

**Meeting of the Board of Health  
St. Joseph County Department of Health  
8<sup>th</sup> Floor, County-City Building  
Boardroom**

**January 18, 2023  
4:30 p.m.**

Available by Zoom:

<https://us06web.zoom.us/j/81442698080?pwd=aHFaL1ZCTnR4RFdiRm5rV2hxb21jUT09>

Meeting ID: 814 4269 8080

Passcode: 206238

One tap mobile

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**I. CALL TO ORDER**

**II. EXECUTIVE SESSION:**

A. Election of Officers

**III. ADOPTION OF THE AGENDA:**

It is recommended the Board of Health members adopt the agenda for the January 18, 2023

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**IV. APPROVAL OF THE MINUTES:**

It is recommended the Board of Health members approve the minutes of December 14, 2022.

Motion by \_\_\_\_\_ Seconded by \_\_\_\_\_ Vote \_\_\_\_\_

**V. BOARD PRESIDENT ANNOUNCEMENTS:**

23-01 Introduction of new Board Member, Kristin Vincent, CNM.

**VI. HEALTH OFFICER PRESENTATION and REPORT:**

23-02 Discussion on December 2022 Health Officer's Report

Emergency Preparedness

Environmental Health

Finance

Food Services

Health Equity, Epidemiology and Data (HEED)

Health Outreach, Promotion & Education (HOPE)

Nursing – Immunizations, Mobile Clinic & Public Health Nursing

Vital Records

**VII. NEW BUSINESS:**

23-03 Appointments to the Personnel Committee

23-04 Appointments to the Finance Committee

23-05 Appointments to the Appeals Committee

24-06 Discussion of steps to appoint a new Health Officer

VIII. OLD BUSINESS:

IX. BOARD NOTIFICATIONS:

1. Hirings: Mercedes Lopez; Community Health Worker – December 5, 2022
2. Resignations: None
3. Retirements: Carol Frazee, Billings Clerk – December 16, 2022 (35 Years with DoH)
4. Terminations: None

X. PUBLIC COMMENT: (3 Minute Limit)

Public comment may be given in person. Input from the public can also be sent to the Board by mail or email via the St. Joseph County Department of Health.

X. TIME AND PLACE OF NEXT REGULAR MEETING:

February 15, 2023 – 4:30 p.m. 8<sup>th</sup> Floor County City Building, Boardroom

XI. ADJOURNMENT:

The following statement provides guidance for the public comment portion of the meeting, as well as the expected decorum for all conversations during the meeting.

At regular meetings, the public is invited to address the Board for three minutes regarding items posted or not posted on the agenda. Individuals may only speak once during this section of the agenda. Speakers shall properly identify themselves by stating their name and address for the record. Personnel issues are not to be addressed during open sessions of the Board of Health. The Board President may interrupt, warn, or terminate any person's statement if the statement becomes personally directed, abusive, obscene, or inflammatory.

The Title VI Coordinator has made available at this meeting a voluntary Public Involvement Survey to collect demographic data to monitor and demonstrate St. Joseph County's compliance with its non-discrimination obligations under Title VI and Federal Regulation 23CFR 200.9(b)(4), and more importantly, ensure that affected communities and interested persons are provided equal access to public involvement. Compliance is voluntary. However, to demonstrate compliance with the federal regulation, the information requested must be documented when provided. It will not be used for any other purpose, except to show that those who are affected or have an interest in proceedings, or the proposed project have been given an opportunity to provide input throughout the process.