

May 27, 2021 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Kathy Pangle at 9:00 a.m. with the Pledge of Allegiance to the Flag of the United States and roll call as follows: Kathy Pangle, Tom Matthew, Jon Houtz, Jared Hoffmaster, and Brent Leininger. Mark Wiley joined the meeting at 9:06 during the Health Officer's report.

Also present from BHSJ: Rebecca Burns, Dr. Vogel, Theresa Fisher, Paul Andriacchi, Laura Sutter, and Kali Nichols.

Mr. Houtz moved to approve the agenda with support from Mr. Matthew and the motion passed.

Mr. Houtz moved to approve the minutes from the previous meetings with support from Mr. Wiley and the motion passed.

Public comment:

- None

Rebecca Burns, Health Officer, reviewed her monthly report. Items discussed: Vaccinations Continue, COVID-19 Cases, American Rescue Plan Funds, New Medical Director Candidate, Mobile Clinic Van, COVID-19 testing, Board of Health Education, Health Education and Promotion Updates, and Strategic Planning.

Dr. Vogel, Medical Director, reviewed the Medical Director's monthly report. This month's report was on Vaccine Hesitancy in the COVID-19 Pandemic.

Financial Reports/Expenditures

- Mr. Houtz moved to approve the expenditures as reported and place the financials on file with support from Mr. Matthew. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).

Unfinished Business

- Mr. Houtz moved to continue the past practice of approving minutes from the BOH sub-committees at the next full Board of Health Meeting, with support from Mr. Matthew. A roll call vote was taken and the motion passed 5-1 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, no).

Committee Reports:

- Finance Committee –Mr. Hoffmaster moved to approve the minutes from the May 12, 2021 Finance Committee meeting with support from Mr. Houtz. The motion passed.

- Program, Policy, and Appeals Committee – Mr. Wiley moved to approve the minutes from the April 22, 2021 Program, Policy, and Appeals Committee meeting with support from Mr. Hoffmaster. The motion passed.

New Business:

- Mr. Houtz moved amend the current 2021 Board of Health Meeting Schedule to hold the remainder of this year's meetings to in person, in the Coldwater office. The motion was supported by Mr. Wiley. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
- Mr. Wiley moved to approve payment of \$2 per hour hazard pay, calculated retroactively based on the number of hours actually worked between October 1, 2020 and June 18, 2021, to all employees who receive payment for hours worked in the payroll ending June 18, 2021. The motion was supported by Mr. Hoffmaster. A roll call vote was taken and the motion passed 5-1 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, no).
- Mr. Houtz moved to temporarily remove the vacation accrual maximum cap, retroactively from October 1, 2020 through September 30, 2021, with support from Mr. Hoffmaster. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
- Mr. Houtz moved to approve payments up to \$750,000 to the under-funded MERS DB Retirement plan by September 30, 2021, with support from Mr. Leininger. A roll call vote was taken and the motion passed 6-0 (Mr. Wiley, yes; Ms. Pangle, yes; Mr. Matthew, yes; Mr. Houtz, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes).
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Departmental Reports:

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

With no further business the meeting was adjourned at 10:54 AM.

Respectfully Submitted by:
Theresa Fisher, BS

