



"Your Local
Health Department"

Branch - Hillsdale - St. Joseph Community Health Agency

BOARD OF HEALTH

Minutes

September 27, 2018 at 9:00 AM

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, and Bruce Caswell. Terri Norris joined the meeting at 9:09 a.m.

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

Mr. Vrablic moved to add 'review of the cost allocation plan' to the agenda under new business and to approve the agenda as amended with support from Mr. Caswell. The motion carried.

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

Public comment:

- None at this time.

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Request for Proposal Updates, Meridian Health Plan, PFAS Testing, Accreditation Certificate Presentation, CPR & First Aid Certification, Mosquito Borne Diseases, Health Promotion & Education Updates, Position Evaluation, Staff Vacancies/New staff, and the Hepatitis A Outbreak.

Rebecca Burns, Health Officer, reviewed the Medical Director's monthly report. This month's report was titled World Health Care Summary 2018.

Committee Reports:

- Finance Committee –
 - Mr. Vrablic moved to approve the minutes from the 9/27/18 Finance Committee meeting with support from Ms. Norris. The motion carried.
- Program, Policy, and Appeals Committee –
 - Ms. Pangle moved to approve the minutes from the 8/23/18 Program, Policy, and Appeals Committee meeting with support from Mr. Vrablic. The motion carried.

Financial Reports/Expenditures

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

Unfinished Business

- There was no unfinished business to discuss.

New Business:

- a. No action was taken on the John Shilling Permit Fee Waiver Appeal as Mr. Shilling has since purchased a permit.
- b. Ms. Norris moved to enter into an agreement with Absolute Business Technology Solutions from Portage, Michigan to install and configure a wireless network in the Coldwater, Hillsdale, and Three Rivers locations, with support from Ms. Pangle. The motion carried.
- c. Mr. Caswell moved to approve the cost allocation plan as presented with support from Ms. Norris. The motion carried.

Ms. Norris moved to adjourn the meeting with support from Ms. Pangle. The motion carried. With no further business the meeting was adjourned at 10:04 AM.

Respectfully Submitted by:

Theresa Fisher, BS

