



BOARD OF HEALTH
Agenda for February 28, 2019 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 2/28/19 Minutes*
 - 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. EH General Programs fee schedule*
 - b. Employee Recognition for Years of Service
9. Departmental Reports
 - a. Personal Health & Disease Prevention
 - b. Environmental Health
 - c. Area Agency on Aging
10. Adjournment - Next meeting: March 28, 2019 at the Coldwater office

Presentation by AASA Deputy Director, Scott Wamsley



2019 Board of Health Members

Branch County:

Terri Norris, Commissioner
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Don Vrablic, Commissioner
Chair

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St. Joseph County:

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Hillsdale County:

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Bruce Caswell, Commissioner
Vice-Chair

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Committee Appointments are as follows:

Finance Committee:

Allen Balog
Bruce Caswell
Terri Norris

Program Policy and Appeals:

Mark Wiley
Kathy Pangle
Don Vrablic

Health Officer's Report to the Board of Health for February 28, 2019
Prepared by: Rebecca A. Burns, M.P.H., R.S.

Agency Updates

AAA 3C – On Wednesday, February 20th, Laura and I attended the St. Joseph County Commission on Aging Advisory Board meeting. We had been advised by the COA Director that he was planning to recommend that the board amend the budget to provide the county appropriation amount to the Area Agency on Aging. The board took swift action with no discussion. There was one no vote. The matter of the St. Joseph County appropriation is now settled for FY19.

During the public meeting, the Director stated that this was a one-year approval and that his board would take under review any future requests for appropriation. Therefore, I am working with Laura to put together a draft agreement for Branch and St. Joseph counties that we will request the Program, Policy, and Appeals Committee to review and take action on. I have also requested a presentation today by Scott Wamsley from the state office on the Aging network and Area Agency on Aging's in Michigan. His presentation will begin directly at the conclusion of the meeting and I hope you can stay.

Comprehensive Compensation Study – The company we have engaged, Municipal Consulting Services, LLC, will begin the study on June 1st with a final report due by no later than September 30th. I will keep you informed as this process starts.

LARA's Legal Division of the Bureau of Medical Marijuana Regulation – We have not yet received confirmation from LARA about the Medical Marijuana Operation & Oversight Grants. I did reach out again to the contact person from that office and have been assured that our proposal was approved but the official notification has yet to be received.

New Database Updates –

- **HealthSpace:** This is the new software for Environmental Health. The “go live” date for use of this software product has been pushed back. There are still pieces of the system that are being built and the staff that will be doing the testing have yet to do that testing. We will continue to work with the software vendor to get a product that will meet our minimum needs before rolling it out
- **Nightingale Notes:** Nightingale Notes is the name of our new Electronic Medical Record. Staff training is underway. The Agency has a fully executed contract with UPHIE (a health information exchange in Michigan that will facilitate the connection with MICR) and they are making progress on the HL7. Go live date is set for April 8th. We will begin sending test data to MICR to test the HL7 connection this week. This is required by MICR before our software vendor will be allowed to build the bidirectional communication. We are making good progress with this new product.

Legionella – The Agency's Personal Health & Disease Prevention and Environmental Health staffs are working with individuals from the Michigan Department of Health & Human Services on the

investigation of a case of Legionella within our district. Water samples have been collected from the facility and while the investigation is ongoing, water restrictions are in place. I can't remember an actual case of Legionella in our district since I've worked here that has resulted in a full-blown investigation like this. The investigation does give our staff an opportunity to learn the best practices and techniques for this type of outbreak.

Health Promotion & Education Updates – The Agency's HPE team has written 4 news releases for local media and posting on our website since the last Board of Health meeting. These include:

- Healthy Heart Month (posted 2/8/19)
- Staying Health & Safe This Winter (posted 2/8/19)
- Protecting Tiny Teeth (posted 2/12/19)
- Still Not Too Late To Fight The Flu (posted 2/20/19)

There have also been plenty of informative posts to the WIC Facebook page and a number of new car seats installed to protect our tiny new community members. Once we have official notification regarding the Medical Marijuana Operation and Oversight Grants, Rochelle and Kelley will start work on our workplan for this project.

Staff Vacancies/New Staff – The Agency has filled the Agency Support Clerk in Coldwater position, the part-time Clinic Clerk Tech position in Hillsdale position, and the VOCA Elder Abuse Support Liaison position. Currently posted is the Environmental Health Sanitarian position in Coldwater, our Accountant position in Coldwater, and a part-time Breastfeeding Peer Support Worker position in St. Joseph county.

Agency's Attorney – The Attorney that we have worked with for many years from Rosati, Schultz, Joppich, Amtsbuechler, Jim Dyer, has retired from the firm. Theresa and I have an appointment to meet with another attorney from the firm on Friday to discuss continuing a relationship with BHSJCHA.

Annual Audit/Year End Close– We are planning on a presentation at the March 28th Board of Health meeting from the auditors.

Agency's Staff Meetings – We held our quarterly staff meetings in each office this week. The meetings are appreciated by staff. The February meetings traditionally are the most “boring” with annual refresher trainings in bloodborne pathogens, office safety, and HIPAA, and policy reviews for items in the Personnel Policy Manual including:

- Bomb Threat Procedure (pg 31 of PPM)
- Dr. Strong Policy (pg 31 of the PPM)
- Fire Alarm Emergency Plan (pg 32 of the PPM)
- Lock down Policy (Pg 32 of the PPM)
- Tornado Emergency Plan (pg 34 of the PPM)
- Robbery Policy (pg 34 of the PPM)

We also recognized those staff members that have reached 5, 10, 15, 20, 25, and 30 years of service to the Agency. Tony Headley, who we celebrated with 30 years of service, works in Environmental Health in Branch County and is retiring at the end of March.

Legislative Updates – None at this time.

Hepatitis A Outbreak – The Agency will received up to \$25,000 to continue to outreach and provide vaccination to the high-risk populations and promote hand hygiene this fiscal year. The workplan that we submitted was approved and we have put our plan into action by entering into contract with a retired public health nurse who lives in Branch County. She is working closely with Yvonne and the Clinic Coordinators to schedule vaccination clinics with the high risk populations and we are very thankful to have found her.

As I have been reporting, Michigan is in the midst of a serious Hepatitis A outbreak. Current case count as of February 20, 2019 is 910 with 731 hospitalizations and 28 deaths. This is the same case count from my January report! Good news! Also, only one county Michigan continues to be considered an outbreak county, as you can see from the graphic below. 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 - February 20, 2019 Meeting the MI Hepatitis A Outbreak Case Definition			
County (or city)	Total Cases	County (or city)	Total Cases
Wayne	164	Kent†	4
Macomb	223	Saginaw†	4
City of Detroit	173	Gratiot†	3
Oakland†	120	Midland†	3
St. Clair†	33	Allegan†	2
Ingham†	29	Mecosta†	2
Genesee†	27	Bay†	1
Shiawassee†	22	Clare†	1
Washtenaw†	20	Hillsdale†	1
Monroe†	18	Huron†	1
Calhoun	9	Ionia†	1
Isabella†	8	Leelanau†	1
Lapeer†	7	Lenawee†	1
Clinton†	6	Newaygo†	1
Livingston†	6	Schoolcraft†	1
Sanilac†	6	Van Buren†	1
Eaton†	5	Other*†	2
Grand Traverse†	4		

† 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



January 24, 2018 – Board of Health Meeting Minutes

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

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

Ms. Pangle moved to approve the amended agenda, which added EH Fee Schedule to the new business section, with support from Ms. Norris. The motion carried.

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

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: AAA 3C, Comprehensive Compensation Study, Finance Committee Discussion Items, LARA's Legal Division of the Bureau of Medical Marihuana Regulation, New Software Updates, Health Promotion & Education Updates, Staff Vacancies, Annual Audit/Year End Close, Staff Meetings, and the Hepatitis A Outbreak.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's reports covered Radon and Lung Cancer.

Committee Reports:

- Finance Committee – Ms. Norris moved to approve the minutes from the 1/24/19 meeting with support from Ms. Pangle. The motion carried.
- Program, Policy, and Appeals Committee – Mr. Vrablic moved to approve the minutes from the 1/3/19 meeting with support from Ms. Norris. The motion carried.

Financial Reports/Expenditures

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

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- 2019-02 BOH Pg. 4
- a. Ms. Norris moved to reschedule the Comprehensive Compensation Study to be completed by the end of the fiscal year with support from Ms. Pangle. The motion carried.
 - b. Ms. Norris moved to close nominations for Chairperson and cast a unanimous ballot for Mr. Vrablic, with support from Mr. Caswell. The motion carried.
 - c. Mr. Vrablic moved to close the nominations for Vice-Chairperson and cast a unanimous ballot for Mr. Caswell, with support from Ms. Norris. The motion carried.
 - d. Ms. Norris moved to retain the current committee assignments with support from Ms. Pangle. The motion carried.
 - e. Ms. Pangle moved to approve the proposed meeting schedule as presented with support from Ms. Norris. The motion carried.
 - f. Mr. Caswell moved to adopt the by-laws as presented with support from Ms. Pangle. The motion carried.
 - g. Ms. Norris moved to approve the proposed EH General Services Fee Schedule as presented at 80% of cost, effective January 28, 2019, with support from Mr. Balog. The motion carried.
 - h. Ms. Pangle moved to approve the proposed Health Officer contract as presented with support from Ms. Norris. The motion carried.

With no further business the meeting was adjourned at 10:32 AM.

Respectfully Submitted by:
Theresa Fisher, BS



Medical Director's Report to the Board of Health
H. Lauren Vogel, D.O., M.P.H.
February 2019 - Cannabis / Marijuana

Hemp and marijuana are two types of flowering plants in the Cannabis genus which produce a group of chemicals called cannabinoids. Both plants produce more than 100 different cannabinoids of varying concentrations. Marijuana contains concentrations of tetrahydrocannabinol (THC) which is the chemical responsible for marijuana's psychological effects. An average batch of marijuana contains anywhere from 5-30% THC content. Hemp contains high levels of cannabidiol (CBD), which is not psychoactive, and minimal levels of THC. Hemp is regulated to produce less than a max THC level of 0.3%.¹

The federal government has classed THC (marijuana) as a category 1 drug with no medical benefit and making it illegal to possess. This is in opposition to several state laws. The classification has also limited any investigation into the effects (beneficial or otherwise) of marijuana in the US. In 2009, Congress voted to legalize hemp (banned since 1937) making the extraction and distribution of CBD oil legal.

The medical benefit of THC or CBD are largely anecdotal. However, the CBD drug Epidiolex has been approved by the FDA for treatment of two rare epilepsy disorders. As a registered medication, the concentration of the medication is accurate. Lacking FDA approval, marijuana and hemp oil have no requirement to accurately document the level of active chemical in the commercial product.²

Lack of standardization makes it difficult to calculate the amount of cannabis consumed. Determining the dose of active chemical that is consumed is also difficult because the percentage by weight differs between products. Two people can ingest the same amount of the product but be exposed to different doses of active chemical. The delivery method also affects the dose ; THC is absorbed inconsistently when ingested orally, about 25% of the total amount of cannabinoids are absorbed when the product is smoked and about 35% of the product is consumed when inhaled as a vapor product. This makes calculation of any benefit or adverse effects difficult to quantify.

Legalization of marijuana by several states but without federal legalization has caused controversy. Travel between states where legalization of the possession of marijuana is only approved for one of the bordering states adds to the controversy of client safety for the possession of the drug. In the addition to the legal issues of possession, controversy about the beneficial effects of both THC and CBD are significant. Thus, the medical indications, effective dosage and adverse effects of THC and BCD are not well established. In Michigan with the advent of legalization of recreational use marijuana, recommendation for the effective dosage of either THC or CBD is described by suppliers and sale staff with minimum to no pharmacy education. Legalization of recreational marijuana negates the need for clients to obtain a card for possession of marijuana for medical use.

Is marijuana a gateway drug for the use of heroin, cocaine or methamphetamines?³ Apparently, the answer varies depending upon the side of the argument. The anti-legalization lobby argues that marijuana's status as a gateway drug makes it more dangerous to users in the longer term and introduces them to the experience of scoring, possessing, and consuming an illegal drug.

The pro-legalization lobby argues that marijuana is relatively harmless and it's illegal status positions marijuana as a gateway for more dangerous drug use. Studies confirm that the majority of marijuana users do not progress to the use of harder drugs.

Studies have indicated that up to 41 percent of the adult population have a partially genetic predisposition to drug abuse which can include alcohol, prescription medications, tobacco, cocaine and marijuana. About 50 percent of the risk is attributed to abuse of alcohol.⁴ This data also suggests that the majority of persons migrating from marijuana to more dangerous drugs have an associated mental disability. Studies for children and adolescents suggest that peer pressure and easy access account for the majority of persons trying marijuana.^{5,6}

Any argument that suggests that marijuana is relatively harmless is erroneous. About 30 percent of persons exposed to THC will become addicted to the effects of the drug. This risk may be higher in the younger person with chronic exposure to the drug. THC has direct effects on the brain by stimulating receptors that influence pleasure, memory, thinking, concentration, sensory and time perception, and coordinated movement and exposure simulates the brain's reward centers, reinforcing these behaviors.⁷ Other effects include changes in perceptions and mood, lack of coordination, difficulty with thinking and problem solving, and disrupted learning and memory. Several studies have linked marijuana use to increased risk for psychiatric disorders, including psychosis (schizophrenia), depression, anxiety, and substance use disorders.

For adolescents, the effects of chronic cannabis use are significant. Reduced school performance and an increased risk for failing to graduate have life long consequences. Disordered social interaction with family and peers can lead to unrecognized depression. Impaired driving with disordered alertness, concentration, coordination, and reaction time increase the risk for traffic accidents.⁸ With chronic use, severe nausea, vomiting and dehydration severe enough to require hospitalization may occur. Adolescents who begin using marijuana before the age of 18 are four to seven times more likely to develop a marijuana use disorder compared to adult onset use of the drug.

Studies conducted by the National Institute of Health - National Institute on Drug Abuse have documented that THC exposure before birth, soon after birth, or during adolescence show notable problems with specific learning and memory tasks later in life. Cognitive impairment with documented structural and functional changes in the hippocampus have been described.⁸ An average loss of about 10 IQ points has been documented in adolescent patients after chronic THC exposure. Blunting of insight and judgment is an adverse effect of chronic THC exposure.

Adolescent abuse of marijuana is a public health issue of great complexity. Management to reduce adolescent marijuana exposure must include modification of peer pressure in schools, provision of reliable education to those at risk and enforcement of prevention of access to marijuana in the underaged. Investigation of the actual medical benefits of THC, establishment of the effect dosage, tabulation of the adverse effects and associated drug interactions must be completed for the indications for the use of medical marijuana. Recognition that drug abuse has a significant mental health component that must be addressed is a necessary requirement for the prevention and treatment of marijuana abuse. Resolution of the adversity between federal and state laws regarding the use of marijuana should be encouraged.

REFERENCE

1. Cannabis. Wikipedia. <https://en.wikipedia.org/wiki/Cannabis>. and https://en.wikipedia.org/wiki/Cannabis#Recreational_use. Accessed December 2018.
2. Ministry of Hemp. Hemp versus Marijuana. 2018. <https://ministryofhemp.com/hemp/not-marijuana/>. Accessed December 2018.
3. Hartney E. Should You Worry Whether Using Marijuana will Lead to Hard Drug Use? Very Well Health. July 2018. <https://www.verywellhealth.com/is-marijuana-a-gateway-drug-22307>. Accessed December 2018.
4. Ritchie H. Roser M. Substance Use. Our World in Data. April 2018. <https://ourworldindata.org/substance-use>. Accessed December 2018.
5. Livingstone B. Why do Teenagers Smoke so much Marijuana? Part One. MentalHealth.Net. <https://www.mentalhelp.net/blogs/why-do-teenagers-smoke-so-much-marijuana-part-one/>. Accessed December 2018.
6. What Percentage of the Population Struggles with Addiction? The Answer May Surprise You. Northpoint Washington. January 2017. <https://www.northpointwashington.com/blog/percentage-population-struggles-addiction-answer-may-surprise/>. Accessed December 2018.
7. Marijuana, NIDA for Teens. May 2017. <https://teens.drugabuse.gov/drug-facts/marijuana>. Accessed December 2018.
8. What are marijuana's long-term effects on the brain? NIH. June 2018. <https://www.drugabuse.gov/publications/research-reports/marijuana/what-are-marijuanas-long-term-effects-brain>. Accessed December 2018.

BOARD OF HEALTH – Finance Committee
February 28, 2019 at 8:30 AM

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health: Finance Committee meeting was called to order at 8:29 a.m. with roll call as follows: Bruce Caswell, Terri Norris, and Al Balog.

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

Public comment: None at this time.

Business:

- a) Ms. Norris moved to bring the proposed Environmental Health food services fee schedule as presented to the full Board for approval with the understanding that it will be revisited again in 24 months. The motion was supported by Mr. Balog and the motion carried.

Side note – The objective of the Finance Committee is to get all fees to at least 80% of cost, with the exception of non-profit organizations. Any fee that is currently over 80% will remain at the existing price.

With no further business the meeting was adjourned at 8:49 a.m.

Respectfully submitted,
Theresa Fisher, BS



ACD.Net	Telephones 3 offices	2,604.21
AFLAC	Payroll Deduction	1,469.86
Alerus Financial (Retirement)	Payroll Deduction	590.00
Arcadia Health Services	Care Management	573.12
Armstrong Health Care	WIC / AAA Contractual Consultant	2,044.30
Auditory Instruments	Vison & Hearing Equipment Maintenance	210.71
Blue Cross Blue Shield	Health Insurance	50,898.92
Branch Area Transit Authority	Elderly Transportation Service	2,188.68
Branch County Commission COA	Home & Community Based Services	7,877.73
Branch County Complex	Rent - Coldwater Office	5,694.28
CAA of South Central	Home & Community Based Services	16,615.61
Care-N-Assist	Care Management	760.24
CDW Government Inc.	Computer Supplies 5 Invoice	4,715.45
Century Bank	CSHCS Client 2	1,548.50
Century Bank	Training - 2 AAA Employee's	300.00
Century Bank Basic Flex Health Plan	Payroll Deduction	1,820.02
Century Bank EFPTS	Federal & Fica Taxes	40,796.73
Century Bank Mers	MERS DB /Retirement	29,357.20
Century Bank State	Michigan Tax	6,969.03
Charter Communications	Sturgis Internet & Phone Line	114.97
Cintas	Rugs & Lab Coats - Cleaning	88.73
City of Coldwater	Water Lab Test	140.00
City Of Three Rivers	Water / Sewage & Lab Testing	281.95
Coldwater Petty Cash	Petty Cash	10.17
Companion Life Insurance Co.	Life Insurance Premiums	1,001.48
Connect America	Care Management	70.50
Crossroads Health & Home Services	Care Management	1,674.10
Current Office Solutions	Office Supplies/Copier Charges - 6 Invoices	2,168.90
Dr. Vogel	Medical Director - Contractual	4,441.91
E3 Gordon Stowe & Assoc. Inc.	V & H Machines Calibrated	257.00
FedEx	V / H Machines Mailing	75.82
Florentine	Converted BHSJ to old BHSJ.org	100.00

Frontier	Sensaphone & Fax Line Service	304.73
GDI	Building Cleaning Expense - HD	2,649.00
GDI	Building Cleaning Expense - TR	1,749.00
GlaxoSmithKline	Medical Supplies 4 Invoices	7,400.50
Hemocue	Medical Supplies	432.00
Hillsdale Board Of Utilities	Building Expense - HD	1,931.56
Hillsdale County Treasurer	Building Labor Expense - HD	20.00
Hillsdale County Treasurer	Building Refuse Expense - HD	150.00
Hillsdale County Treasurer	Building Snow/Mow Expense - HD	55.00
Hillsdale County Treasurer	Building Supplies Expense - HD	8.00
Hillsdale Public Health	Rent - Hillsdale Office	7,375.00
Home Care Wellness	Care Management	192.00
Hospital Network Health	Medical Waste Removal	40.00
Indiana Michigan Power	Building Expense - TR	1,447.82
Kelley Mapes	Refund - Reading Festival	66.74
Kkzo LLC	Software - CD Reporting	500.00
Lab Corp	Lab Fees	110.00
Legal Service Of South Central Mi.	Older Adult Legal Assistance	790.00
Ludwick Electric	Building Maintenance - TR	4,825.00
Maleha	Training - 2 EH Employees	60.00
Malph	Dues	4,737.00
Maplecrest	Rent - Sturgis Office	567.00
Marana Group	Postage Pick Up Service	135.00
Martha Trejo Sandy	Refund - Office Supplies	20.14
McKesson	Medical Supplies 2 Invoices	186.78
MDHHS Bureau of Laboratories	Lead Testing	35.34
Merck & Company	Medical Supplies 5 Invoices	12,470.69
Mers 5% Alerus Financial DC	Defined Contributions 5% EES	4,125.23
Michigan Public Health	Workforce Contract	3,479.70
Michigan State Disbursement Unit	Payroll Deduction	617.00
Midwest Communication	CSHCS Advertising	510.00

Nationwide	Payroll Deduction	4,605.00
Next IT	Quarterly Data Storage	830.79
Optum Insight (Netwerkes.Com)	Billing Service	243.00
Pitney Bowes	Quarterly Postage Machine Rental/Supplies	539.10
Prometric	Food Safety Exams	400.00
R. Johnson Builders	Building Maintenance - TR	1,250.00
Republic Waste Services	Building Expense - TR Quarterly	150.00
Reserve Account	Postage	3,000.00
Richard Clark	Building Cleaning Expense - CW	2,080.75
Riley Pumpkin Farm	TR Building Expense - Snow Plowing	100.00
Sanofi Pasture	Medical Supplies 3 Invoices	6,563.97
SEMCO Energy	Building Expense - TR	72.06
Shaffmaster U-Stor	Storage 3 Months	150.00
Shred It	Document Destruction	90.00
St Joseph County COA	Home & Community Based Services	32,869.45
St Joseph Trans Authority	Older Adult Transportation	1,840.63
St. Joseph Community Co-op	Care Management	688.50
Staples	Office Supplies	87.06
State Of Michigan	Food Licenses	216.00
State Of Michigan MDHHS	Refund -EH Insp. 12/18 overpayment	19,865.00
Three Rivers Health	Rent - Dental Clinic	2,775.00
Thurston Woods	Home & Community Based Services	2,036.00
VRI Lifeline Of Michigan	Care Management	588.90
Wal Mart Misc.	AAA Aging Class Supplies	13.70
Wal Mart Misc.	BOH Supplies	10.80
Wal Mart Misc.	Misc. Expense - Clinic Supplies	5.96
WSU, Dept. of OB & Gyn	Training - 2 CSHCS Employees	60.00
Xmission	Email Provider	236.00
Total Of Invoice List		325,818.02

Balance Sheet: BHSJ-CHA

1/1/2019 - 1/31/2019

Current Period Balance

Assets

Cash on Hand	3,439.30
Cash with County Treasurer	816,847.65
Community Foundation Grant	309,905.12
Accounts Receivable	21,998.49
Due from Hillsdale County	58,593.50
Due from State	37,563.99
Due from Other Funding Sources	142,004.17
Prepaid Expenses	116,296.04
Biologic Inventory	106,706.63
Total Assets	\$ 1,613,354.89

Liabilities

Accounts Payable	101,748.54
Payroll Liabilites	95,650.19
Capital Improvements	25,000.00
Deferred Revenue	49,460.12
Deferred Revenue BR	35,657.17
Deferred Revenue HD	39,062.33
Deferred Revenue SJ	51,282.67
Biologics	106,706.63
Total Liabilities	\$ 504,567.65

Net Assets

Operation Fund Balance	304,379.47
Restricted Fund Balance	369,974.78
Designated Fund Balance	434,432.99
Total Net Assets	\$ 1,108,787.24

Total Liabilities and Net Assets **\$ 1,613,354.89**

Prior Year Fund Balance Comparison at 1/31/2018:

Operation Fund Balance	\$	248,622.15
Restricted Fund Balance	\$	362,753.59
Designated Fund Balance	\$	90,949.48
Total Fund Balance	\$	702,325.22

Expense by Program - 1/1/2019 - 1/31/2019

RU Code	RU Title	Current Month	Year to Date	Total Budget - Amend 1	Percent Expended Amend 1
* 010	Agency Support	24,682.37	49,477.01	58,013.00	85.28%
* 115	MCH Enabling Women	3,236.69	33,797.26	58,951.00	57.33%
** 326	Vision (ELPHS)	8,536.88	41,147.38	88,398.00	46.54%
* 345	Lead Testing	1,881.88	6,129.26	13,422.00	45.66%
* 034	Outbreak Investigation	718.92	2,276.75	5,277.00	43.14%
* 022	Coalition for Tobacco Control	3,745.51	11,125.75	26,004.00	42.78%
* 325	CSHCS	18,728.95	69,458.47	183,879.00	37.77%
* 338	Immunization Vaccine Handling (Gov't)	33,697.77	146,352.81	403,313.00	36.28%
* 008	Salary/Fringe Payoff	0.00	24,802.11	70,000.00	35.43%
* 745	Type II Water	6,935.96	27,361.49	78,025.00	35.06%
* 012	Area Agency on Aging	98,839.20	420,359.52	1,233,813.00	34.06%
** 327	Hearing (ELPHS)	6,247.49	26,680.10	78,338.00	34.05%
021	Dental Clinic - Three Rivers	2,775.00	11,100.00	33,300.00	33.33%
335	MCH Public Health Functions & Infra.	1,933.57	8,476.97	25,569.00	33.15%
321	CHC Tele-A-Health	3,403.19	12,802.15	38,685.00	33.09%
138	Immunization IAP (Private)	26,252.18	219,017.28	665,510.00	32.90%
108	WIC Breastfeeding	6,548.72	27,772.39	84,999.00	32.67%
023	Capital Expenditures	3,215.58	14,442.38	44,440.00	32.49%
341	Infectious Disease	18,852.21	83,029.71	256,265.00	32.39%
109	WIC	79,300.71	291,027.67	910,907.00	31.94%
605	General EH Services	5,399.61	21,214.56	66,465.00	31.91%
714	Onsite Sewage Disposal	25,719.16	101,048.26	316,582.00	31.91%
721	Drinking Water Supply	25,719.16	101,048.26	316,582.00	31.91%
329	MCH Enabling Children	3,840.66	10,783.32	34,976.00	30.83%
331	STD	11,663.81	41,724.52	136,347.00	30.60%
101	Workforce Development	2,704.77	15,251.26	50,257.00	30.34%
032	Emergency Preparedness	13,883.77	48,097.31	158,897.00	30.26%
704	Food Service	42,789.73	139,435.26	494,016.00	28.22%
332	HIV Prevention	1,995.70	8,806.34	31,763.00	27.72%
014	VOCA	10,074.59	53,674.58	199,750.00	26.87%
029	Dental Clinic - Hillsdale	782.23	2,547.15	9,683.00	26.30%
107	Medicaid Outreach	8,242.16	33,474.41	131,388.00	25.47%
112	CSHCS Medicaid Outreach	0.00	0.00	36,467.00	0.00%
852	Forensic Fluids	200.69	419.48	0.00	N/A
	Total Expense	502,548.82	2,104,161.17	6,340,281.00	33.19%

The Agency is currently .14% under budget.

*4/12 Months = 33.33%

**9-Month Program

12 Month Programs:

- RU 010:** Casualty Insurance has been 75% paid as of January. Program will end FY at 100% as final indirect rate is charged out to programs (based on salary/fringe).
- RU 115:** Purchased safe sleep materials in October (written into the grant), program will fall back in line with budget as FY progresses.
- RU 345:** Increased activity in program thru first quarter, will amend as necessary for amendment #2.
- RU 034:** Slightly over budget due to increased activity, received additional \$20,000 grant award and program will be amended.
- RU 022:** Increased activity in program at this time of year. Should fall in line with budget within the next few months.
- RU 325:** Once program is 100% expended, will allocate additional costs to RU 112 to take advantage of federal matching funds.
- RU 338:** Meridian takeback payment (not in current budget). Will be added at amendment #2.
- RU 008:** Sick time payouts happened in December.
- RU 745:** Slightly over budget due to increased activity, will monitor program.
- RU 012:** Slightly over budget due to increased activity, will monitor program.

9 Month Programs:

- RU 326:** New vision testing equipment purchased in October (budgeted), program will continue to fall back in line with budget as FY progresses.
- RU 327:** Within budget, $(3/9) = 44.44\%$

BHSJ Community Health Agency
Schedule of Cash Receipts and Disbursements
August 31st 2018 thru Jan 31st 2019

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8/31/2018 Cash Balance	\$ 1,374,182.54
Plus: Cash Receipts	\$ 439,339.36
Less: Cash Disbursements For Payroll/AP	\$ (700,628.72)
<hr/>	
9/30/2018 Cash Balance	\$ 1,112,893.18
Plus: Cash Receipts	\$ 568,883.63
Less: Cash Disbursements For Payroll/AP	\$ (577,984.60)
<hr/>	
10/31/2018 Cash Balance	\$ 1,103,792.21
Plus: Cash Receipts	\$ 404,039.64
Less: Cash Disbursements For Payroll/AP	\$ (552,656.00)
<hr/>	
11/30/2018 Cash Balance	\$ 955,175.85
Plus: Cash Receipts	\$ 541,344.15
Less: Cash Disbursements For Payroll/AP	\$ (517,013.68)
<hr/>	
12/31/2018 Cash Balance	\$ 979,506.32
Plus: Cash Receipts	\$ 678,174.64
Less: Cash Disbursements For Payroll/AP	\$ (530,928.19)
<hr/>	
1/31/2019 Cash Balance	\$ 1,126,752.77

	Fee
SEWAGE PERMIT	
1 Residential (Single Family)	\$197.00
2 Site Evaluation Only (Vacant Lot Check)	\$134.00
3 Late Fee - Starting Septic Construction Without Permit	Double
4 Alternative Design System Annual Review Fee	\$98.00
COMMERCIAL SEWAGE PERMIT	
5 Other Than Single Family Dwelling	\$265.00
6 Site Evaluation Only (Vacant Lot Check)	\$168.00
7 Late Fee - Starting Septic Construction Without Permit	Double
WELL PERMIT	
8 Residential (Single Family)	\$193.00
9 Late Fee - Starting Well Construction Without Permit/Approval	Double
COMMERCIAL WELL PERMIT	
10 Type II or Type III Well	\$227.00
11 Late Fee - Starting Well Construction Without Permit/Approval	Double
PERMIT RENEWAL FEE - Sewage or Well/Same Owner & Address	
12 Sewage or Well/Same Owner & Address	\$39.00
PROPOSED SUBDIVISION /SITE CONDOMINIUM	
13 Preliminary plat or Site Condominium Review	\$422.00
CHANGE OF USE EVALUATION - FOR NEW CONSTRUCTION OR ADDITIONS	
14 Residential (Single Family) - office review only	\$30.00
15 Residential (Single Family) - field	\$99.00
16 Other Than Single Family Dwelling	\$99.00
WATER AND/OR SEWER EVALUATION - LOAN EVALUATION	
17 Residential (Single Family)***	\$204.00
18 Other than single family (Food Establishments, Convenience Stores)***	\$238.00
***Includes bacteria and nitrate water tests	
CAMPGROUND INSPECTION	
19 Annual Inspection - Less than 250 sites	\$146.00
20 Annual Inspection - More than 250 sites	\$180.00
21 Follow-up/Confirmed Complaint Inspection	\$96.00
22 Temporary Campground License Fee	\$96.00
SWIMMING POOL INSPECTION	
23 Annual Inspection-Seasonal	\$99.00
24 Annual Inspection - Year-around	\$186.00
25 Follow-up/Confirmed Complaint Inspection	\$96.00
SEPTIC TANK CLEANERS	
26 Land Disposal Site Inspection	\$132.00
27 Follow-up Inspection / Confirmed Complaint Inspection	\$96.00
28 Truck Inspection (Per Truck)	\$50.00
SEPTIC INSTALLERS REGISTRATION	
29 Initial Registration - (Per County Listing)	\$56.00
30 Annual Registration Renewal - (Per County Listing)	\$39.00
DHS LICENSED FACILITY INSPECTIONS	
31 * Water & Sewer Only	\$134.00
32 *Complete	\$185.00
33 *Children's Camp Inspection with licensed food service	\$185.00
34 *Children's Camp Inspection without licensed food service	\$237.00
*Additional charge for water samples based on current fee from laboratory	
EH HOURLY RATE FOR SERVICES NOT SPECIFIED	
	\$36 + mileage
BODY ART FACILITY	
35 Body Art New Facility Inspection Fee - Licensed between July 1st and Dec 31st	\$134.00
36 Re-inspection or Confirmed Complaint Fee	\$99.00
37 Plan Review Fee	\$192.00



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

**2019 CERTIFICATE OF RECOGNITION
FOR YEARS OF DEDICATED SERVICE**

**Rochelle Agar - 5 Years
David Fowler - 5 Years
Yvonne Atwood - 5 Years**

**Martha Sandy - 10 Years
James Young - 10 Years**

Maria Ansett - 15 Years

Laura Sutter - 20 Years

**Rebecca Podoll - 25 Years
Kelley Mapes - 25 Years**

Tony Headley - 30 Years

The Staff recognized above reached their milestone during the 2018 calendar year.

BRANCH-HILLSDALE-ST. JOSEPH COMMUNITY HEALTH AGENCY
Food Service Fee Schedule - Proposed

	License	State	Total
FIXED ESTABLISHMENT - COMMERCIAL			
1 Annual Inspection Fee	\$395.00	\$27.00	\$422.00
2 New Establishment/Owner Fee	\$573.00	\$27.00	\$600.00
FIXED ESTABLISHMENT - NON-PROFIT/SCHOOLS			
3 Annual Inspection Fee	\$236.00	\$5.00	\$241.00
4 New Establishment/Owner Fee	\$292.00	\$5.00	\$297.00
5 Senior Meal Food Service Location	\$125.00	\$5.00	\$130.00
6 Limited Non-Profit	\$125.00	\$5.00	\$130.00
7 Senior Meal Food Prep Kitchens/Soup Pots	\$125.00	\$5.00	\$130.00
8 Annual Inspection Fee - Satellite Service	\$125.00	\$27.00	\$152.00
SEASONAL FIXED ESTABLISHMENTS			
9 Annual Inspection Fee	\$198.00	\$27.00	\$225.00
10 New Establishment/Owner Fee	\$573.00	\$27.00	\$600.00
11 Late Charge - Fixed & Seasonal Fixed	\$105.00	N/A	\$105.00
MOBILE FOOD SERVICE			
12 Mobile Annual Unit Inspection Fee	\$198.00	\$27.00	\$225.00
13 Mobile New Unit/Owner Fee	\$522.00	\$27.00	\$549.00
14 Mobile Late Charge	\$105.00	N/A	\$105.00
15 Mobile Commissary Annual Inspection	\$359.00	\$27.00	\$386.00
16 M/V Commissary New Establishment/Owner Fee	\$522.00	\$27.00	\$549.00
17 Mobile Commissary Late Charge	\$105.00	N/A	\$105.00
SPECIAL TRANSITORY FOOD UNIT			
18 STFU Annual License	\$101.00	\$40.00	\$141.00
19 STFU 501(C) (3)	\$101.00	\$5.00	\$106.00
20 STFU Inspection Fee (2 Required)	\$90.00	N/A	\$90.00
TEMPORARY FOOD PERMITS			
21 Commercial	\$102.00	\$8.00	\$110.00
22 Commercial Demonstration Cooking	\$102.00	\$8.00	\$110.00
23 Limited Commercial Temporary	\$83.00	\$8.00	\$91.00
24 Commercial Late Charge-Application received less than 10 days prior	\$55.00	N/A	\$55.00
25 Non-Profit	\$64.00	\$5.00	\$69.00
26 Non-Profit Cook-off Contest	\$30.00+\$5 per contestant	\$5.00	Variable
27 Non-Profit Late Charge-Application received less than 10 days prior	\$20.00	N/A	\$20.00
PLAN REVIEW & FOLLOWUP INSPECTIONS - FIXED, MOBILE, STFU			
28 Plan Review Fee - Complete	\$507.00	N/A	\$507.00
29 Plan Review Fee - Remodel	\$254.00	N/A	\$254.00
30 Late Charge	\$105.00	N/A	\$105.00
31 Follow-up & Enforcement Inspections	\$113.00	N/A	\$113.00
FOOD CLASS FEES			
32 NEHA or ServSafe Manager Certification Class	\$220.00	N/A	\$220.00
33 Certification Exam Fee (given as part of a class)	\$98.00	N/A	\$98.00
34 NEHA Food Handlers Class	\$66.00	N/A	\$66.00

Personal Health and Disease Prevention November/December 2018 Update

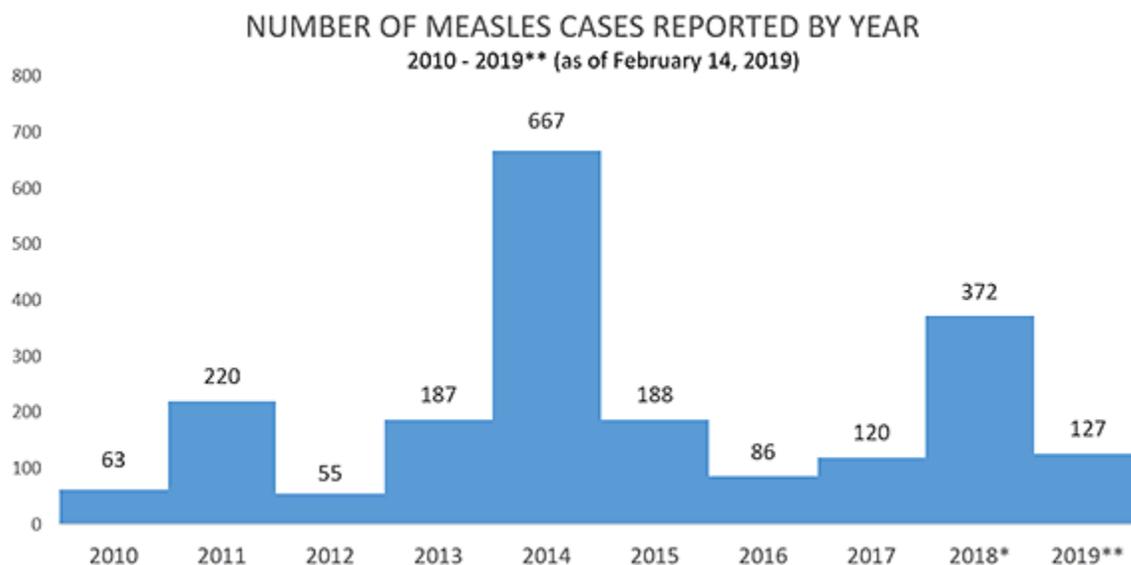
Communicable Disease: (CD-TB-HIV-STD):

- ❖ Flu reports for the state of Michigan went from Regional activity to widespread activity on the February 9 2019 report. We just put out another press release regarding flu because people often feel like the season is close to being over. Each if our agencies were able to get 40 doses of flu vaccine that we could give for free to anyone interested.
- ❖ Legionella testing has been done at a Three Rivers Nursing Care Facility. An Allegan County man stayed at the facility for two weeks and was later confirmed + for Legionella. The Allegan County CD team determined his illness onset to be while in this facility. We are awaiting results of the testing.

Immunizations: MMR

From January 1 to February 14, 2019, 127** individual cases of measles have been confirmed in 10 states. 15 Cases in Michigan in 2018. Measles killed 72 children & adults according to WHO in the European Region in 2018.

The states that have reported cases to CDC are California, Colorado, Connecticut, Georgia, Illinois, Kentucky, New York, Oregon, Texas, and Washington.



In a given year, more measles cases can occur for any of the following reasons:

- an increase in the number of travelers who get measles abroad and bring it into the U.S., and/or
 - further spread of measles in U.S. communities with pockets of unvaccinated people.
- 2018: The U.S. experienced 17 outbreaks in 2018, including three outbreaks in New York State, New York City, and New Jersey, respectively. Cases in those states occurred primarily among unvaccinated people in Orthodox Jewish communities. These outbreaks were associated with

travelers who brought measles back from Israel, where a large outbreak is occurring. Eighty-two people brought measles to the U.S. from other countries in 2018. **This is the greatest number of imported cases since measles was eliminated from the U.S. in 2000.**

- 2017: A 75-case outbreak was reported in Minnesota in a Somali-American community with poor vaccination coverage.
- 2015: The United States experienced a large (147 cases), multi-state measles outbreak linked to an amusement park in California. The outbreak likely started from a traveler who became infected overseas with measles, then visited the amusement park while infectious; however, no source was identified.
- 2014: The U.S. experienced 23 measles outbreaks in 2014, including one large outbreak of 383 cases, occurring primarily among unvaccinated Amish communities in Ohio. Many of the cases in the U.S. in 2014 were associated with cases brought in from the Philippines, which experienced a large measles outbreak.
- 2013: The U.S. experienced 11 outbreaks in 2013, three of which had more than 20 cases, including an outbreak with 58 cases.
- 2011: In 2011, more than 30 countries in the WHO European Region reported an increase in measles, and France was experiencing a large outbreak. These led to a large number of importations (80) that year. Most of the cases that were brought to the U.S. in 2011 came from France.
- 2008: The increase in cases in 2008 was the result of spread in communities with groups of unvaccinated people.

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

- ❖ WIC is back to being fully staffed.

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

The fluctuations in the hearing & vision screening in Hillsdale County was due to having a new tech in training for 3 months. The other two techs did come over to help and then get things caught up, while doing their own schools. They also schedule schools in advance, but not always the same month, so a big school could be done one year in November, but not the following year.

There has been a big difference in the number of diagnostics being done compared to previous years. They have done over 40 in the last couple of months. Ninety percent are in the Amish communities. Most of them have hearing issues. They have been able to get these children to U of M for audiology and ENT consults. Many have resulted in receiving hearing aids. Due to the high numbers of children with needs, U of M is considering sending a team down to see the children in a special clinic. Details to follow.

Y. Atwood R.N., B.S.N. Director of Personal Health & Disease Prevention

Personal Health and Disease Prevention

January-19	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.	1,232	950	752	951	3,885	1,262	998	760	989	4,009	1,325	1,164	769	1,079	4,336
CHILD IMMUNIZATIONS															
# Vaccines Given CHA	116	84	-	100	300	732	692	-	510	1,934	754	641	-	495	1,890
All VFC Doses Given	700	484		986	2,170	3,457	2,675	-	5,084	11,216	3,229	2,522	-	4,644	10,395
Waivers	3	2	-	5	10	33	33	-	32	98					
ADULT IMMUNIZATIONS															
# Vaccines Given	86	40	-	46	172	873	405	-	756	2,034	1,013	252	-	414	1,679
All VRP Doses Given	15	9	-	12	36	158	147	-	78	383	269	59	-	141	469
TRAVEL VACCINATIONS															
Branch Office	6				6	13	-	-	-	13	119	-	-	-	119
COMMUNICABLE DISEASE															
STD treatments	2	1	-	-	3	8	10	-	51	69	14	13	-	18	45
New STD Investigations	10	10	-	17	37	55	47	-	101	203	45	33	-	77	155
TB Tests Done	9	8	-	2	19	42	75	-	11	128	46	47	-	6	99
LTBI on Rx	-	-	-	-	-	-	-	-	1	1	1	-	-		1
HIV Testing	-	-	-	7	7	3	7	-	32	42	2	7	-	7	16
ENROLLMENTS															
Medicaid & Michild	1	-	-	5	6	3	-	-	16	19	11	-	-	23	34
REFERRAL SERVICE															
MCDC Referrals	20	35	7	5	67	38	65	7	12	122					
MIHP referrals	15	-	24	22	61	55	-	44	58	157	59	-	66	104	229
Hearing Screens															
Pre-school	-	-	-	46	46	56	117	-	221	394	-	57	-	187	244
School Age	90	117	-	185	392	474	714	-	1,473	2,661	594	473	-	1,381	2,448
Vision Screens															
Pre-school	-	-	-	50	50	48	100	-	223	371	-	15	-	218	233
School Age	457	304	-	531	1,292	2,145	1,261	-	2,900	6,306	2,363	1,627	-	2,613	6,603
Children's Special Health Care Services															
Diagnostics	1	6	-	-	7	14	27	-	-	41	2	-	-	3	5
Assessments-Renewal	14	19	-	35	68	74	77	-	119	270	71	68	-	123	262
Assessments-New	8	4	-	11	23	21	46	-	22	89	21	19	-	27	67

**Branch-Hillsdale-St. Joseph Community Health Agency
Environmental Public Health Services
Report for the February 28, 2019 Board of Health Meeting
Prepared by Paul Andriacchi R.E.H.S, Director of Environmental Health**



Well & On-Site Sewage

We received notification of the intent to retire this month from Tony Headley (field sanitarian in Branch County). Tony has been employed with our agency for just over 30 years and has been an outstanding asset to our team! Tony's has represented our agency extremely well throughout his tenure and is highly respected by his peers as well as the general public and contractors he has served. We will lose a wealth of knowledge when he leaves but we wish him the best in his future endeavors. Tony's last day with us will be March 29th. We are planning a retirement reception for him in the Coldwater office on the 29th from 2:00-4:00 p.m., if you are interested in attending. We are in the process of replacing Tony's position and have accepted Cody Johnson's request to take over for Tony in Branch County. Cody has been working in the St. Joseph office for the past 3+ years but resides in Branch County so the transfer made sense for him. We will begin the interview process to back fill Cody's position in St. Joseph County next week. We hope to have someone hired fairly quickly to allow plenty of time for field training as we gear up for the busy summer season.

General Programs

The Michigan Department of Health and Human Services has offered grant money for mosquito and tick surveillance this spring. We are going to take advantage of that offer and hire interns in all three counties to run the program. You may recall we did a Zika surveillance grant two years ago, this grant is somewhat similar but it will include a tick collection component. Fortunately for us, two of the three interns we employed for the last grant are interested in returning this year. We will be working with MDHHS to get more of the specifics on the deliverables for the grant in the very near future as well as beginning our search for the 3rd intern we will need to employ.

This past week our agency was informed of a case of Legionella that had potential ties to a nursing facility in St. Joseph County. Our EH and clinical staff assisted MDHHS staff with an investigation at the facility to determine if the legionella originated at the facility. The EH staff assisted in the collection of water samples and the investigation into the water distribution system to determine if there were any potential issues. The MDHHS has not yet made a determination if the facility can be linked to the legionella and the results of the water samples are still pending.

BRANCH - HILLSDALE - ST. JOSEPH COMMUNITY HEALTH AGENCY

ENVIRONMENTAL HEALTH SERVICE REPORT 2018/2019

	JANUARY				YTD 2018/2019				YTD 2017/2018			
	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL	BR	HD	SJ	TOTAL
WELL/SEWAGE SYSTEM EVAL.	-	-	1	1	7	3	7	17	2	1	3	6
CHANGE OF USE EVALUATIONS - FIELD	-	1	4	5	1	11	12	24	6	7	9	22
CHANGE OF USE EVALUATIONS - OFFICE	-	1	3	4	5	4	18	27	11	-	13	24
ON-SITE SEWAGE DISPOSAL												
PERMITS NEW CONSTRUCTION	4	5	3	12	23	16	20	59	13	11	25	49
REPAIR/REPLACEMENT	2	6	9	17	11	19	44	74	14	14	16	44
VACANT LAND EVALUATION	1	-	-	1	2	1	3	6	1	2	6	9
PERMITS DENIED	-	-	-	-	-	-	-	-	-	-	-	-
TOTAL	7	11	12	30	36	36	67	139	28	27	47	102
SEWAGE PERMITS INSPECTED	1	5	7	13	23	35	56	114	26	38	45	109
WELL PERMITS ISSUED	9	12	11	32	42	39	72	153	46	28	77	151
WELL PERMITS INSPECTED	6	3	11	20	30	40	52	122	48	39	65	152
FOOD SERVICE INSPECTION												
PERMANENT	13	16	14	43	63	66	105	234	81	86	108	275
NEW OWNER / NEW ESTABLISHMENT	-	-	-	-	-	4	5	9	5	1	4	10
FOLLOW-UP INSPECTION	4	4	-	8	7	18	8	33	6	8	4	18
TEMPORARY	-	-	1	1	4	8	14	26	7	10	13	30
MOBILE, STFU	-	-	-	-	-	2	4	6	2	10	1	13
PLAN REVIEW APPLICATIONS	2	1	-	3	2	2	-	4	-	1	1	2
FOOD COMPLAINTS RECEIVED	1	1	-	2	3	3	3	9	5	2	2	9
FOODBORNE ILLNESS INVESTIGATED	-	-	-	-	-	-	-	-	-	-	1	1
FOOD CLASSES												
MANAGEMENT CERTIFICATION CLASS	n/a	n/a	n/a	11	n/a	n/a	n/a	63	n/a	n/a	n/a	79
FOOD HANDLERS CLASS	n/a	n/a	n/a	-	n/a	n/a	n/a	-	n/a	n/a	n/a	-
METH LAB REFERRALS	-	-	-	-	-	-	-	-	-	-	1	1
METH LAB LETTERS SENT	-	-	-	-	-	-	-	-	-	-	-	-
CAMPGROUND INSPECTION	-	-	-	-	-	-	-	-	-	-	-	-
NON-COMM WATER SUPPLY INSP.	-	-	1	1	-	6	17	23	-	-	2	2
SWIMMING POOL INSPECTION	-	-	-	-	10	4	-	14	10	4	-	14
PROPOSED SUBDIVISION REVIEW	-	-	-	-	-	-	-	-	-	-	-	-
SEPTIC TANK CLEANER	-	-	-	-	-	-	-	-	-	-	1	1
DHS LICENSED FACILITY INSP.	3	2	1	6	8	8	10	26	8	22	23	53
COMPLAINT INVESTIGATIONS	1	-	-	1	14	4	4	22	4	5	8	17
LONG TERM MONITORING	-	-	-	-	-	-	5	5	-	-	4	4
BODY ART FACILITY INSPECTIONS	-	1	-	1	-	1	-	1	-	2	-	3

Branch-Hillsdale-St Joseph Food Establishment Inspection Report

2019-02 BOH - Pg 24

For Date Range: 01/01/2019 - 01/31/2019

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
COLDWATER GARDEN	COLDWATER	01/22/19	COMPLAINTS		0	
EL CERRITO	HILLSDALE	01/28/19	COMPLAINTS	0 0	0	0
JT'S BILLIARDS BAR & GRILL LLC	COLDWATER	01/02/19	CONSULT	0 0	0	0
EL CERRITO	HILLSDALE	01/10/19	ENFORCEMENT AC		0	
BIGGBY COFFEE	THREE RIVERS	01/02/19	ROUTINE/FULL	0 0	0	0
BRONSON KNIGHTS OF COLUMBUS #292	BRONSON	01/08/19	ROUTINE/FULL	0 0	0	0
BURKE'S FAMILY BOWL	STURGIS	01/23/19	ROUTINE/FULL	0 0	0	0
CAMDEN UNITED METHODIST CHURCH	CAMDEN	01/17/19	ROUTINE/FULL	0 0	0	0
CHICKEN COOP	CONSTANTINE	01/08/19	ROUTINE/FULL	0 0	0	0
HILLSDALE HOSPITAL	HILLSDALE	01/09/19	ROUTINE/FULL	0 0	0	0
LIFESONG COMMUNITY CHURCH	OSSEO	01/07/19	ROUTINE/FULL	0 0	0	0
LITTLE CAESARS #1200-001	THREE RIVERS	01/09/19	ROUTINE/FULL	0 0	0	1
MCDONALDS OF BRONSON	BRONSON	01/08/19	ROUTINE/FULL	0 0	0	1
MCDONALDS OF THREE RIVERS #2196	THREE RIVERS	01/10/19	ROUTINE/FULL	0 0	0	0
PATHFINDER	CENTREVILLE	01/07/19	ROUTINE/FULL	0 0	0	0
READING UNITED METHODIST CHURCH	READING	01/02/19	ROUTINE/FULL	0 0	0	0
ROOSTER'S WING SHACK	THREE RIVERS	01/18/19	ROUTINE/FULL	0 0	0	0
SOUTH LANES	THREE RIVERS	01/17/19	ROUTINE/FULL	0 0	0	0
THE IN BETWEEN	STURGIS	01/18/19	ROUTINE/FULL	0 0	0	0
HILLSIDE LANES	HILLSDALE	01/15/19	ROUTINE/FULL	0 1	0	0
HUNGRY HOWIE'S	HILLSDALE	01/17/19	ROUTINE/FULL	0 1	0	2
MEEKS MILL CAFE	CONSTANTINE	01/04/19	ROUTINE/FULL	0 1	0	0
BAW BEESE AMERICAN LEGION	HILLSDALE	01/11/19	ROUTINE/FULL	1 0	1	1
BIGGBY COFFEE #254 V&K CAFE DBA	COLDWATER	01/03/19	ROUTINE/FULL	1 0	1	1
COTTAGE INN	HILLSDALE	01/17/19	ROUTINE/FULL	1 0	1	2
HILLSDALE COUNTY CONSERVATION CLL	OSSEO	01/25/19	ROUTINE/FULL	1 0	1	0
HOUSE OF PIZZA & BBQ	HILLSDALE	01/10/19	ROUTINE/FULL	1 0	1	0
JAYWALKER RESTAURANT	WHITE PIGEON	01/04/19	ROUTINE/FULL	1 0	1	0
SAMUEL MANCINOS ITALIAN EATERY	WHITE PIGEON	01/03/19	ROUTINE/FULL	1 0	1	2
HAPPY PANTS LLC	HILLSDALE	01/24/19	ROUTINE/FULL	1 1	1	2
JEANNE'S DINER	COLDWATER	01/09/19	ROUTINE/FULL	1 1	0	0
LUIGI'S PIZZA	LITCHFIELD	01/03/19	ROUTINE/FULL	1 1	1	0

Branch-Hillsdale-St Joseph *Food Establishment Inspection Report*

2019-02 BOH - Pg 25

For Date Range: 01/01/2019 - 01/31/2019

Name	Location	Date	Inspection Type	# P / Pf	# P/Pf Fixed During Inspection	# Core
RAY'S TAVERN	READING	01/02/19	ROUTINE/FULL	1 1	1	0
SPIRIT CAFE LLC	QUINCY	01/03/19	ROUTINE/FULL	2 0	2	2
LONE RANGER CAFE	READING	01/02/19	ROUTINE/FULL	2 1	2	3
THE COFFEE SHOP	NORTH ADAMS	01/15/19	ROUTINE/FULL	1 2	1	1
THE GREAT WALL	HILLSDALE	01/04/19	ROUTINE/FULL	2 3	2	1
BRONSON STRIKE ZONE	BRONSON	01/08/19	ROUTINE/FULL	5 5	2	5
THE HUNT CLUB OF HILLSDALE	HILLSDALE	01/04/19	FOLLOW UP		1	
LONE RANGER CAFE	READING	01/22/19	FOLLOW UP		1	
BOB EVAN RESTAURANTS LLC #2035	COLDWATER	01/04/19	FOLLOW UP		1	
THE GREAT WALL	HILLSDALE	01/22/19	FOLLOW UP		1	

COMPLAINTS 2
 CONSULT 1
 ENFORCEMENT ACTION 1
 ROUTINE/FULL 34
 FOLLOW UP 4
 TOTAL NUMBER OF INSPECTIONS: 42

Food Inspection Codes:

P-This indicates a priority violation which is a violation which includes a quantifiable measure to show control of hazards such as cooking, cooling, reheating and handwashing. It is in general terms a violation that can potentially lead directly to an illness.

Pf-This is a priority foundation violation which is a violation that supports a priority violation. For example, the lack of soap or towels at a handwash sink is a Pf. This supports the priority violation of not washing hands.

C-This is a core violation-This is an item the usually relates to general sanitation, operational controls and maintenance of facilities and equipment.



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

February 28, 2019

Director's Report

Enclosure:

1. Services to Victims of Elder Abuse Grant – FY19 1st Quarter Summary Report
-

Updates:

1. FY2018 year-end financial & programmatic reporting is complete. We expect our official “FY18 close-out letter” from AASA to arrive any day now. There is no carryover funding expected for FY2019. All funds awarded to AAA3C were spent on programs and services.
2. VOCA - Services to Victims of Elder Abuse Grant Updates & Introductions
Abigail Reardon, BSW (St. Joseph County)
 Phone: 517-462-0889 Email: reardona@bhsj.org
Joshua Englehart (Branch County)
 Phone: 517-462-0888 Email: englehartj@bhsj.org

We are so pleased to introduce you to the staff who will be supporting victims and performing the community development work in each county. They are a resource so I've also included their contact information for you.

Abigail was the ‘main author’ of our first quarter report so she will present the report (attached) and answer any additional questions you may have. All in all, the program is growing by leaps and bounds each week!

Also to note: Branch County's Elder Abuse Prevention Coalition meeting is set for 1:00pm on Thursday, Feb. 28th... All Board of Health members are welcome to attend!

3. Our planning process has begun for the next three-year cycle: FY2020 – 2022! The Aging & Adult Services Agency just released the Annual and Multi-Year Planning Instructions in our online data system. This time-intensive and comprehensive look at our local aging network will take many months to complete. Over the coming weeks we will develop and share with the Board and network partners our “Multi-Year Area Plan Timeline” so you can mark your calendars for Input Forums, Public Hearings and other important dates. We will embark on our local community needs assessment to help inform our planning and funding recommendations. New for this cycle is an additional (statewide) needs assessment process as well, which will be performed by an outside entity. It is funded with a special grant and will be administered by the AAA Association through an outside research firm for our reference and correlation.

As always, we rely on key community leaders for input. Thank YOU in advance for your participation and input throughout the planning and needs assessment process.



Services to Victims of Elder Abuse Grant FY18-19 Quarter 1 Report

*Information below is based on number of occurrences

Demographics	
New Clients Total	15
Black/African-American	1
Hispanic/Latino	1
White Non-latino/Caucasian	13
Male	3
Female	12
Age 25-59	2
Age 60 and Older	13

Special Classification	
Deaf/Hard of Hearing	1
Homeless	4
Veteran	1
Disability	7

Types of Victimization	
Physical Assault	1
Domestic or Family Violence	5
Elder Abuse or Neglect	13
Identity Theft/Fraud/Financial Crime	2
Robbery	3
Multiple Victimizations	3

Direct Services	
Crime Victims Compensation	1
Information about Criminal Justice	5
Victim Notification	1
Referral to Other Services	23

Personal Advocacy	
Law Enforcement Interview	2
Individual Advocacy	3
Intervention with Person or Institutions	3
Transportation	27

Emotional Support or Safety Services	
Crisis Intervention	16
Emergency Financial Assistance	1

Shelter/Housing Services	
Relocation Assistance	4

Criminal Justice Assistance	
Notification of Criminal Justice Event	6
Victim Impact Statement	2
Law Enforcement Interview	1

For additional information or questions please contact:

Abigail Reardon Ph: (517) 462-0889 Email: reardona@bhsj.org

Joshua Englehart Ph: (517) 462-0888 Email: englehartj@bhsj.org