	Mecosta†	2
City of Detroit†	172	Bay†	1
Oakland†	120	Clare†	1
St. Clair†	33	Hillsdale†	1
Genesee†	27	Huron†	1
Monroe†	18	Ionia†	1
Calhoun	9	Leelanau†	1
Isabella†	8	Lenawee†	1
Lapeer†	7	Newaygo†	1
Clinton†	6	Schoolcraft†	1
Livingston†	6	Van Buren†	1
Sanilac†	6	Other†	2
Eaton†	5		

† Indicates no confirmed case in the past 100 days

*Jackson Michigan Department of Corrections

Indicates counties with outbreak-associated cases that are not currently included in the outbreak jurisdiction

Arbovirus* Activity, Including West Nile Virus: Weekly Summary, Michigan 2018

*Arboviruses are viruses transmitted by mosquitoes or other insects

As of November 29, 2018

154 

Mosquito pools testing positive for West Nile virus infection

195 

Birds testing positive for West Nile virus infection

105 

Human cases of West Nile virus or other arboviruses reported

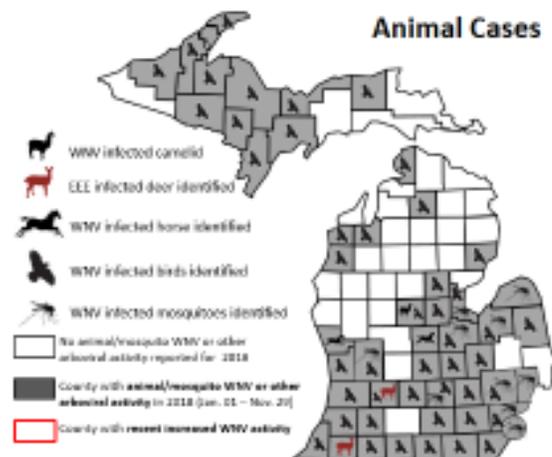
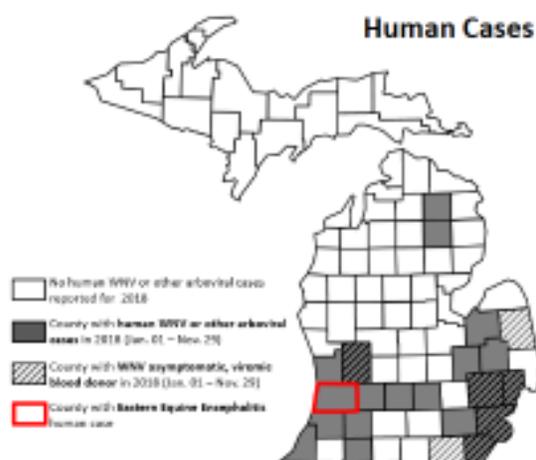
2018 Michigan Arbovirus Surveillance

(click links below to see cases by county)

West Nile virus Positive Mosquito Pools	154
Total Number of Mosquito Pools Tested	4,050
Total Number of Mosquitoes Tested	56,198
Human WNV cases reported	104
WNV asymptomatic, viremic blood donor	12
Equine/Other Animal WNV cases reported	3
Avian WNV cases reported	195
Human Eastern Equine Encephalitis cases reported	1
Animal Eastern Equine Encephalitis cases reported	2

Current Highlights

- The Michigan mosquito season has ended. However, travelers to warm weather destinations should continue to protect themselves from mosquito bites.
- West Nile virus sickened at least 104 Michigan residents, resulting in many hospitalizations and eight fatalities, the most since 2012, when 202 cases and 17 deaths occurred.
- Routine testing of the blood supply identified WNV in 12 Michigan blood donors.
- WNV infected at least two horses (Muskegon, Gratiot), and 1 alpaca (Isabella).
- An Allegan County resident and two white-tailed deer from Cass and Barry Counties were infected with Eastern Equine encephalitis virus (EEE).



Michigan Department of Health & Human Services
Bureau of Epidemiology & Population Health
Emerging & Zoonotic Infectious Diseases (EZID) Section

For more information

www.michigan.gov/westnile



**Medical Director's Report to the Board of Health
H. Lauren Vogel, D.O., M.P.H.
December 2018 - Alzheimers or Oldtimers Disease**

About 40 per cent of people over the age of 65 experience some form of memory loss. Memory loss not associated with an underlying medical illness is known as age-associated memory impairment and this is considered a normal part of the aging process. ¹ Dementia is a medical illness of several causes that can include Alzheimer's disease, depression, hypothyroidism, stroke or drug related dementia. It's important to distinguish age related mental change from disease because most of the medical illnesses have treatment opportunities that can improve symptoms or delay the progression of the disease.

Here are some examples of aging verses dementia related disease: ¹

Age Related Memory Loss	Alzheimer's Disease
Not being able to remember the name of an acquaintance	Not recognizing or knowing the names of close family members
Occasionally have difficulty finding words	Frequent pauses and substitutions when finding words
You are worried about your memory but your relatives are not	Your relatives are worried about your memory, but you are not aware of any problems

Alzheimer's disease (AD) is the most common form of dementia. Symptoms usually begins after age 60 with mild memory loss. AD is a progressive disability that leads to the patient's inability to interact with their environment. It is the 6th leading cause of death among US adults and the 5th leading cause of death among adults aged 65 years or older. ³

The cost of care for the Alzheimer's patients in the US exceed several billion dollars yearly. The disruption in the family unit caring for the Alzheimer's patient is significant. Both of these issues are significant public health issues.

Evaluation allows for a definitive diagnosis and the institution of medical care that can delay the progression of the disease and give the patient and their family more quality time together. Testing also allows for the exclusion of dementia and this is reassuring to the patient and his family.

The Montreal Cognitive Assessment (MoCA) was designed as a rapid screening instrument used to identify persons with mild cognitive dysfunction. It was developed by Z. Nasreddine MD in 2004 and has become a standard screening exam for dementia assessment. Scoring is easy when directions are followed correctly. The test is reliable and allows for early identification of those persons with mild symptoms when treatment options are most beneficial. Special medical expertise is not required to give or interpret the test. MoCA is not an intelligence test but is a measure of cognitive function. Results of an abnormal MoCA should be followed by referral for further testing and institution of treatment.

MoCA is part of a screening exam that should be completed for any person with possible cognitive derangement. Repeated testing can demonstrate failing function over time. Directions for the test and for scoring is available on line.⁵

REFERENCE

1. Normal Aging Verses Dementia. Alzheimer Society Canada. August 2018. <http://alzheimer.ca/en/Home/About-dementia/What-is-dementia/Normal-aging-vs-dementia>. Accessed November 2018.
2. MoCA. <https://www.parkinsons.va.gov/resources/MoCA-Instructions-English.pdf>
3. Alzheimer's Disease. CDC. October 2018. <https://www.cdc.gov/aging/aginginfo/alzheimers.htm>. Accessed November 2018.
4. MoCA Version 7.3
5. MoCA Scoring. The Hub. 2016. <http://thehub.utoronto.ca/family/wp-content/uploads/2016/12/MoCA-Instructions-English.pdf>. Accessed November 2018.

MONTREAL COGNITIVE ASSESSMENT (MOCA)
Version 7.3 Alternative Version

NAME : _____
Education : _____ Date of birth : _____
Sex : _____ DATE : _____

VISUOSPATIAL / EXECUTIVE

Copy cylinder

Draw CLOCK (Ten past nine)
(3 points)

POINTS

[]

[]

[]

[]

[]

[]

[] Contour

[] Numbers

[] Hands

[]

[]

[]

___/5

NAMING

[]

[]

[]

___/3

MEMORY Read list of words, subject must repeat them. Do 2 trials, even if 1st trial is successful. Do a recall after 5 minutes.

	TRAIN	EGG	HAT	CHAIR	BLUE	No points
1st trial						
2nd trial						

ATTENTION Read list of digits (1 digit/ sec.). Subject has to repeat them in the forward order [] 5 4 1 8 7
Subject has to repeat them in the backward order [] 1 7 4

___/2

Read list of letters. The subject must tap with his hand at each letter A. No points if ≥ 2 errors
[] FBACMNAAJKLBFAFAKDEAAAJJAMOF AAB

___/1

Serial 7 subtraction starting at 80 [] 73 [] 66 [] 59 [] 52 [] 45
4 or 5 correct subtractions: **3 pts**, 2 or 3 correct: **2 pts**, 1 correct: **1 pt**, 0 correct: **0 pt**

___/3

LANGUAGE Repeat : She heard his lawyer was the one to sue after the accident. []
The little girls who were given too much candy got stomach aches. []

___/2

Fluency / Name maximum number of words in one minute that begin with the letter B [] ____ (N \geq 11 words)

___/1

ABSTRACTION Similarity between e.g. banana - orange = fruit [] eye - ear [] trumpet - piano

___/2

DELAYED RECALL

Has to recall words WITH NO CUE	TRAIN []	EGG []	HAT []	CHAIR []	BLUE []	Points for UNCUED recall only	___/5
Optional Category cue							
Multiple choice cue							

ORIENTATION [] Date [] Month [] Year [] Day [] Place [] City

___/6

Adapted by : Z. Nasreddine MD, N. Phillips PhD, H. Chertkow MD
© **Z. Nasreddine MD** www.mocatest.org Normal $\geq 26 / 30$ **TOTAL** ___/30
Administered by: _____ Add 1 point if ≤ 12 yr edu

BOARD OF HEALTH – Finance Committee
November 26, 2018 at 10:30 AM

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health: Finance Committee meeting was called to order at 10:30 a.m. with roll call as follows: Bruce Caswell, Terri Norris, and Al Balog.

Also present: Rebecca Burns, Theresa Fisher, Paul Andriacchi, and Jeff Macklin.

Public comment: None at this time.

Business:

- a) No action was taken on the EH fee schedule.
- b) Mr. Caswell moved to bring the proposed budget to the full Board for approval with support from Ms. Norris. The motion carried.
- c) Mr. Caswell moved to bring forth to the entire Board a proposed 1% increase to employee compensation for the FY19 fiscal year and directing the Agency to move forward with a comprehensive compensation study to be completed by June 1, 2019 with support from Ms. Norris. The motion carried.
- d) Mr. Caswell moved to bring forth the proposal to the full Board to invest up to 1/3 of the Agency's cash balance, over and above what is currently invested from the Community Foundation, into the Cooperative Liquid Assets Securities System account with support from Ms. Norris. The motion carried.
- e) Ms. Norris moved to bring forth a proposal to contribute \$1,000 to ProMedica to be used for completion of a Community Needs Assessment with support from Mr. Caswell. By roll call vote the motion carried 2-1 (Ms. Norris, Yes; Mr. Caswell, No; Mr. Balog, Yes).

With no further business the meeting was adjourned at 11:50 a.m.

Respectfully submitted,
Theresa Fisher, BS



October 1 through 31, 2018		
Absolute Business Technology Solutions	Wireless	4,539.84
ACD.Net	Telephones 3 offices	2,627.62
AFLAC	Payroll Deduction	1,377.68
Alerus Financial (Health Care Savings)	Health Saving Plan	590.00
Americollect Inc.	CSHCS Client	30.00
Andrejs Rozentals	AAA Volunteer Reimbursement	133.40
Anthony Headley	Reimbursement - Auger repaired	40.00
Area Agencies On Aging	1st Half AAA Annual Dues 18-19	1,619.94
Area Agencies On Aging	AAA Conference 8 Employees	1,840.00
Armstrong Health Care	WIC / AAA Contractual Consultant	2,471.77
AT&T	Cell Phones	1,121.84
Auditory Instruments	Vison & Hearing Equipment Maintenance	78.06
Blue Cross Blue Shield	Health Insurance	54,006.94
Branch County Commission COA	Home & Community Based Services	9,902.68
Branch County Complex	Rent - Coldwater Office	5,694.28
Branch County Complex Quarterly	Building Repair & Maintenance	1,311.53
Branch County Complex Quarterly	Internet	997.50
Branch County Complex Quarterly	Maintenance (Work orders & Grounds)	292.50
Branch County Complex Quarterly	Utilities (Gas, Electric, Trash Pickup & Pest)	4,340.11
CAA of South Central	Home & Community Based Services	20,297.26
Care-N-Assist	Care Management	1,142.44
Carrie Southern	Reimbursement - License Renewal	114.40
CDW Government Inc.	Computer Supplies 10 Invoices	11,467.62
Century Bank Basic Flex Health Plan	Payroll Deduction	1,216.62
Century Bank EFPTS	Federal & Fica Taxes	38,741.70
Century Bank Master Card	12 Car Seats	593.04
Century Bank Master Card	3 Bike Racks	270.30
Century Bank Master Card	Air Cards	45.00
Century Bank Master Card	Car Seat Safety Supplies	158.95
Century Bank Master Card	Folding Storage Cart & Wagon	317.83

October 1 through 31, 2018		
Century Bank Master Card	Outreach Supplies & Handouts	382.67
Century Bank Master Card	Printing Business Cards 3 Employee's	104.07
Century Bank Master Card	Training - 13 Employee's	645.00
Century Bank Mers	MERS DB /Retirement	29,270.36
Century Bank State	Michigan Tax	6,589.44
Charter Communications	Sturgis Internet & Phone Line	109.97
Cintas	Lab Coats - Cleaning	58.40
City of Coldwater	Water Lab Test	200.00
City Of Three Rivers	Water / Sewage & Lab Testing	144.00
Coldwater Petty Cash	Petty Cash	13.46
Companion Life Insurance Co.	Life Insurance Premiums	963.51
Connect America	Care Management	91.00
Cribs for Kids	Safe Sleep Grant (50 Cribetts & 200 Safe Sleep Kits) 2 Orders	9,999.50
Crossroads Health & Home Services Ulmtd	Care Management	1,140.96
CSHCS Client	Ambulance - Out of Pocket Expense	400.00
CSHCS Client	Hotel Expenses	311.32
Current Office Solutions	Office Supplies/Copier Charges	1,691.81
Dell Computers	Computer Equipment - 7 Orders	14,662.65
DJC Property/Consultant	Consultant	300.00
Dr. Vogel	Medical Director - Contractual	4,284.76
E3 Gordon Stowe & Assoc. Inc.	V & H Machines Calibrated	1,750.00
Embrace Your Health	Care Management	704.00
Florentine	Internet Hosting 3 Months	74.85
GDI	Building Cleaning Expense - HD	2,649.00
GDI	Building Cleaning Expense - TR	1,749.00
GDI	Building Supplies Expense - TR	99.96
GlaxoSmithKline	Medical Supplies 5 Invoices	10,837.00
Hemocue	Medical Supplies	432.00
Hillsdale Board Of Utilities	Building Expense - HD	1,467.27
Hillsdale County Treasurer	Building Refuse Expense - HD	150.00

October 1 through 31, 2018		
Hillsdale County Treasurer	Building Snow/Mow Expense - HD	300.00
Hillsdale County Treasurer	Building Supplies Expense - HD - Gas	44.71
Hillsdale Public Health	Rent - Hillsdale Office	7,375.00
Home Care Wellness	Care Management	160.00
Hospital Network Health	Medical Waste Removal	275.00
Indiana Michigan Power	Building Expense - TR	815.56
Kalamazoo County Human Service	Ombudsman	500.00
Kkzo LLC	Software - CD Reporting	900.00
Larry's Lock & Safe Service Inc.	VOCA-Replaced & Rekeyed clients doors	173.26
Legal Service Of South Central Mi.	Older Adult Legal Assistance	80.00
LifeCare Ambulance	CSHCS Client	897.40
Maplecrest	Rent - Sturgis Office	567.00
McKesson	Medical Supplies	1,022.67
Meijer	Prescription - 8 Clients	241.99
Merck & Company	Medical Supplies 3 invoices	7,219.48
Mers 5% Alerus Financial DC	Defined Contributions 5% EES	7,063.69
Michigan Public Health	Workforce Contract	2,963.22
Michigan State Disbursement Unit	Payroll Deduction	617.00
N4A	FY 2019 Membership Dues	1,320.00
Nationwide	Payroll Deduction	4,160.00
Next IT	Quarterly Data Storage	830.79
Nurse Administrators' Forum	Training - Atwood	50.00
Optum Insight (Netwerkes.Com)	Billing Service	107.18
Perennial Park Senior Center	Booth Rental - HD Flu Clinic	35.00
Pfizer Pharmaceutical	Medical Supplies	3,529.24
Pitney Bowes	Quarterly Postage Machine Rental/Supplies	539.10
POC Transact Rx	Billing Service	81.00
Professional Recovery	CSHCS Client	255.00
Prompt Care	Drug Testing - 2 Employee	138.00
Rebecca Burns	Reimbursement - 2 Tables	199.31

October 1 through 31, 2018		
Republic Waste Services	Building Expense - TR Quarterly	150.00
Richard Clark	Building Expense - CW	1,800.00
Rickett's Lawn Care	Building Expense - Lawn Care Three Rivers	1,580.00
Rosati Schultz Joppich Amtsbueshler	Attorney	225.00
Sanofi Pasture	Medical Supplies 2 Invoices	9,443.01
SEMCO Energy	Building Expense - TR	38.13
St Joseph County COA	Home & Community Based Services	44,281.69
St Joseph Trans Authority	Older Adult Transportation	2,000.31
St. Joseph Community Co-op	Care Management	292.50
Staples	Office Supplies	482.35
State Of Michigan	Food Licenses	368.00
State Of Michigan	Water Lab Test	710.00
State Of Michigan MDHHS	Project Fresh - WIC	2,260.33
Three Rivers Health	Rent - Dental Clinic	2,775.00
Three Rivers Petty Cash	Petty Cash	5.29
Thurston Woods	Home & Community Based Services	655.83
VRI Lifeline Of Michigan	Care Management	565.95
Wal Mart Misc.	Secretary Meeting	91.40
Xmission	Email Provider	221.25
Total Of Invoice List		369,063.45

November 1 through November 30, 2018

Abila	Quarterly Subscription	4,886.25
ACD.Net	Telephones 3 offices	2,671.24
AFLAC	Payroll Deduction	2,204.79
Alerus Financial (Retirement)	Payroll Deduction	885.00
Armstrong Health Care	WIC / AAA Contractual Consultant	2,605.66
Blue Cross Blue Shield	Health Insurance	55,596.22
Branch Area Transit Authority	Elderly Transportation Service	2,723.04
Branch County Clerk	Data Processing	155.00
Branch County Commission COA	Home & Community Based Services	8,118.82
Branch County Complex	Rent - Coldwater Office	5,694.28
Bronson Veterinary Service	Rabies Testing	50.00
CAA of South Central	Home & Community Based Services	20,949.65
Candy Cox	Reimbursement - Secretary	74.47
Care-N-Assist	Care Management	1,356.68
CDW Government Inc.	Computer Supplies 4 Invoices	7,693.37
Century Bank Basic Flex Health Plan	Payroll Deduction	1,824.93
Century Bank EFPTS	Federal & Fica Taxes	57,211.23
Century Bank Master Card	12 Car Seats Returned	(576.19)
Century Bank Master Card	Air Cards	45.00
Century Bank Master Card	IPhone Cases	54.89
Century Bank Master Card	Secretary Meeting	238.80
Century Bank Master Card	AP Checks	332.85
Century Bank Master Card	CSHCS Client	359.70
Century Bank Mers	MERS DB /Retirement	29,267.06
Century Bank State	Michigan Tax	9,603.55
Cintas	Rugs & Lab Coats - Cleaning	69.25
City of Coldwater	Water Lab Test	80.00
City Of Three Rivers	Water / Sewage & Lab Testing	110.17
Cody Johnson	Refund - Well Permit	145.00
Companion Life Insurance Co.	Life Insurance Premiums	981.64
Connect America	Care Management	70.50
Cribs for Kids	Safe Sleep Grant (50 Cribetts & 200 Safe Sleep Kits) 2 Orders	9,999.50
Crossroads Health & Home Services Ulmtd	Care Management	1,646.09
Current Office Solutions	Office Supplies/Copier Charges - 5 Invoices	1,829.75
David Fowler	Reimbursement - Mailing Rabies	47.95
Dr. Vogel	Medical Director - Contractual	4,211.73

November 1 through November 30, 2018

Embrace Your Health	Care Management	419.00
Frontier	Sensaphone & Fax Line Service	301.89
GDI	Building Supplies Expense - TR	191.25
GDI	Building Cleaning Expense - TR	1,749.00
GDI	Building Cleaning Expense - HD	2,649.00
GlaxoSmithKline	Medical Supplies 2 Invoices	3,631.00
Griffiths Mechanical	Building Expense	500.00
Hillsdale Board Of Utilities	Building Expense - HD	1,727.57
Hillsdale County Treasurer	Building Labor Expense - HD	80.00
Hillsdale County Treasurer	Building Snow/Mow Expense - HD	100.00
Hillsdale County Treasurer	Building Supplies Expense - HD	117.66
Hillsdale County Treasurer	Building Refuse Expense - HD	150.00
Hillsdale County Treasurer	Special Project - Pest Control & Deck	238.69
Hillsdale Public Health	Rent - Hillsdale Office	7,375.00
Home Care Wellness	Care Management	160.00
Indiana Michigan Power	Building Expense - TR	850.48
Lab Corp	Lab Fees	90.00
Lake Michigan Mailers	Postage Pick Up Service	135.00
Legal Service Of South Central Mi.	Older Adult Legal Assistance	910.00
Maplecrest	Rent - Sturgis Office	567.00
McKesson	Medical Supplies 3 Invoices	774.66
MDHHS Bureau of Laboratories	Lead Testing	70.68
Merck & Company	Medical Supplies	1,852.47
Michigan Public Health	Training - 2 Employees	90.00
Michigan Public Health	Workforce Contract	2,021.28
Michigan State Disbursement Unit	Payroll Deduction	925.50
NACCHO	Rebecca Burns PPHR Implementation	1,250.00
Nationwide	Payroll Deduction	9,540.00
Omni Pod Insulet	CSHCS Client	840.00
Pfizer Pharmaceutical	Medical Supplies	1,764.62
Plusoptix	V & H Screener, Cases & Warranty 2 Invoices	9,990.00
POC Transact Rx	Billing Service	294.00
ProMedica	CPR Refund	255.00
Prometric	Food Safety Exams	400.00
Prompt Care	Drug Testing - 6 Employee	414.00

November 1 through November 30, 2018

Reserve Account	Postage	3,000.00
Richard Clark	Building Expense - CW	1,800.00
Riley Pumpkin Farm	TR Building Expense - Snow Plowing	100.00
Ronald Gilmore	Refund - Food Class	140.00
Rosati Schultz Joppich Amtsbueshler	Attorney	345.00
Rose Exterminator	Building Maintenance - TR Quarterly	195.00
Sanofi Pasture	Medical Supplies 5 Invoices	12,408.06
SEMCO Energy	Building Expense - TR	69.72
Shred It	Document Destruction	90.00
Solara Medical Supplies	CSHCS Client	1,675.80
St Joseph County COA	Home & Community Based Services	33,895.26
St Joseph Trans Authority	Older Adult Transportation	2,201.87
St. Joseph Community Co-op	Care Management	279.00
Staples	Office Supplies	794.57
State Of Michigan	Food Licenses	409.00
STD Client Refund	Lost check in the mail	(11.50)
Three Rivers Health	Rent - Dental Clinic	2,775.00
Thurston Woods	Home & Community Based Services	2,728.00
Tobacco -Free Michigan	Membership - Mapes	200.00
Verizon	Cell Phones	1,875.51
Wal Mart Misc.	Imms Clinic Supplies	10.76
Xmission	Email Provider	236.00
Total Of Invoice List		350,859.67

Balance Sheet - BHSJ-CHA
10/1/2018 - 10/31/2018

Current Period Balance

Assets

Cash on Hand	\$	2,720.75
Cash with County Treasurer	\$	794,387.09
Community Foundation Grant	\$	309,905.12
Accounts Receivable	\$	33,933.83
Due from Dental DAPP	\$	65,647.71
Due from State	\$	58,557.51
Due from Other Funding Sources	\$	304,946.88
Prepaid Expenses	\$	131,386.81
Biologic Inventory	\$	87,025.11
Total Assets	\$	<u>1,788,510.81</u>

Liabilities

Accounts Payable	\$	219,248.81
Payroll Liabilites	\$	137,888.64
Capital Improvements	\$	25,000.00
Deferred Revenue	\$	35,136.38
Deferred Revenue BR	\$	34,591.67
Deferred Revenue HD	\$	38,000.00
Deferred Revenue SJ	\$	49,751.00
Biologics	\$	87,025.11
Total Liabilities	\$	<u>626,641.61</u>

Net Assets

Operation Fund Balance	\$	372,021.19
Restricted Fund Balance	\$	371,884.64
Designated Fund Balance	\$	417,963.37
Total Net Assets	\$	<u>1,161,869.20</u>
Total Liabilities and Net Assets	\$	<u>1,788,510.81</u>

Prior Year Fund Balance Comparison at 10/31/2017:

Operation Fund Balance	\$	253,554.25
Restricted Fund Balance	\$	372,483.70
Total Fund Balance	\$	626,037.95

Expense by Program - 10/1/2018 - 10/31/2018

RU Code	RU Title	Current Month	Year to Date	Total Budget - Amendment1	Percent Total Expended Amend1
*	115 MCH Enabling Women	23,212.08	23,212.08	49,483.00	46.90%
*	010 Agency Support	43,332.83	43,332.83	194,444.00	22.28%
**	326 Vision (ELPHS)	16,815.23	16,815.23	84,134.00	19.98%
*	022 Coalition for Tobacco Control	3,520.71	3,520.71	20,000.00	17.60%
*	138 Immunization IAP (Private)	84,911.91	84,911.91	557,030.00	15.24%
*	345 Lead Testing	1,702.00	1,702.00	12,302.00	13.83%
*	341 Infectious Disease	28,907.27	28,907.27	239,482.00	12.07%
*	023 Capital Expenditures	3,215.58	3,215.58	30,000.00	10.71%
**	327 Hearing (ELPHS)	7,807.64	7,807.64	73,400.00	10.63%
*	014 VOCA	20,702.45	20,702.45	199,750.00	10.36%
*	012 Area Agency on Aging	111,640.98	111,640.98	1,215,096.00	9.18%
*	745 Type II Water	6,756.17	6,756.17	77,037.00	8.77%
*	338 Immunization Vaccine Handling (Gov't)	40,168.59	40,168.59	472,632.00	8.49%
*	325 CSHCS	15,790.50	15,790.50	187,000.00	8.44%
*	605 General EH Services	5,372.44	5,372.44	63,695.79	8.43%
*	714 Onsite Sewage Disposal	25,589.73	25,589.73	303,393.11	8.43%
*	721 Drinking Water Supply	25,589.73	25,589.73	303,393.11	8.43%
	021 Dental Clinic - Three Rivers	2,775.00	2,775.00	33,300.00	8.33%
	032 Emergency Preparedness	12,520.22	12,520.22	151,226.00	8.27%
	335 MCH Public Health Functions & Infr	1,738.24	1,738.24	21,408.00	8.11%
	321 CHC Tele-A-Health	3,017.08	3,017.08	37,553.00	8.03%
	331 STD	9,860.87	9,860.87	127,362.00	7.74%
	108 WIC Breastfeeding	6,713.45	6,713.45	88,043.00	7.62%
	704 Food Service	31,749.98	31,749.98	418,773.00	7.58%
	109 WIC	67,415.13	67,415.13	906,164.00	7.43%
	332 HIV Prevention	2,119.46	2,119.46	28,606.00	7.40%
	329 MCH Enabling Children	1,880.88	1,880.88	28,441.00	6.61%
	107 Medicaid Outreach	8,382.85	8,382.85	133,271.00	6.29%
	034 Outbreak Investigation	299.46	299.46	5,000.00	5.98%
	029 Dental Clinic - Hillsdale	498.51	498.51	9,683.00	5.14%
	101 Workforce Development	2,401.67	2,401.67	48,284.00	4.97%
	018 Aging Mastery	0.00	0.00	2,523.00	0.00%
	112 CSHCS Medicaid Outreach	0.00	0.00	56,272.00	0.00%
	008 Salary/Fringe Payoff	0.00	0.00	70,000.00	0.00%
Total Expense		616,408.64	616,408.64	6,248,181.01	9.87%

The Agency is currently 1.54% over budget.

1/12 months - 8.33%

**9-Month Program

12 Month Programs:

- RU 115:** Purchased safe sleep materials (written into the grant), program will fall back in line with budget as FY progresses.
- RU 010:** Quarterly software fees and 50% payment for casualty insurance payment. Will fall back in line with budget as FY progresses.
- RU 022:** Increased activity in program at this time of year.
- RU 138:** Large quantity of vaccines purchased.
- RU 345:** Increased activity in program.
- RU 341:** Large quantity of vaccines (Flu) purchased.
- RU 023:** Monthly recurring fees for EMR are slightly more than original projection, will be rectified with amendment.
- RU 014:** New computer purchases (written into the grant) purchased, program will fall back in line with budget as year progresses.
- RU 012:** Slightly over Original Budget, will monitor and adjust if needed.
- RU 745:** Slightly over Original Budget, will monitor and adjust if needed.
- RU 338:** Slightly over Original Budget, will monitor and adjust if needed.
- RU 325:** Slightly over Original Budget, will monitor and adjust if needed.
- RU 605:** Slightly over Original Budget, will monitor and adjust if needed.

9 Month Programs:

- RU 326:** New vision testing equipment purchased (budgeted), program will continue to fall back in line with budget as FY progresses.
- RU 327:** Within budget, (1/9) - 11.11%

BHSJ Community Health Agency
 Preliminary Schedule of Cash Receipts and Disbursements
 May 31st thru October 31st, 2018

5/31/2018 Cash Balance	\$ 1,357,911.92
Plus: Cash Receipts	\$ 498,562.74
Less: Cash Disbursements For:	
Payroll:	\$ (190,844.06)
Accounts Payable:	\$ (542,028.75)
6/30/2018 Cash Balance	\$ 1,123,601.85
Plus: Cash Receipts	\$ 590,128.88
Less: Cash Disbursements For:	
Payroll:	\$ (135,496.10)
Accounts Payable:	\$ (308,180.62)
7/31/2018 Cash Balance	\$ 1,270,054.01
Plus: Cash Receipts	\$ 564,883.29
Less: Cash Disbursements For:	
Payroll:	\$ (131,909.99)
Accounts Payable:	\$ (328,844.77)
8/31/2018 Cash Balance	\$ 1,374,182.54
Plus: Cash Receipts	\$ 439,339.36
Less: Cash Disbursements For:	
Payroll:	\$ (138,006.72)
Accounts Payable:	\$ (562,622.00)
9/30/2018 Cash Balance	\$ 1,112,893.18
Plus: Cash Receipts	\$ 568,883.63
Less: Cash Disbursements For:	
Payroll:	\$ (141,224.92)
Accounts Payable:	\$ (436,759.68)
10/31/2018 Cash Balance	\$ 1,103,792.21

November 7, 2018

To: AAA Boards of Directors

From: Ryan Cowmeadow, 4AM Executive Director

Re: Appointment of representative

Thank you for your membership in the Area Agencies on Aging Association of Michigan (4AM). Each member organization is entitled to appoint one Director to the AAAAM Board of Directors. I am writing to request the name of your appointed representative, who will serve a four-year term beginning December of 2018 and ending December of 2022.

Fill in the form below to appoint your Director to the 4AM Board of Directors.

For your reference, attached to this message is a copy of the Articles of Incorporation, Attachment A.

<p style="text-align: center;">As a member of the Area Agencies on Aging Association of Michigan</p> <hr/> <p style="text-align: center;">(name of agency)</p> <p style="text-align: center;">Hereby appoints</p> <hr/> <p style="text-align: center;">(name of representative)</p> <p style="text-align: center;">as its designated representative to serve as a voting member of the 4AM Board of Directors, for a term commencing December of 2018 and expiring December of 2022.</p> <p>Signed _____ Date _____ (Board Chair or President)</p>
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**BRANCH-HILLSDALE-ST.JOSEPH
COMMUNITY HEALTH AGENCY**

FISCAL YEAR 2018-2019

Amended Budget (#1)

December 13th, 2018

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	Prepared By: Jeff Macklin			
	008	009	010	012
Original EXPENDITURE CATEGORY:	SALARYFRINGE PAYOFF	SPACE ALLOCATION	GENERAL ADMINISTRATION	AREA AGENCY ON AGING
1. SALARIES & WAGES	70,000		327,430	192,743
2. FRINGE BENEFITS		-	164,581	84,004
3. CAP EXP FOR EQUIP & FAC		-	-	-
4. CONTRACTUAL (SUBCONTRACTS)		-	-	865,622
5. OTHER EXPENSES:		-	-	-
6. SUPPLIES		-	19,125	2,275
7. TRAVEL		-	10,500	11,500
8. COMMUNICATIONS		-	25,000	2,000
9. COUNTY/CITY CENTRAL SERVICES		-	-	-
10. SPACE COSTS		328,230	-	-
11. ALL OTHERS (ADP & MISC.)		-	102,741	10,150
12. TOTAL DIRECT EXPENDITURES	70,000	328,230	649,377	1,168,294
13. ADMINISTRATIVE INDIRECT EXP		-	(726,789)	62,805
22.69%				
15. TOTAL DIRECT & ADM EXP	70,000	328,230	(77,412)	1,231,099
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration				
Immunization Distribution				
CSHCS Distribution				
General Environmental Distribution				
Space Allocation		(328,230)	135,425	2,714
17. TOTAL EXPENDITURES	70,000	0	58,013	1,233,813

Exclusion Items:

18. FEES 1ST & 2ND PARTY		-	30	-
19. FEES & COLLECTIONS 3RD PARTY		-	-	-
21. LOCAL (NON-LPHO)		-	-	-
OTHER	70,000	-	57,982	29,918
BCCF Funds		-	-	-
MCDC Excess Dental Revenue		-	-	-
LOCAL MATCH REQUIREMENT		-	-	-
20. FED/STATE FUNDING (NON-MDCH)		-	-	1,203,895
22. OTHER NON-LPHO		-	-	-
23. MDCH - NON-CPBC		-	-	-
24. MDCH - CPBC HIV Testing		-	-	-
VFC Visits		-	-	-
Care Coordination		-	-	-
Nurse Ed		-	-	-
MCH Block Grant		-	-	-
State Allocation		-	-	-
25. TOTAL MDCH - CPBC	-	-	-	-
26. TOTAL EXCLUSIONS:	70,000	-	58,012	1,233,813
Net Allowable Expenditures		-	-	
27. NET ALLOWABLE EXPENDITURES	-	0	1	-
27. STATE ELPHS		-	-	-
28. COUNTY APPROPRIATIONS	-	0	1	-
29. USE OF FUND BALANCE		-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	014	018	021	022
	VOCA	AGING MASTERY	DENTAL CLINIC THREE RIVERS	LOCAL TOBACCO REDUCTION
Original EXPENDITURE CATEGORY:				
1. SALARIES & WAGES	90,749	-		10,575
2. FRINGE BENEFITS	28,589	-		6,276
3. CAP EXP FOR EQUIP & FAC			-	-
4. CONTRACTUAL (SUBCONTRACTS)	18,851		-	-
5. OTHER EXPENSES:			-	-
6. SUPPLIES	9,300	-	-	575
7. TRAVEL	14,549	-	-	1,400
8. COMMUNICATIONS	3,000	-	-	-
9. COUNTY/CITY CENTRAL SERVICES			-	-
10. SPACE COSTS			-	-
11. ALL OTHERS (ADP & MISC.)	7,413	-	33,300	2,250
12. TOTAL DIRECT EXPENDITURES	172,451	-	33,300	21,076
13. ADMINISTRATIVE INDIRECT EXP	27,083	-	-	3,824
22.69%				
15. TOTAL DIRECT & ADM EXP	199,534	-	33,300	24,900
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration				
Immunization Distribution				
CSHCS Distribution				
General Environmental Distribution				
Space Allocation	216	-	-	1,104
17. TOTAL EXPENDITURES	199,750	-	33,300	26,004

Exclusion Items:

18. FEES 1ST & 2ND PARTY			-	-
19. FEES & COLLECTIONS 3RD PARTY			-	-
21. LOCAL (NON-LPHO)			-	-
OTHER		-	33,300	-
BCCF Funds			-	-
MCDC Excess Dental Revenue			-	-
LOCAL MATCH REQUIREMENT			-	-
20. FED/STATE FUNDING (NON-MDCH)	199,750			
22. OTHER NON-LPHO			-	-
23. MDCH - NON-CPBC			-	-
24. MDCH - CPBC HIV Testing			-	-
VFC Visits			-	-
Care Coordination				
Nurse Ed				
MCH Block Grant			-	-
State Allocation			-	25,000
25. TOTAL MDCH - CPBC	-	-	-	25,000
26. TOTAL EXCLUSIONS:	199,750	-	33,300	25,000
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	-	-	-	1,004
27. STATE ELPHS			-	-
28. COUNTY APPROPRIATIONS	-	-	-	1,004
29. USE OF FUND BALANCE				-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	023	029	032	034
	CAPITAL IMPROVEMENTS	DENTAL CLINIC HILLSDALE	PUBLIC HEALTH EMERG. PREP.	OUTBREAK INVESTIGATION
Original EXPENDITURE CATEGORY:				
1. SALARIES & WAGES			73,187	2,185
2. FRINGE BENEFITS			23,342	1,116
3. CAP EXP FOR EQUIP & FAC	-	-		
4. CONTRACTUAL (SUBCONTRACTS)	-	-		
5. OTHER EXPENSES:	-	-		
6. SUPPLIES	-	-	3,740	100
7. TRAVEL	-	-	4,400	600
8. COMMUNICATIONS	-	-	25,000	100
9. COUNTY/CITY CENTRAL SERVICES	-	-		
10. SPACE COSTS	-	-		
11. ALL OTHERS (ADP & MISC.)	44,440	9,683	5,912	396
12. TOTAL DIRECT EXPENDITURES	44,440	9,683	135,581	4,497
13. ADMINISTRATIVE INDIRECT EXP	-	-	21,906	749
22.69%				
15. TOTAL DIRECT & ADM EXP	44,440	9,683	157,487	5,246
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration				
Immunization Distribution				
CSHCS Distribution				
General Environmental Distribution				
Space Allocation	-	-	1,410	31
17. TOTAL EXPENDITURES	44,440	9,683	158,897	5,277

Exclusion Items:

18. FEES 1ST & 2ND PARTY	-	-		
19. FEES & COLLECTIONS 3RD PARTY	-	-		
21. LOCAL (NON-LPHO)	-	-		
OTHER	-	9,683		
BCCF Funds	-	-		
MCDC Excess Dental Revenue	44,440	-		
LOCAL MATCH REQUIREMENT	-	-	13,154	
20. FED/STATE FUNDING (NON-MDCH)				
22. OTHER NON-LPHO	-	-		
23. MDCH - NON-CPBC	-	-		
24. MDCH - CPBC HIV Testing	-	-		
VFC Visits	-	-		
Care Coordination				
Nurse Ed				
MCH Block Grant	-	-		
State Allocation	-	-	131,543	5,000
25. TOTAL MDCH - CPBC	-	-	131,543	5,000
26. TOTAL EXCLUSIONS:	44,440	9,683	144,697	5,000
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	-	-	14,200	277
27. STATE ELPHS	-	-		
28. COUNTY APPROPRIATIONS	-	-	14,200	277
29. USE OF FUND BALANCE	-	-		

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	101	107	108	109
	Original EXPENDITURE CATEGORY: 10/1/17-9/30/18	WORKFORCE	MEDICAID OUTREACH	WIC BREASTFEEDING
1. SALARIES & WAGES	5,655	61,689	47,718	391,083
2. FRINGE BENEFITS	2,446	32,056	6,646	204,766
3. CAP EXP FOR EQUIP & FAC	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-
6. SUPPLIES	340	1,305	1,150	17,150
7. TRAVEL	250	1,700	800	11,000
8. COMMUNICATIONS	50	100	1,000	4,600
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-
10. SPACE COSTS	-	-	-	-
11 .ALL OTHERS (ADP & MISC.)	39,550	100	1,900	49,018
12. TOTAL DIRECT EXPENDITURES	48,291	96,950	59,214	677,617
13. ADMINISTRATIVE INDIRECT EXP	1,838	21,274	12,337	135,222
	22.69%			
15. TOTAL DIRECT & ADM EXP	50,129	118,224	71,551	812,839
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration		10,260	5,950	65,211
Immunization Distribution		-		
CSHCS Distribution				
General Environmental Distribution				
Space Allocation	128	2,904	7,498	32,857
17. TOTAL EXPENDITURES	50,257	131,387	84,999	910,908

Exclusion Items:

18. FEES 1ST & 2ND PARTY	-	-	-	-
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	10,000
21. LOCAL (NON-LPHO)	-	-	-	-
OTHER	-	-	-	-
BCCF Funds	-	-	-	-
MCDC Excess Dental Revenue	-	-	-	-
LOCAL MATCH REQUIREMENT	-	65,694	-	-
20. FED/STATE FUNDING (NON-MDCH)	-	65,694	-	-
22. OTHER NON-LPHO	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-
VFC Visits	-	-	-	-
Care Coordination				
Nurse Ed				
MCH Block Grant	-	-	-	-
State Allocation	44,135	-	78,535	894,164
25. TOTAL MDCH - CPBC	44,135	-	78,535	894,164
26. TOTAL EXCLUSIONS:	44,135	131,387	78,535	904,164
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	6,122	-	6,464	6,744
27. STATE ELPHS	-	-	-	-
28. COUNTY APPROPRIATIONS	6,122	-	6,464	6,744
29. USE OF FUND BALANCE	-	-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	112	115	138	199
	Original EXPENDITURE CATEGORY:	CSHCS MEDICAID OUTREACH	MCH ENABLING WOMEN	IMMUNIZATION/ IAP
1. SALARIES & WAGES		18,948	182,851	56,955
2. FRINGE BENEFITS		7,636	89,594	26,907
3. CAP EXP FOR EQUIP & FAC	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-
6. SUPPLIES	-	610	264,450	1,555
7. TRAVEL	-	150	3,000	1,300
8. COMMUNICATIONS	-	100	700	500
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-
10. SPACE COSTS	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	-	21,500	322,730	200
12. TOTAL DIRECT EXPENDITURES	-	48,944	863,325	87,417
13. ADMINISTRATIVE INDIRECT EXP	-	6,033	61,829	19,032
22.69%		-		
15. TOTAL DIRECT & ADM EXP	-	54,977	925,154	106,449
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration		2,909	29,817	(181,624)
Immunization Distribution			(300,000)	-
CSHCS Distribution	36,467		-	-
General Environmental Distribution				-
Space Allocation	-	1,065	10,539	75,175
17. TOTAL EXPENDITURES	36,467	58,952	665,510	-

Exclusion Items:

18. FEES 1ST & 2ND PARTY	-	-	16,000	-
19. FEES & COLLECTIONS 3RD PARTY	-	-	196,000	-
21. LOCAL (NON-LPHO)	-	-	-	-
OTHER	-	-	5,000	-
BCCF Funds	-	-	-	-
MCDC Excess Dental Revenue	-	-	-	-
LOCAL MATCH REQUIREMENT	13,396	-	-	-
20. FED/STATE FUNDING (NON-MDCH)	13,396		300,000	
22. OTHER NON-LPHO	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-
VFC Visits	-	-	-	-
Care Coordination				
Nurse Ed				
MCH Block Grant	-	46,863		-
State Allocation	-	-	71,796	-
25. TOTAL MDCH - CPBC	-	46,863	71,796	-
26. TOTAL EXCLUSIONS:	26,792	46,863	588,796	-
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	9,675	12,089	76,714	-
27. STATE ELPHS	-	-	-	-
28. COUNTY APPROPRIATIONS	9,675	12,089	76,714	-
29. USE OF FUND BALANCE	-	-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	321	325	326	327
	CHC-TELE A HEALTH	CSHCS OR & ADVOCACY	VISION	HEARING
Original EXPENDITURE CATEGORY:				
1. SALARIES & WAGES	23,732	119,389	32,332	32,332
2. FRINGE BENEFITS	6,309	31,399	18,682	18,682
3. CAP EXP FOR EQUIP & FAC	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-
6. SUPPLIES	200	5,180	3,860	3,230
7. TRAVEL	500	5,000	2,800	3,000
8. COMMUNICATIONS	150	1,200	225	200
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-
10. SPACE COSTS	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	425	4,445	12,605	3,000
12. TOTAL DIRECT EXPENDITURES	31,316	166,613	70,504	60,444
13. ADMINISTRATIVE INDIRECT EXP	6,817	34,220	11,577	11,577
22.69%				
15. TOTAL DIRECT & ADM EXP	38,133	200,833	82,081	72,021
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration		16,503	5,583	5,583
Immunization Distribution				
CSHCS Distribution		(36,467)		
General Environmental Distribution		-		
Space Allocation	551	3,011	734	734
17. TOTAL EXPENDITURES	38,684	183,879	88,398	78,338

Exclusion Items:

18. FEES 1ST & 2ND PARTY	-	-	14,000	11,000
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	-
21. LOCAL (NON-LPHO)	-	-	-	-
OTHER	33,400	3,150	-	-
BCCF Funds	-	-	10,500	-
MCDC Excess Dental Revenue	-	-	-	-
LOCAL MATCH REQUIREMENT	-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)				
22. OTHER NON-LPHO	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-
VFC Visits	-	-	-	-
Care Coordination		64,000		
Nurse Ed				
MCH Block Grant	-	-	-	-
State Allocation	-	116,729	-	-
25. TOTAL MDCH - CPBC	-	180,729	-	-
26. TOTAL EXCLUSIONS:	33,400	183,879	24,500	11,000
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	5,284	-	63,898	67,338
27. STATE ELPHS	-	-	48,509	48,509
28. COUNTY APPROPRIATIONS	5,284	-	15,389	18,829
29. USE OF FUND BALANCE	-	-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	329	331	332	335
	Original EXPENDITURE CATEGORY: MCH - ENABLING SERVICES CHILDREN	SEXUAL TRANS. DISEASES	HIV PREVENTION	MCH PUB. HLTH. FUNCT. & INFRA.
1. SALARIES & WAGES	10,511	55,052	13,930	10,566
2. FRINGE BENEFITS	6,027	29,878	7,622	6,562
3. CAP EXP FOR EQUIP & FAC		-	-	-
4. CONTRACTUAL (SUBCONTRACTS)		-	-	-
5. OTHER EXPENSES:		-	-	-
6. SUPPLIES	11,600	3,255	420	80
7. TRAVEL	200	850	300	1,000
8. COMMUNICATIONS	200	200	50	500
9. COUNTY/CITY CENTRAL SERVICES		-	-	-
10. SPACE COSTS		-	-	-
11. ALL OTHERS (ADP & MISC.)	715	14,425	1,800	100
12. TOTAL DIRECT EXPENDITURES	29,253	103,660	24,122	18,808
13. ADMINISTRATIVE INDIRECT EXP	3,753	19,274	4,891	3,887
22.69%				
15. TOTAL DIRECT & ADM EXP	33,006	122,934	29,013	22,695
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration	1,810	9,295	2,359	1,875
Immunization Distribution				
CSHCS Distribution				
General Environmental Distribution				
Space Allocation	160	4,118	391	999
17. TOTAL EXPENDITURES	34,976	136,347	31,763	25,569

Exclusion Items:

18. FEES 1ST & 2ND PARTY		700	-	-
19. FEES & COLLECTIONS 3RD PARTY		-	-	-
21. LOCAL (NON-LPHO)		-	-	-
OTHER		-	-	-
BCCF Funds		-	-	-
MCDC Excess Dental Revenue		-	-	-
LOCAL MATCH REQUIREMENT		-	-	-
20. FED/STATE FUNDING (NON-MDCH)				
22. OTHER NON-LPHO		-	-	-
23. MDCH - NON-CPBC		-	-	-
24. MDCH - CPBC HIV Testing		-	-	-
VFC Visits		-	-	-
Care Coordination				
Nurse Ed				
MCH Block Grant	28,441	-	-	19,105
State Allocation		-	20,000	-
25. TOTAL MDCH - CPBC	28,441	-	20,000	19,105
26. TOTAL EXCLUSIONS:	28,441	700	20,000	19,105
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	6,535	135,647	11,763	6,464
27. STATE ELPHS		98,026	-	-
28. COUNTY APPROPRIATIONS	6,535	37,621	11,763	6,464
29. USE OF FUND BALANCE	-	-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	338	341	345	605
	IMMUNIZATION/ VACCINE HANDLING	INFECTIOUS DISEASE	LEAD TESTING	GENERAL ENVIRO. HEALTH
Original EXPENDITURE CATEGORY:				
1. SALARIES & WAGES	42,411	98,582	7,360	355,559
2. FRINGE BENEFITS	27,612	45,590	2,029	146,435
3. CAP EXP FOR EQUIP & FAC		-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-
5. OTHER EXPENSES:	-	-	-	-
6. SUPPLIES	840	31,900	330	9,730
7. TRAVEL	300	1,500	200	26,500
8. COMMUNICATIONS	1,900	450	75	2,100
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-
10. SPACE COSTS	-	-	-	-
11. ALL OTHERS (ADP & MISC.)	5,500	24,875	160	19,800
12. TOTAL DIRECT EXPENDITURES	78,563	202,897	10,154	560,124
13. ADMINISTRATIVE INDIRECT EXP	15,891	32,718	2,131	113,922
22.69%				
15. TOTAL DIRECT & ADM EXP	94,454	235,615	12,285	674,046
16. OTHER COST DISTRIBUTIONS:				
Prevention Serv. Administration	7,664	15,779	1,028	
Immunization Distribution	300,000			-
CSHCS Distribution	-			
General Environmental Distribution	-			(633,165)
Space Allocation	1,195	4,871	110	25,584
17. TOTAL EXPENDITURES	403,312	256,265	13,422	66,465

Exclusion Items:

18. FEES 1ST & 2ND PARTY	-	500	-	9,475
19. FEES & COLLECTIONS 3RD PARTY	58,000	53,000	-	-
21. LOCAL (NON-LPHO)	-	-	-	-
OTHER	-	-	-	3,405
BCCF Funds	10,000	-	-	-
MCDC Excess Dental Revenue	-	-	-	-
LOCAL MATCH REQUIREMENT	-	-	-	-
20. FED/STATE FUNDING (NON-MDCH)			1,500	9,500
22. OTHER NON-LPHO	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-
VFC Visits	9,450	-	-	-
Care Coordination				
Nurse Ed	4,350			
MCH Block Grant	-	-	-	-
State Allocation	28,615	-	-	-
25. TOTAL MDCH - CPBC	42,415	-	-	-
26. TOTAL EXCLUSIONS:	110,415	53,500	1,500	22,380
Net Allowable Expenditures				
27. NET ALLOWABLE EXPENDITURES	292,897	202,765	11,922	44,085
27. STATE ELPHS	165,117	196,652	-	-
28. COUNTY APPROPRIATIONS	127,780	6,113	11,922	44,085
29. USE OF FUND BALANCE	-	-	-	-

Local Agency Branch-Hillsdale-St. Joseph CHA Agreement Period 10/01/18 to 09/30/19	704	714	721	745	
	Original EXPENDITURE CATEGORY:	FOOD PROTECTION	ONSITE SEWAGE DISPOSAL	DRINKING WATER SUPPLY	TYPE II WATER
1. SALARIES & WAGES	249,781			37,088	2,620,393
2. FRINGE BENEFITS	96,250			23,152	1,144,188
3. CAP EXP FOR EQUIP & FAC	-	-	-	-	-
4. CONTRACTUAL (SUBCONTRACTS)	-	-	-	-	884,473
5. OTHER EXPENSES:	-	-	-	-	-
6. SUPPLIES	4,210	-	-	850	397,359
7. TRAVEL	15,000	-	-	2,200	120,499
8. COMMUNICATIONS	1,800	-	-	300	71,500
9. COUNTY/CITY CENTRAL SERVICES	-	-	-	-	-
10. SPACE COSTS	-	-	-	-	328,230
11 .ALL OTHERS (ADP & MISC.)	34,480	-	-	25	773,638
12. TOTAL DIRECT EXPENDITURES	401,521	-	-	63,615	6,340,280
13. ADMINISTRATIVE INDIRECT EXP	78,528	-	-	13,671	-
22.69%					-
15. TOTAL DIRECT & ADM EXP	480,049	-	-	77,286	6,340,280
16. OTHER COST DISTRIBUTIONS:					-
Prevention Serv. Administration					-
Immunization Distribution					-
CSHCS Distribution					-
General Environmental Distribution		316,582	316,582		-
Space Allocation	13,967	-	-	739	0
17. TOTAL EXPENDITURES	494,016	316,582	316,582	78,025	6,340,280

Exclusion Items:

18. FEES 1ST & 2ND PARTY	235,000	90,000	114,000	-	490,705
19. FEES & COLLECTIONS 3RD PARTY	-	-	-	-	317,000
21. LOCAL (NON-LPHO)	-	-	-	-	-
OTHER	-	9,500	-	-	255,338
BCCF Funds	-	-	-	-	20,500
MCDC Excess Dental Revenue	-	-	-	-	44,440
	-	-	-	-	-
LOCAL MATCH REQUIREMENT	-	-	-	-	92,244
20. FED/STATE FUNDING (NON-MDCH)		24,000	1,000	55,279	1,874,014
22. OTHER NON-LPHO	-	-	-	-	-
23. MDCH - NON-CPBC	-	-	-	-	-
24. MDCH - CPBC HIV Testing	-	-	-	-	-
VFC Visits	-	-	-	-	9,450
Care Coordination					64,000
Nurse Ed					4,350
MCH Block Grant	-	-	-	-	94,409
State Allocation	-	-	-	-	1,415,517
					-
25. TOTAL MDCH - CPBC	-	-	-	-	1,587,726
26. TOTAL EXCLUSIONS:	235,000	123,500	115,000	55,279	4,681,967
Net Allowable Expenditures					-
					-
27. NET ALLOWABLE EXPENDITURES	259,016	193,082	201,582	22,746	1,658,313
27. STATE ELPHS	147,783	182,499	162,757	-	1,049,852
28. COUNTY APPROPRIATIONS	111,233	10,583	38,825	22,746	608,461
29. USE OF FUND BALANCE	-	-	-	-	-

**BRANCH-HILLSDALE-ST. JOESPH
COMMUNITY HEALTH AGENCY**

OCTOBER 2018- SEPTEMBER 2019

TOTAL EXPENSES

AMENDED BUDGET (#1) 12/13/2018	ORIGINAL BUDGET FY 2018-19	AMENDED BUDGET (#1) FY 2018-19	DIFFERENCE
	\$ 6,248,181	\$ 6,340,280	\$ 92,099
	\$ -	\$ -	
<u>OTHER:</u>			
Salary/Fringe Payoff	\$ 70,000	\$ 70,000	\$ -
Capital Improvements	\$ 30,000	\$ 44,440	\$ 14,440
Dental Clinic - St. Joseph Co.	\$ 33,300	\$ 33,300	\$ -
Dental Clinic - Hillsdale Co.	\$ 9,683	\$ 9,683	\$ -
TOTAL	\$ 142,983	\$ 157,423	\$ 14,440
<u>CORE SUPPORT SERVICES:</u>			
General Administration	\$ 194,444	\$ 58,013	\$ (136,431)
Area Agency on Aging	\$ 1,215,096	\$ 1,233,813	\$ 18,717
VOCA	\$ 199,750	\$ 199,750	\$ -
Senior Reach	\$ -	\$ -	\$ -
Aging Mastery	\$ 2,523	\$ -	\$ (2,523)
Emergency Preparedness	\$ 151,226	\$ 158,897	\$ 7,671
Workforce Development	\$ 48,284	\$ 50,257	\$ 1,973
TOTAL CORE SUPPORT	\$ 1,811,323	\$ 1,700,730	\$ (112,565)
<u>PREVENTION SERVICES:</u>			
Outbreak Response - Hep A	\$ 5,000	\$ 5,277	\$ 277
Medicaid Outreach	\$ 133,271	\$ 131,387	\$ (1,883)
WIC - Breastfeeding	\$ 88,043	\$ 84,999	\$ (3,044)
WIC - Women, Infants, & Children	\$ 906,164	\$ 910,908	\$ 4,743
CSHCS Medicaid Outreach	\$ 56,272	\$ 36,467	\$ (19,805)
MCH Enabling Women	\$ 49,483	\$ 58,952	\$ 9,469
Immunization Clinics	\$ 1,029,662	\$ 1,068,822	\$ 39,160
Children's Special Health Care Services	\$ 187,000	\$ 183,879	\$ (3,121)
School Vision & Hearing Clinics	\$ 157,534	\$ 166,736	\$ 9,202
MCH Enabling Children	\$ 28,441	\$ 34,976	\$ 6,534
STD Prevention & Control	\$ 127,362	\$ 136,347	\$ 8,985
HIV Prevention & Control	\$ 28,606	\$ 31,763	\$ 3,157
MCH Public Hlt Function & Infra	\$ 21,408	\$ 25,569	\$ 4,161
Infectious Disease	\$ 239,482	\$ 256,265	\$ 16,783
Lead Testing	\$ 12,302	\$ 13,422	\$ 1,120
TOTAL PREVENTION	\$ 3,070,030	\$ 3,145,768	\$ 75,738
<u>HEALTH PROMOTION:</u>			
Tobacco Control	\$ 20,000	\$ 26,004	\$ 6,004
Tel-A-Health	\$ 37,553	\$ 38,684	\$ 1,131
TOTAL HEALTH PROMOTION	\$ 57,553	\$ 64,688	\$ 7,135
<u>ENVIRONMENTAL HEALTH PROTECTION</u>			
General Environmental Health	\$ 63,696	\$ 66,465	\$ 2,769
Food Protection	\$ 418,773	\$ 494,016	\$ 75,243
Onsite Sewage	\$ 303,393	\$ 316,582	\$ 13,189
Drinking Water Supply	\$ 303,393	\$ 316,582	\$ 13,189
Type II Water	\$ 77,037	\$ 78,025	\$ 988
TOTAL ENVIRONMENTAL HEALTH	\$ 1,166,292	\$ 1,271,670	\$ 105,378

**BRANCH-HILLSDALE-ST. JOESPH
COMMUNITY HEALTH AGENCY**

TOTAL REVENUES:

	TOTAL REVENUES	State/Federal	ELPHS	COUNTY APPROP.	FEEES OTHER	USE OF FUND BALANCE
OCTOBER 2018 - SEPTEMBER 2019	\$ 6,340,280	\$3,461,740	\$ 1,049,852	\$ 700,704	\$1,127,984	\$ -
		54.6%	16.6%	11.1%	17.8%	0%
AMENDED BUDGET (#1)	<u>TOTAL REVENUES:</u>					
	<u>\$ 6,340,280</u>			Fund Balance Used for Operations		<u>\$ -</u>
<u>OTHER:</u>						
Salary/Fringe Payoff	\$ 70,000	\$ -	\$ -	\$ -	\$ 70,000	\$ -
Capital Improvements	\$ 44,440	\$ -	\$ -	\$ -	\$ 44,440	\$ -
Dental Clinic - St. Joseph Co.	\$ 33,300	\$ -	\$ -	\$ -	\$ 33,300	\$ -
Dental Clinic - Hillsdale Co.	\$ 9,683	\$ -	\$ -	\$ -	\$ 9,683	\$ -
TOTAL	\$ 157,423	\$ -	\$ -	\$ -	\$ 157,423	\$ -
<u>CORE SUPPORT SERVICES:</u>						
General Administration	\$ 58,013	\$ -	\$ -	\$ -	\$ 58,013	\$ -
Area Agency on Aging	\$ 1,233,813	\$ 1,203,895	\$ -	\$ -	\$ 29,918	\$ -
VOCA	\$ 199,750	\$ 199,750	\$ -	\$ -	\$ -	\$ -
Emergency Preparedness	\$ 158,897	\$ 131,543	\$ -	\$ 27,354.32	\$ -	\$ -
TOTAL CORE SUPPORT	\$ 1,650,473	\$ 1,535,188	\$ -	\$ 27,354	\$ 87,931	\$ -
<u>PREVENTION SERVICES:</u>						
Outbreak Response - Hep A	\$ 5,277	\$ 5,000	\$ -	\$ 277	\$ -	\$ -
Workforce Development	\$ 50,257	\$ 44,135	\$ -	\$ 6,122	\$ -	\$ -
Medicaid Enrollment (OR)	\$ 131,387	\$ 65,694	\$ -	\$ 65,694	\$ -	\$ -
WIC Breastfeeding	\$ 84,999	\$ 78,535	\$ -	\$ 6,464	\$ -	\$ -
WIC - Women, Infants, & Children	\$ 910,908	\$ 894,164	\$ -	\$ 6,744	\$ 10,000	\$ -
CSHCS Medicaid Outreach	\$ 36,467	\$ 13,396	\$ -	\$ 23,071	\$ -	\$ -
MCH Enabling Women	\$ 58,952	\$ 46,863	\$ -	\$ 12,089	\$ -	\$ -
Immunization IAP (Private)	\$ 665,510	\$ 371,796	\$ -	\$ 76,714	\$ 217,000	\$ -
Children's Special Health Care Services	\$ 183,879	\$ 180,729	\$ -	\$ -	\$ 3,150	\$ -
School Vision	\$ 88,398	\$ -	\$ 48,509	\$ 15,389	\$ 24,500	\$ -
School Hearing	\$ 78,338	\$ -	\$ 48,509	\$ 18,829	\$ 11,000	\$ -
MCH Enabling Children	\$ 34,976	\$ 28,441	\$ -	\$ 6,535	\$ -	\$ -
STD Prevention & Control	\$ 136,347	\$ -	\$ 98,026	\$ 37,621	\$ 700	\$ -
HIV Prevention & Control	\$ 31,763	\$ 20,000	\$ -	\$ 11,763	\$ -	\$ -
MCH Public Hlt Function & Infra	\$ 25,569	\$ 19,105	\$ -	\$ 6,464	\$ -	\$ -
Immunization Vaccine Handling (Gov't)	\$ 238,195	\$ 42,415	\$ -	\$ 127,780	\$ 68,000	\$ -
Infectious Disease	\$ 224,730	\$ -	\$ 165,117	\$ 6,113	\$ 53,500	\$ -
Lead Testing	\$ 210,074	\$ 1,500	\$ 196,652	\$ 11,922	\$ -	\$ -
TOTAL PREVENTION	\$ 3,196,025	\$ 1,811,773	\$ 556,813	\$ 439,589	\$ 387,850	\$ -
<u>HEALTH PROMOTION:</u>						
Tobacco Reduction	\$ 26,004	\$ 25,000	\$ -	\$ 1,004	\$ -	\$ -
Tel-A-Health, Coldwater	\$ 38,684	\$ -	\$ -	\$ 5,284	\$ 33,400	\$ -
TOTAL HEALTH PROMOTION	\$ 64,688	\$ 25,000	\$ -	\$ 6,288	\$ 33,400	\$ -
<u>ENVIRONMENTAL HEALTH PROTECTION</u>						
General Environmental Health	\$ 66,465	\$ 9,500	\$ -	\$ 44,085	\$ 12,880	\$ -
Food Protection	\$ 494,016	\$ -	\$ 147,783	\$ 111,233	\$ 235,000	\$ -
Onsite Sewage	\$ 316,582	\$ 24,000	\$ 182,499	\$ 10,583	\$ 99,500	\$ -
Drinking Water Supply	\$ 316,582	\$ 1,000	\$ 162,757	\$ 38,825	\$ 114,000	\$ -
Type II Water	\$ 78,025	\$ 55,279	\$ -	\$ 22,746	\$ -	\$ -
TOTAL ENVIRONMENTAL HEALTH	\$ 1,271,670	\$ 89,779	\$ 493,039	\$ 227,472	\$ 461,380	\$ -

Total cost breakdowns for FY 2018/19

Basis of Raise	Total Salary Increase	MERS - DB Employees Increase (20%)	MERS - DC Employees Increase (5%)	7.65% FICA	Total including MERS and FICA	Approximate Annual Increase to Agency
*1%	\$ 24,900.69	\$ 3,377.89	\$ 333.84	\$ 1,904.90	\$ 30,517.33	\$ 30,517.33
*2%	\$ 49,801.38	\$ 6,755.78	\$ 667.68	\$ 3,809.81	\$ 61,034.65	\$ 61,034.65
*2.5%	\$ 62,251.73	\$ 8,444.73	\$ 834.60	\$ 4,762.26	\$ 76,293.31	\$ 76,293.31
** \$.25 Flat	\$ 30,410.25	\$ 3,816.75	\$ 420.56	\$ 2,326.38	\$ 36,973.95	\$ 36,973.95
** \$0.5 Flat	\$ 60,820.50	\$ 7,633.50	\$ 841.13	\$ 4,652.77	\$ 73,947.89	\$ 73,947.89

*Arrived at amount by multiplying total salary expense by percentage

**Arrived at amount by multiplying total hours budgeted (from FTE spreadsheet) per pay period times 26 pay periods

- *Raise Effective 4/1/2019 - 50% of Approximate Total
- *Raise Effective 1/1/2019 - 75% of Approximate Total
- *Raise Effective 10/1/2019 - 100% of Approximate Total

Michigan Cooperative Liquid Assets Securities System

Principal Stability Fund Ratings Definitions

AAAm A fund rated 'AAAm' demonstrates extremely strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. 'AAAm' is the highest principal stability fund rating assigned by S&P Global Ratings

AAm A fund rated 'AAm' demonstrates very strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. It differs from the highest-rated funds only to a small degree.

Am A fund rated 'Am' demonstrates strong capacity to maintain principal stability and to limit exposure to principal losses due to credit risk, but is somewhat more susceptible to the adverse effects of changes in circumstances and economic conditions than funds in higher-rated categories

BBBm A fund rated 'BBBm' demonstrates adequate capacity to maintain principal stability and to limit exposure to principal losses due to credit risk. However, adverse economic conditions or changing circumstances are more likely to lead to a reduced capacity to maintain principal stability.

BBm A fund rated 'BBm' demonstrates speculative characteristics and uncertain capacity to maintain principal stability. It is vulnerable to principal losses due to credit risk. While such funds will likely have some quality and protective characteristics, these may be outweighed by large uncertainties or major exposures to adverse conditions.

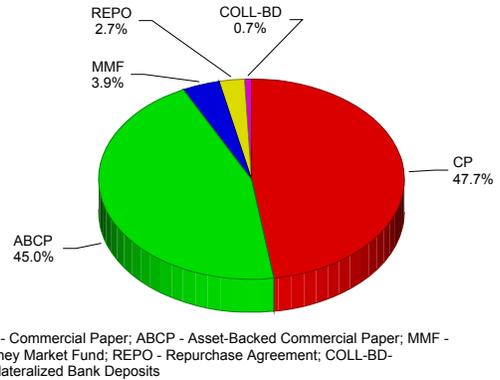
Dm A fund rated 'Dm' has failed to maintain principal stability resulting in a realized or unrealized loss of principal.

Plus (+) or Minus (-)
The ratings may be modified by the addition of a plus (+) or minus (-) sign to show relative standing within the rating categories.

About the Pool

Pool Rating	AAAm
Pool Type	Stable NAV Government Investment Pool
Investment Adviser	Public Trust Advisors, LLC
Portfolio Manager	Randy Palomba, CFA & Neil Waud, CFA
Pool Rated Since	March 2009
Custodian	Wells Fargo Bank N.A.
Distributor	Public Trust Advisors, LLC (Public Trust)

Portfolio Composition as of March 27, 2018



Rationale

Michigan Cooperative Liquid Assets Securities System (Michigan CLASS) is rated 'AAAm' by S&P Global. The rating signifies our forward-looking opinion about a fixed-income fund's ability to maintain principal value (i.e., stable net asset value, or 'NAV'). This is accomplished through conservative investment practices and strict internal controls. S&P Global monitors the portfolio on a weekly basis.

Overview

Michigan CLASS seeks to provide safety, liquidity, convenience, and competitive rates of return. The program is designed to meet the needs of Michigan public sector investors. It purchases securities that are legally permissible under state statutes and are available for investment by Michigan counties, cities, townships, school districts, authorities, and other public agencies. Michigan CLASS is a full-service cash management and investment program designed specifically to make the function of managing public funds safe and simple while providing competitive returns. Michigan CLASS has been in operation since 1991.

Management

Public Trust Advisors, LLC serves as the pool's administrator and investment adviser. The marketing and operation functions of the portfolio are also performed by Public Trust Advisors, LLC. The pool is subject to the general supervision of the Board of Trustees which is duly elected by the Michigan CLASS Participants. Wells Fargo Bank, N.A. serves as custodian for the pool.

Portfolio Assets

The pool invests in U.S. Treasury obligations, federal agency obligations of the U.S. government, high-grade commercial paper (rated 'A-1' or better), collateralized bank deposits, repurchase agreements (collateralized at 102% by Treasuries and agencies), and approved money-market funds. The credit quality of the pool is excellent, with greater than 50% of the portfolio invested in securities rated 'A-1+' and the remainder in 'A-1' rated securities. The portfolio's weighted average maturity to reset (WAM(R)) is kept under 60 days, which further helps to enhance liquidity and limits market price exposure. Portfolio securities are priced to market on a daily basis.

S&P Global Ratings Analyst: Joseph Giarratano - + 1 (212) 438 8942

www.spratings.com

Participants should consider the investment objectives, risks and charges and expenses of the pool before investing. The investment guidelines which can be obtained from your broker-dealer, contain this and other information about the pool and should be read carefully before investing.

Principal Stability Rating Approach and Criteria

A S&P Global Ratings principal stability fund rating, also known as a "money market fund rating", is a forward-looking opinion about a fixed income fund's capacity to maintain stable principal (net asset value). When assigning a principal stability rating to a fund, S&P Global Ratings analysis focuses primarily on the creditworthiness of the fund's investments and counterparties, and also its investments' maturity structure and management's ability and policies to maintain the fund's stable net asset value. Principal stability fund ratings are assigned to funds that seek to maintain a stable or an accumulating net asset value.

Generally, when faced with an unanticipated level of redemption requests during periods of high market stress, the manager of any fund may suspend redemptions for up to five business days or meet redemption requests with payments in-kind in lieu of cash. A temporary suspension of redemptions or meeting redemption requests with distributions in-kind does not constitute a failure to maintain stable net asset values. However, higher rated funds are expected to have stronger capacities to pay investor redemptions in cash during times of high market stress because they generally comprise shorter maturity and higher quality investments.

Principal stability fund ratings, or money market fund ratings, are identified by the 'm' suffix (e.g., 'AAAm') to distinguish the principal stability rating from a S&P Global Ratings traditional issue or issuer credit rating. A traditional issue or issuer credit rating reflects S&P Global Ratings view of a borrower's ability to meet its financial obligations. Principal stability fund ratings are not commentaries on yield levels.

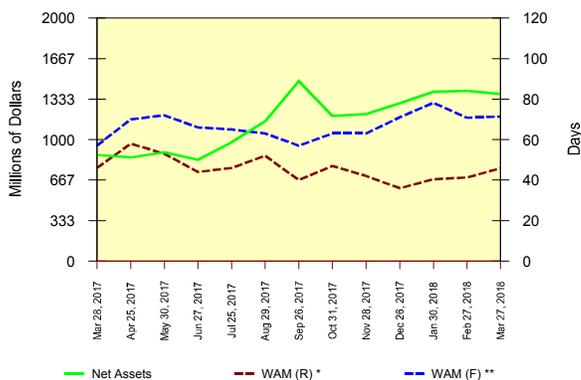
Michigan Cooperative Liquid Assets Securities System

AAAm

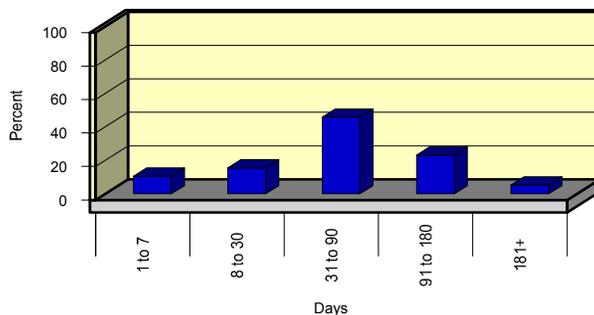
Data Bank as of March 27, 2018

Net Asset Value per Share.....	\$0.99987	Net Assets (millions).....	\$1,374.86	Inception Date.....	October 1991
WAM (R) *	46 days	WAM (F) **.....	71 days	7 Day Yield.....	1.78%
* Weighted Average Maturity (Reset)		** Weighted Average Maturity (Final)			

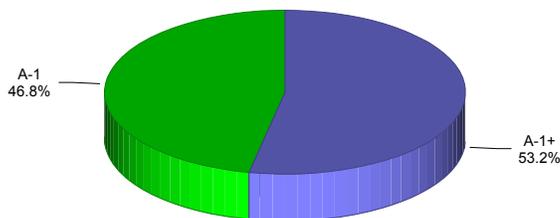
Net Assets, WAM (R) and WAM (F)



Portfolio Maturity Distribution as of March 27, 2018

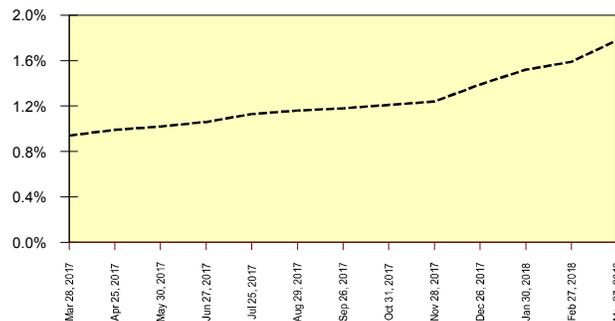


Portfolio Credit Quality as of March 27, 2018 *



*As assessed by S&P Global Ratings

Portfolio 7 Day Net-Yield



The yield quoted represents past performance. Past performance does not guarantee future results. Current yield may be lower or higher than the yield quoted.

Pool portfolios are monitored weekly for developments that could cause changes in the ratings. Rating decisions are based on periodic meetings with senior pool executives and public information.

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Personal Health and Disease Prevention Update

October/November 2018

Communicable Disease: (CD-TB-HIV-STD):

- ❖ Flu reports are still sporadic which is good. We have given 1,607 flu vaccinations this season as compared to 1,033 this time last season.
- ❖ Pertussis is still going on in all three counties, still mostly Amish Communities.
- ❖ So far, we have not had any connections to the Romaine lettuce E-Coli 0157:H7 outbreak. There are 32 cases in 11 states. Seven in Michigan. (1 in Cass, 2 in Macomb, 3 in Oakland, and 1 in Wayne County. The FDA and CDC feel the illnesses are likely linked to romaine lettuce grown in regions of northern and central California this fall. Canada is also involved with a similar outbreak. The FDA conducts traceback activities like reviewing shipping records and invoices to where the ill people are located. They have narrowed it down to 6 counties in California, but not a specific farm, processor, shipper or distribution center. At this time, the FDA recommends consumers not eat romaine lettuce grown in Monterey, San Benito, San Luis Obispo, Santa Barbara, Santa Cruz, and Ventura. As a result of the investigation, a recommendation has been made for all romaine lettuce to be labeled with a harvest location and harvest date, and/or labeled as being hydroponically or greenhouse grown. You do not need to avoid romaine lettuce grown in Yuma, Imperial County, Riverside County, Florida, and Mexico or grown hydroponically or in a green house. Do not use any romaine lettuce that does not have the proper labeling.

Immunizations:

- ❖ We have been working hard in the Amish Communities to come in for Pertussis vaccinations.
- ❖ We are still doing Hep A Clinics in the Communities.

Women, Infants, and Children's Nutrition Program (WIC):

- ❖ WIC participation is about the same at 4100+.
- ❖ Our new WIC Coordinator and Hillsdale Clinic Coordinator, Mary Mercurio, is doing a wonderful job.
- ❖ We have our positions filled! Now we need to get them through orientation and job training.

Children's Special Health Care Services (CSHCS), Lead, and Hearing and Vision:

- ❖ The number of high lead level cases remains about the same. They see about 3-5 families a month. The Hillsdale nurse is going out on her first visit next week. We now have a trained lead nurse in each office.

Yvonne Atwood R.N., B.S.N.

Director of Personal Health and Disease Prevention

**Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention**

October-18	2018-2019				FYTD				2017-18 FYTD			
	BR	HD	TR	Total	BR	HD	TR	Total	BR	HD	TR	Total
Amebiasis				-	-	-	-	-	-	-	-	-
Animal Bite	2	7	1	10	2	7	1	10	3	4	-	7
Babesiosis				-	-	-	-	-	-	-	-	-
Blastomycosis				-	-	-	-	-	-	-	-	-
Brucellosis				-	-	-	-	-	-	-	-	-
Campylobacter		1	1	2	-	1	1	2	-	2	1	3
Chicken Pox				-	-	-	-	-	-	-	-	-
Chlamydia	10	7	26	43	10	7	26	43	10	8	13	31
Coccidioidomycosis				-	-	-	-	-	-	-	-	-
Colds W/O Fever	173	99	180	452	173	99	180	452	133	86	198	417
CRE Carbapenem Resistant Enterobac.				-	-	-	-	-	-	-	-	-
Creutzfeldt-Jakob Disease				-	-	-	-	-	-	-	-	-
Cryptococcosis				-	-	-	-	-	-	-	-	-
Cryptosporidiosis			1	1	-	-	1	1	-	-	1	1
Cyclosporiasis				-	-	-	-	-	-	-	-	-
Dengue Fever				-	-	-	-	-	-	-	-	-
E Coli 0157				-	-	-	-	-	-	-	-	-
Encephalitis - Primary				-	-	-	-	-	-	-	-	-
Encephalitis - St. Louis				-	-	-	-	-	-	-	-	-
Flu Like Disease	257	55	162	474	257	55	162	474	111	37	110	258
GI Illness	460	149	237	846	460	149	237	846	445	168	231	844
Giardiasis		1		1	-	1	-	1	-	-	-	-
Gonorrhea	1	2	9	12	1	2	9	12	-	-	7	7
Granuloma Inguinale				-	-	-	-	-	-	-	-	-
Guillian-Barre Syndrome				-	-	-	-	-	-	-	-	-
H. Influenzae Disease - Inv.				-	-	-	-	-	-	-	1	1
Head Lice	26	24	64	114	26	24	64	114	49	16	88	153
Hemolytic Uremic Syndrome				-	-	-	-	-	-	-	-	-
Hepatitis A				-	-	-	-	-	-	-	-	-
Hepatitis B - Acute				-	-	-	-	-	-	-	-	-
Hepatitis B - Chronic		1		1	-	1	-	1	1	-	1	2
Hepatitis C - Acute				-	-	-	-	-	-	-	-	-
Hepatitis C - Chronic	1	7	7	15	1	7	7	15	3	2	4	9
Hepatitis C Unknown				-	-	-	-	-	-	-	-	-
Histoplasmosis				-	-	-	-	-	-	-	1	1
HIV Infection				-	-	-	-	-	-	-	-	-
HIV/AIDS				-	-	-	-	-	-	-	-	-
Impetigo	6	2	3	11	6	2	3	11	4	4	6	14
Influenza				-	-	-	-	-	-	-	1	1
Influenza, Novel				-	-	-	-	-	-	-	-	-
Kawasaki				-	-	-	-	-	-	-	-	-

**Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention**

October-18	2018-2019				FYTD				2017-18 FYTD			
	BR	HD	TR	Total	BR	HD	TR	Total	BR	HD	TR	Total
	Legionellosis				-	-	-	-	-	-	-	-
Listeriosis				-	-	-	-	-	-	-	-	-
Lyme Disease			1	1	-	-	1	1	-	-	-	-
Malaria				-	-	-	-	-	-	-	-	-
Menengitis - Aseptic				-	-	-	-	-	-	-	1	1
Menengitis - Bacterial				-	-	-	-	-	-	-	-	-
Meningococcal Disease				-	-	-	-	-	-	-	-	-
Mononucleosis	15	1	1	17	15	1	1	17	4	2	4	10
Mumps				-	-	-	-	-	-	-	-	-
Mycobacterium - Other	1	1		2	1	1	-	2	-	-	-	-
Norovirus				-	-	-	-	-	-	-	25	25
Pertussis				-	-	-	-	-	-	-	1	1
Pink Eye	12	8	6	26	12	8	6	26	6	21	28	55
Q Fever				-	-	-	-	-	-	-	-	-
Rabies - Animal				-	-	-	-	-	-	-	-	-
Rickettsial Disease				-	-	-	-	-	-	-	-	-
Salmonellosis	2	2		4	2	2	-	4	-	1	3	4
Scabies	1	2	2	5	1	2	2	5	-	3	-	3
Shiga Toxin-prod. (STEC)				-	-	-	-	-	-	-	-	-
Shigellosis				-	-	-	-	-	-	-	-	-
Shingles				-	-	-	-	-	-	-	-	-
Strep Invasive Gp A				-	-	-	-	-	-	-	-	-
Strep Pneumonia Inv Ds.		1		1	-	1	-	1	-	2	2	4
Strep Pneumoniae, Drug Res.				-	-	-	-	-	-	-	-	-
Strep Throat	68	57	61	186	68	57	61	186	69	26	84	179
Syphilis - Primary				-	-	-	-	-	-	-	-	-
Syphilis - Secondary				-	-	-	-	-	-	-	-	-
Syphilis To Be Determined				-	-	-	-	-	-	-	-	-
Tetanus				-	-	-	-	-	-	-	-	-
Trachoma				-	-	-	-	-	-	-	-	-
Trichinosis				-	-	-	-	-	-	-	-	-
Tuberculosis				-	-	-	-	-	-	-	-	-
Unusual Outbreak/Occurrence				-	-	-	-	-	-	1	-	1
Vibriosis				-	-	-	-	-	-	-	-	-
VZ Infection, Unspecified			1	1	-	-	1	1	-	-	1	1
West Nile Virus				-	-	-	-	-	-	1	-	1
Yersinia Enteritis				-	-	-	-	-	-	-	-	-
Zika				-	-	-	-	-	-	-	-	-
	1,035	427	763	2,225	1,035	427	763	2,225	838	384	812	2,034

**Branch - Hillsdale - St. Joseph Community Health Agency
Personal Health and Disease Prevention**

October-18	2018/19					YTD 2018/2019					YTD 2017/2018				
	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total	BR	HD	ST	TR	Total
						AVERAGE FOR WIC 18/19					AVERAGE FOR WIC 17/18				
WIC Participation/Ave.	1,295	1,045	772	1,028	4,140	1,295	1,045	772	1,028	4,140	1,357	1,171	765	1,109	4,402
CHILD IMMUNIZATIONS															
# Vaccines Given CHA	345	298	-	203	846	345	298	-	203	846	273	257	-	195	725
All VFC Doses Given	1,258	1,021	-	2,013	4,292	1,258	1,021	-	2,013	4,292	965	822	-	1,567	3,354
Waivers	22	24	-	13	59	22	24	-	13	59	ND	ND	ND	ND	ND
ADULT IMMUNIZATIONS															
# Vaccines Given	511	175	-	588	1,274	511	175	-	588	1,274	520	88	-	201	809
All VRP Doses Given	58	44	-	40	142	58	44	-	40	142	78	17	-	80	175
TRAVEL VACCINATIONS															
Branch Office	3	-	-	-	3	3	-	-	-	3	38	-	-	-	38
COMMUNICABLE DISEASE															
STD treatments	2	5	-	24	31	2	5	-	24	31	6	5	-	5	16
New STD Investigations	11	9	-	35	55	11	9	-	35	55	9	9	-	21	39
TB Tests Done	15	20	-	3	38	15	20	-	3	38	20	22	-	-	42
LTBI on Rx	-	-	-	1	1	-	-	-	1	1	1	-	-	-	1
HIV Testing	1	4	-	10	15	1	4	-	10	15	1	1	-	4	6
ENROLLMENTS															
Medicaid & Michild	-	-	-	3	3	-	-	-	3	3	-	-	-	15	15
REFERRAL SERVICE															
MCDC Referrals	14	32	1	1	48	14	32	1	1	48					
MIHP referrals	13	-	6	8	27	13	-	6	8	27	20	-	19	38	77
Hearing Screens															
Pre-school	-	-	-	148	148	-	-	-	148	148	-	-	-	152	152
School Age	237	396	-	631	1,264	237	396	-	631	1,264	62	78	-	577	717
Vision Screens															
Pre-school	-	-	-	160	160	-	-	-	160	160	-	-	-	192	192
School Age	493	397	-	922	1,812	493	397	-	922	1,812	324	78	-	962	1,364
Children's Special Health Care Services															
Diagnostics	4	5	-	-	9	4	5	-	-	9	-	-	-	-	-
Assessments-Renewal	16	14	-	34	64	16	14	-	34	64	13	14	-	39	66
Assessments-New	8	20	-	5	33	8	20	-	5	33	9	6	-	9	24

**Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the December 13, 2018 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health**

Food Service Sanitation

We are happy to announce that we filled our vacant food sanitarian position back in late October. Barb Keith has taken the position and has been working very hard towards completing her training. Barb is a St. Joseph county resident who comes to us with a great deal of restaurant management experience. She also has a Nutritional Science degree and is currently working on a Master's of Applied Science in Public Health. Barb has completed her 25 joint inspections with Joe Frazier and is now working on completing 25 more inspections that she will conduct alone with Joe's review. We are very happy to have Barb on our staff, she is very excited to be working for the agency. Getting a job working in public health has been a goal of Barb's since working as a restaurant manager. The restaurant's where she worked as a manager were in our jurisdiction and she attributes her passion for working in public health from the education and mentoring she received from our staff (Joe Frazier and Rob Stauffer).



Well & On-Site Sewage

The (Type II) Non-Community Water Program had its annual review last month. I am pleased to say that we passed the review with flying colors. The Type II program has responsibility for the regulation of the smaller public water supplies that include facilities such as restaurants, campgrounds, small factories and churches. One of the most important duties include tracking each establishment to ensure they are taking all required water samples and following up when they don't take the samples or they have a sample out of compliance. One of the big challenges within the program has been gaining compliance on water sampling requirements. In 2016 the EPA mandated a new sampling protocol that increased sampling requirements from once per year (if a facility had a good sampling record) to 4 times per year and in some cases, the sampling could be increased to monthly. This increase in sampling triggered an abundance of monitoring violations (facilities not sampling as required). In fiscal year 2016 we had monitoring violations in 51% of our facilities, last year, the number of violations went down to 34% and this year it was 13%. This sharp decline can be attributed to the hard work of David Wagoner, our Type II coordinator.

General Programs

We continue to monitor our PFAS water results from the three counties. To date we have received 76 results of the 78 well tested, there is one well in Hillsdale County that has yet to be tested. There have been 4 wells that had results in the 0-9 ppt range (considered background levels only and not of health concern). We had one well that tested in the 10-69 ppt (33 ppt) and this well will be monitored further with a quarterly testing schedule. All the rest of our results have been not detected. The state recently decided to expand the sampling to include daycares and head-start site that have their own wells. We have only received one result from these samples and it was also not detected.

EH Service Statistics Report

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2018/2019

	OCTOBER				YTD 2018/2019				YTD 2017/2018			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	3	-	4	7	3	-	4	7	1	-	1	2
CHANGE OF USE EVALUATIONS	1	6	4	11	1	6	4	11	3	4	3	10
CHANGE OF USE EVALUATIONS - OFFICE	4	3	4	11	4	3	4	11	5	-	8	13
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	9	6	7	22	9	6	7	22	7	6	8	21
REPAIR/REPLACEMENT	6	7	19	32	6	7	19	32	5	4	7	16
VACANT LAND EVALUATION	1	1	1	3	1	1	1	3	1	-	4	5
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	16	14	27	57	16	14	27	57	13	10	19	42
SEWAGE PERMITS INSPECTED	10	19	19	48	10	19	19	48	5	14	16	35
WELL PERMITS ISSUED	20	12	34	66	20	12	34	66	23	12	30	65
WELL PERMITS INSPECTED	10	14	13	37	10	14	13	37	11	19	6	36
FOOD SERVICE INSPECTION												
ROUTINE	23	32	34	89	23	32	34	89	23	27	50	100
NEW OWNER / NEW ESTABLISHMENT	-	-	3	3	-	-	3	3	2	-	2	4
FOLLOW-UP INSPECTION	1	5	3	9	1	5	3	9	1	2	2	5
TEMPORARY	3	7	6	16	3	7	6	16	3	8	7	18
STFU/Mobile	-	1	4	5	-	1	4	5	-	8	1	9
PLAN REVIEW APPLICATIONS	-	1	-	1	-	1	-	1	-	1	-	1
FOOD COMPLAINTS RECEIVED	1	1	-	2	1	1	-	2	2	-	2	4
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	-	-	-	-	-	-	-	-
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	n/a	n/a	n/a	17	n/a	n/a	n/a	17	n/a	n/a	n/a	20
FOOD HANDLERS CLASS	n/a	n/a	n/a		n/a	n/a	n/a	-	n/a	n/a	n/a	-
METH LAB REFERRALS	-	-	-	-	-	-	-	-	-	-	-	-
METH LAB LETTERS SENT	-	-	-	-	-	-	-	-	-	-	-	-
CAMPGROUND INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-
NON-COMM WATER SUPPLY INSP.	-	2	1	3	-	2	1	3	-	-	-	-
SWIMMING POOL INSPECTION	-	1	-	1	-	1	-	1	1	-	-	1
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	-	-	-	-	-	-	-	-	-	-	-	-
DHS LICENSED FACILITY INSP.	4	5	4	13	4	5	4	13	3	6	14	23
COMPLAINTS INVESTIGATIONS	11	3	3	17	11	3	3	17	3	1	1	5
LONG TERM MONITORING	-	-	5	5	-	-	5	5	-	-	4	4
BODY ART FACILITY INSPECTIONS	-	-	-	-	-	-	-	-	-	-	-	1

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 10/01/2018 - 10/31/2018

Name	Location	Date	Inspection Type	# P / Pf	# P / Pf	# Fixed During Inspection	# Core
TACO BELL #32989	COLDWATER	10/16/18	COMPLAINTS			0	
THE HUNT CLUB OF HILLSDALE	HILLSDALE	10/09/18	COMPLAINTS			0	
HARVEY HOUSE	CONSTANTINE	10/15/18	CONSULT			0	
BREWSTER'S	THREE RIVERS	10/15/18	ENFORCEMENT AC			0	
SPORTMAN'S BAR & GRILL	COLDWATER	10/25/18	ENFORCEMENT AC			0	
SAMUEL MANCINOS ITALIAN EATERY	WHITE PIGEON	10/15/18	ENFORCEMENT AC	0	0	0	0
LONE RANGER CAFE	READING	10/15/18	ENFORCEMENT AC	0	1	0	1
BOUNDARY WATERS CAFE & MARKET	STURGIS	10/12/18	PREOPENING/NEV	0	0	0	0
OUR BAR	LEONIDAS	10/08/18	PREOPENING/NEV	0	0	0	5
BOUNDARY WATERS CAFE & MARKET	STURGIS	10/09/18	PREOPENING/NEV	2	3	0	3
BRONSON DISTRICT - CHICAGO ST SCHC	BRONSON	10/11/18	ROUTINE/FULL	0	0	0	0
BURR OAK GRANGE #1350	BURR OAK	10/10/18	ROUTINE/FULL	0	0	0	1
BURR OAK SCHOOL	BURR OAK	10/10/18	ROUTINE/FULL	0	0	0	0
CAMDEN-FRONTIER SCHOOL	CAMDEN	10/02/18	ROUTINE/FULL	0	0	0	0
CAMDEN-FRONTIER SCHOOL	CAMDEN	10/02/18	ROUTINE/FULL	0	0	0	0
CENTRAL ELEMENTARY SCHOOL	WHITE PIGEON	10/05/18	ROUTINE/FULL	0	0	0	0
CENTREVILLE ELEMENTARY	CENTREVILLE	10/16/18	ROUTINE/FULL	0	0	0	0
CENTREVILLE HIGH SCHOOL CONCESSIC	CENTREVILLE	10/16/18	ROUTINE/FULL	0	0	0	1
COFFEE CUP DINER	HILLSDALE	10/15/18	ROUTINE/FULL	0	0	0	0
COMMUNITY ACTION AGENCY (HEAD ST/	HILLSDALE	10/16/18	ROUTINE/FULL	0	0	0	0
CONGRESS SCHOOL	STURGIS	10/12/18	ROUTINE/FULL	0	0	0	0
CONSTANTINE HIGH SCHOOL	CONSTANTINE	10/24/18	ROUTINE/FULL	0	0	0	0
CONSTANTINE MIDDLE SCHOOL	CONSTANTINE	10/24/18	ROUTINE/FULL	0	0	0	0
D J'S FAMILY RESTAURANT	PITTSFORD	10/30/18	ROUTINE/FULL	0	0	0	1
DAVIS MIDDLE SCHOOL	HILLSDALE	10/09/18	ROUTINE/FULL	0	0	0	1
EASTSIDE ELEM SCHOOL	CONSTANTINE	10/24/18	ROUTINE/FULL	0	0	0	0
EASTWOOD SCHOOL	STURGIS	10/23/18	ROUTINE/FULL	0	0	0	0
FIVE STAR PIZZA	BRONSON	10/11/18	ROUTINE/FULL	0	0	0	3
FIVE STAR PIZZA	UNION CITY	10/17/18	ROUTINE/FULL	0	0	0	1
HARVEY HOUSE	CONSTANTINE	10/18/18	ROUTINE/FULL	0	0	0	0
HARVEY HOUSE	CONSTANTINE	10/15/18	ROUTINE/FULL	0	0	0	0

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 10/01/2018 - 10/31/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
HEALTH SPACE TEST	COLDWATER	10/25/18	ROUTINE/FULL	0 0	0	0
HIP PADDERS CATERING	STURGIS	10/09/18	ROUTINE/FULL	0 0	0	0
JEROLENE ELEMENTARY	STURGIS	10/02/18	ROUTINE/FULL	0 0	0	0
JONESVILLE HIGH SCHOOL	JONESVILLE	10/31/18	ROUTINE/FULL	0 0	0	1
JONESVILLE HIGH SCHOOL	JONESVILLE	10/31/18	ROUTINE/FULL	0 0	0	0
JONESVILLE MIDDLE SCHOOL	JONESVILLE	10/10/18	ROUTINE/FULL	0 0	0	0
JONESVILLE MIDDLE SCHOOL	JONESVILLE	10/10/18	ROUTINE/FULL	0 0	0	0
LAKE AREA CHRISTIAN SCHOOL	STURGIS	10/30/18	ROUTINE/FULL	0 0	0	0
LINCOLN ELEMENTARY SCHOOL	COLDWATER	10/04/18	ROUTINE/FULL	0 0	0	0
LINCOLN LEARNING CENTER (BRANCH K	COLDWATER	10/04/18	ROUTINE/FULL	0 0	0	1
MANCINO'S OF COLDWATER	COLDWATER	10/08/18	ROUTINE/FULL	0 0	0	0
MENDON GRADE SCHOOL	MENDON	10/26/18	ROUTINE/FULL	0 0	0	1
MENDON JR & SR HIGH SCHOOL	MENDON	10/26/18	ROUTINE/FULL	0 0	0	1
PITTSFORD AREA SCHOOLS	PITTSFORD	10/29/18	ROUTINE/FULL	0 0	0	0
PITTSFORD AREA SCHOOLS	PITTSFORD	10/29/18	ROUTINE/FULL	0 0	0	2
RIVER LAKE INN	COLON	10/30/18	ROUTINE/FULL	0 0	0	0
RIVERSIDE ELEM SCHOOL	CONSTANTINE	10/24/18	ROUTINE/FULL	0 0	0	0
SKATE RANCH INC	COLDWATER	10/22/18	ROUTINE/FULL	0 0	0	0
ST MARY'S ASSUMPTION CHURCH & SCH	BRONSON	10/11/18	ROUTINE/FULL	0 0	0	0
STABLES INC	QUINCY	10/25/18	ROUTINE/FULL	0 0	0	1
STURGIS ADULT ED	STURGIS	10/23/18	ROUTINE/FULL	0 0	0	0
STURGIS MIDDLE SCHOOL	STURGIS	10/12/18	ROUTINE/FULL	0 0	0	0
STURGIS YOUNG ADULTS	STURGIS	10/30/18	ROUTINE/FULL	0 0	0	0
TASTY TWIST	COLDWATER	10/08/18	ROUTINE/FULL	0 0	0	1
TERRY'S INC. DBA PIPER'S GRINDERS GA	STURGIS	10/30/18	ROUTINE/FULL	0 0	0	0
THE BUCKET INC	UNION CITY	10/17/18	ROUTINE/FULL	0 0	0	2
TOWN FRYER	CONSTANTINE	10/15/18	ROUTINE/FULL	0 0	0	0
TRINITY LUTHERAN CHURCH SCHOOL	STURGIS	10/02/18	ROUTINE/FULL	0 0	0	0
UNION CITY ELEMENTARY SCHOOL	UNION CITY	10/03/18	ROUTINE/FULL	0 0	0	0
UNION CITY HIGH SCHOOL	UNION CITY	10/19/18	ROUTINE/FULL	0 0	0	0
UNION CITY HIGH SCHOOL	UNION CITY	10/03/18	ROUTINE/FULL	0 0	0	0
UNION CITY MIDDLE SCHOOL	UNION CITY	10/03/18	ROUTINE/FULL	0 0	0	0
WALDRON AREA SCHOOL	WALDRON	10/23/18	ROUTINE/FULL	0 0	0	0
WALDRON AREA SCHOOL	WALDRON	10/23/18	ROUTINE/FULL	0 0	0	1
WALDRON FRIENDLY TAVERN	WALDRON	10/23/18	ROUTINE/FULL	0 0	0	0

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 10/01/2018 - 10/31/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
WALL SCHOOL	STURGIS	10/02/18	ROUTINE/FULL	0 0	0	0
WENZEL SCHOOL	STURGIS	10/12/18	ROUTINE/FULL	0 0	0	0
WILLIAMS ELEMENTARY SCHOOL	JONESVILLE	10/08/18	ROUTINE/FULL	0 0	0	1
WILLOWS BAR & GRILL	COLDWATER	10/25/18	ROUTINE/FULL	0 0	0	1
HILLSDALE HIGH SCHOOL	HILLSDALE	10/26/18	ROUTINE/FULL	0 0	0	2
COTTAGE INN PIZZA	COLDWATER	10/08/18	ROUTINE/FULL	0 1	0	0
HILLSDALE COUNTY JAIL/SHERIFF OFFIC	HILLSDALE	10/24/18	ROUTINE/FULL	0 1	0	0
NORTH ADAMS PUBLIC SCHOOLS	NORTH ADAMS	10/24/18	ROUTINE/FULL	0 1	0	0
STINGER'S GRILL & BAR	BRONSON	10/31/18	ROUTINE/FULL	0 1	0	2
SUBWAY	THREE RIVERS	10/16/18	ROUTINE/FULL	0 1	0	0
TACO BELL #21039	HILLSDALE	10/25/18	ROUTINE/FULL	0 1	0	2
WHITE PIGEON HIGH SCHOOL	WHITE PIGEON	10/05/18	ROUTINE/FULL	0 1	0	0
BUFFALO WILD WINGS	COLDWATER	10/10/18	ROUTINE/FULL	1 0	1	4
CENTREVILLE HIGH SCHOOL	CENTREVILLE	10/16/18	ROUTINE/FULL	1 0	0	1
ELIJAH CAFE	THREE RIVERS	10/22/18	ROUTINE/FULL	1 0	1	1
HILLSDALE HIGH SCHOOL	HILLSDALE	10/26/18	ROUTINE/FULL	1 0	1	1
STURGIS HIGH SCHOOL	STURGIS	10/23/18	ROUTINE/FULL	1 0	0	0
NORTH ADAMS PUBLIC SCHOOLS	NORTH ADAMS	10/24/18	ROUTINE/FULL	0 1	0	3
BURGER KING #13790	HILLSDALE	10/18/18	ROUTINE/FULL	1 1	1	2
DRAFT HORSE DINER	LITCHFIELD	10/22/18	ROUTINE/FULL	1 1	0	0
FOE JONESVILLE 4290	JONESVILLE	10/16/18	ROUTINE/FULL	1 1	1	2
HUNGRY HOWIES	COLDWATER	10/22/18	ROUTINE/FULL	1 1	1	2
LOYAL ORDER OF THE MOOSE	HILLSDALE	10/18/18	ROUTINE/FULL	1 1	1	1
OUTPOST GRILLE	ALLEN	10/25/18	ROUTINE/FULL	1 1	1	3
THE OAK'S TAVERN LLC	MOSCOW	10/02/18	ROUTINE/FULL	1 1	1	0
HANDMADE SANDWICHES & BEVERAGES	HILLSDALE	10/29/18	ROUTINE/FULL	2 0	2	1
HILLCREST BAR & GRILL	STURGIS	10/29/18	ROUTINE/FULL	2 1	2	2
EL CAMINO REAL	THREE RIVERS	10/09/18	ROUTINE/FULL	1 1	1	4
MENDON QUICK STOP INC.	MENDON	10/16/18	ROUTINE/FULL	1 1	1	3
DRAFT HORSE DINER	LITCHFIELD	10/08/18	ROUTINE/FULL	2 2	2	3
EL TACO LOCO II	COLDWATER	10/30/18	ROUTINE/FULL	2 2	2	1
SPANGLER'S HILLTOP DINER	JONESVILLE	10/12/18	ROUTINE/FULL	2 2	1	0
THE UDDER SIDE	JONESVILLE	10/11/18	ROUTINE/FULL	4 1	3	1
ANTIQUÉ POPCORN WAGON	CENTREVILLE	10/14/18	STFU/MOBILE	0 0	0	0

Branch-Hillsdale-St Joseph

Food Establishment Inspection Report

For Date Range: 10/01/2018 - 10/31/2018

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
BIG WHEELS BBQ	CONSTANTINE	10/12/18	STFU/MOBILE	0 0	0	0
BULL DOGGS	JONESVILLE	10/18/18	STFU/MOBILE	0 0	0	0
JAY'Z BBQ	STURGIS	10/04/18	STFU/MOBILE	0 0	0	0
KERNAL POPPERS	WHITE PIGEON	10/12/18	STFU/MOBILE	0 0	0	1
PALACE CAFE	HILLSDALE	10/01/18	FOLLOW UP		0	
DRAFT HORSE DINER	LITCHFIELD	10/22/18	FOLLOW UP		0	
THE UDDER SIDE	JONESVILLE	10/22/18	FOLLOW UP		2	
BOUNDARY WATERS CAFE & MARKET	STURGIS	10/12/18	FOLLOW UP		5	
EL CERRITO	HILLSDALE	10/09/18	FOLLOW UP		0	
EL CERRITO	HILLSDALE	10/22/18	FOLLOW UP		0	

COMPLAINTS 2
 CONSULT 1
 ENFORCEMENT ACTION 4
 PREOPENING/NEW 3
 ROUTINE/FULL 89
 STFU/MOBILE 5
 FOLLOW UP 6
 TOTAL NUMBER OF INSPECTIONS: 110



Area
Agency on
Aging (IIC)
Branch-St. Joseph

December 13, 2018

Director's Report

Enclosure:

1. Area Agencies on Aging Association of Michigan – Board of Directors designation *
 2. *VOCA Constitutional Victims' Rights Notice*
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Updates:

1. St. Joseph County's Interdisciplinary Team met on December 5th. Updates from around the state were made by Ron Tatro of Elder Law of Michigan. He noted that StJoe County is one of a growing number of Teams who are collaborating and making significant progress in serving those who are vulnerable and applauded our great success! We also met the Jail Diversion staff person from StJoe CMH who is beginning a new training program for law enforcement/correctional officers/first responders that could also support other human service professionals – it's called "Managing Mental Health". The group also discussed development of an Elder Death Review Team and other outreach efforts for the coming year. The group will be meeting more frequently, as well, thanks to VOCA staff who have dedicated time for the Team. Branch County's efforts are not far behind and gearing-up as well!
2. Community Living Program updates: We continue to be extremely busy... The waiting list is currently (as of the time this report was written) at 23 people, some of whom have been waiting over 150 days. Those in greatest need for CLP, on average, wait for 75 days unless they're referred directly from Adult Protective Services. We are doing our best to keep up with referrals coming in and assisting people access community supports and services.
3. Medicare/Medicaid Assistance Program updates: Deanna, our MMAP-trained Regional Coordinator, has been spending 2 days per week at our local MMAP Sites (each County's COA) to assist with Open Enrollment for Medicare Part D. In addition, she's held more appointments back here at the AAA office and with individuals in their home as they're not able to get to the Senior Center for appointments.
4. VOCA - Services to Victims of Elder Abuse Grant updates:
 - a. We are working with each county's established crisis lines to develop after-hours/weekend/holiday coverage to support victims.
 - b. Constitutional Victims' Rights Notices were sent to all law enforcement agencies, first responders and human service partners across the region. The CVRN will be updated once crisis line protocols and processes are in place.
 - c. Survey tools are being drafted to begin gathering outcome and satisfaction data, as required by the grant.
 - d. 13 individuals have/are receiving services from Elder Abuse Victim Specialists



**DIRECT SERVICES FOR
VICTIMS OF ELDER AND DEPENDENT ADULT ABUSE**

**Area Agency on Aging IIC
Serving Branch and St. Joseph Counties**

The Area Agency on Aging IIC is pleased to announce the start of a new program to serve the needs of victims of elder and dependent adult abuse, neglect, and/or exploitation. This new Services to Victims of Elder Abuse (SVEA) program has been established through grant funding provided by the Michigan Department of Health and Human Services and Victims of Crime Act (VOCA).

Eligible participants include:

1. Any victim of abuse, neglect and/or exploitation who is age 60 or older.
2. Any victim of abuse, neglect and/or exploitation who is age 18 or older and is dependent on others due to disability.

Available services include:

1. Information about victim rights and the criminal justice process
2. Referral to other community services, supports and resources
3. Personal and criminal advocacy
4. Transportation and accompaniment to appointments and resources
5. Emergency financial assistance
6. Crisis response and intervention
7. Relocation assistance
8. Victim Impact Statement assistance
9. Assistance in filing for Crime Victims Compensation Program
10. Emotional support as well as individual counseling and support groups
11. Person-centered case management to coordinate care for victims

To make a referral:

Contact the Area Agency on Aging IIC office at (517) 278-2538 or Toll Free at (888) 615-8009. Elder Abuse Victim Specialists will be available Monday-Friday 8:00am-4:00pm with additional times by appointment.

LAURA SUTTER- PROGRAM DIRECTOR

This project is supported by Grant No. 2016-VA-GX-0021 awarded to the Area Agency on Aging IIC by the Michigan Crime Victim Services Commission. The agreement award of \$199,750.00 (80% of the project), comes from the Federal Crime Victims Fund, established by the Victims of Crime Act of 1984 administered by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The Area Agency on Aging IIC provides the required match valued at \$49,938.00 by the use of volunteers (2,466 volunteer hours).