

January 25, 2024 – Board of Health Meeting Minutes

The Branch-Hillsdale-St. Joseph Community Health Agency Board of Health meeting was called to order by Chair, Brent Leininger at 9:00 AM with the Pledge of Allegiance to the Flag of the United States. Roll call was completed as follows: Tom Matthew, Jared Hoffmaster, Brent Leininger, and Steve Lanius. Jon Houtz and Rusty Baker were absent.

Also present from BHSJ: Rebecca Burns, Karen Luparello, Theresa Fisher, Laura Sutter, Paul Andriacchi, Kali Nichols, and Kris Dewey.

Mr. Hoffmaster moved to approve the agenda as presented with support from Mr. Lanius. The motion passed.

Mr. Hoffmaster was nominated for the Board Chair position by Mr. Matthew. Mr. Hoffmaster was named Chair by roll call vote which passed 4-0 with 2 members absent (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

Mr. Hoffmaster, the newly elected Chair took office and began running the meeting.

Mr. Matthew was nominated for the Board Vice-Chair position by Mr. Leininger. Mr. Matthew was named Vice-Chair by roll call vote which passed 4-0 with 2 members absent (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

Mr. Leininger, moved to accept the committee appointments as follows with support from Mr. Matthew: Finance Committee: Chair, Mr. Hoffmaster, Mr. Houtz, and Mr. Lanius; Program, Policy, and Appeals Committee: Chair, Mr. Leininger, Mr. Matthew, and Mr. Baker. The motion passed unopposed.

Mr. Lanius moved to approve the minutes from the December 14, 2023 meeting with support from Mr. Leininger. The motion passed unopposed.

Public Comment: No public comments were given.

Mr. Leininger moved to go into closed session to consider material exempt from discussion or disclosure by state or federal statute, per section 8(h) of the OMA, and section 13(1)(g) of the Freedom of Information Act, which exempts from public disclosure “information or records subject to the attorney-client privilege”. The motion received support from Mr. Lanius. A roll call vote was taken and passed 4-0 with 2 absent. (Mr. Matthew, yes; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, yes; Mr. Houtz, absent; Mr. Baker, absent).

The Board entered Closed Session at 9:12 AM.

Mr. Leininger moved to return to open session with support from Mr. Matthew. The motion passed unopposed.

The Board entered Open Session at 9:42 AM.

Rebecca Burns, Health Officer, reviewed her monthly report. Items included: Employee Recognition, CDC Infrastructure Grant, Staffing Update, Request by MCDC, Medicare Billing Revalidation, Kindergarten Oral Health Assessment, Agreement with Hillsdale Hospital on use of Mobile Van, Public Health Concerns, MALPH Day at the Capital, Coldwater Office, Hillsdale Office, Three Rivers Office, and Sturgis Office.

Dr. Luparello reviewed the Medical Director's monthly report. This month's educational report was titled, "Wellness".

Departmental Reports:

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

Financial Reports/Expenditures

- Mr. Leininger moved to approve the expenditures for December as reported with support from Mr. Lanius. The motion passed unopposed.
- Mr. Leininger moved to place the financials for December on file with support from Mr. Matthew. The motion passed unopposed.

Committee Reports:

- Finance Committee – Mr. Leininger moved to approve the minutes from the January 12, 2024 Board of Health Finance Committee meeting with support from Mr. Lanius. The motion passed unopposed.
- Program, Policy, & Appeals Committee – Mr. Leininger moved to approve the minutes from the January 17, 2024 Board of Health Program, Policy, and Appeals Committee meeting with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the minutes from the January 17, 2024 Board of Health Program, Policy, and Appeals Committee Closed Session meeting with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the minutes from the January 25, 2024 Board of Health Program Closed Session meeting with support from Mr. Lanius. The motion passed unopposed.

New Business:

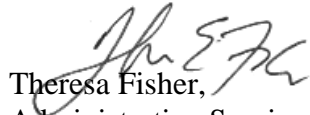
- Mr. Leininger moved to approve the updated MCDC agreement as presented, with support from Mr. Matthew. The motion passed unopposed.
- Mr. Leininger moved to approve the Board of Health ByLaws as presented, with support from Mr. Matthew. The motion passed unopposed.
- Board of Health Contact information was discussed, but no action was taken.

- Employee Recognitions were discussed, but no action was taken.
- Mr. Leininger moved to accept the Finance Committee's recommendation to approve the bid from Apex Painting with support from Mr. Hoffmaster. A roll call vote was taken and the motion failed 2-2 with 2 members absent (Mr. Matthew, no; Mr. Hoffmaster, yes; Mr. Leininger, yes; Mr. Lanius, no; Mr. Houtz, absent; Mr. Baker, absent)
- Agency Financial Audit was discussed but no action was taken.
- Board of Health Education Sessions were discussed, but no action was taken.

Public Comment: No public comments were given.

With no further business, Mr. Matthew moved to adjourn the meeting with support from Mr. Lanius. The motion passed unopposed and the meeting was adjourned at 11:17 AM.

Respectfully Submitted by:



Theresa Fisher,
Administrative Services Director
Secretary to the Board of Health