

ST. JOSEPH COUNTY BOARD OF HEALTH
ST. JOSEPH COUNTY, INDIANA

Regular Meeting

MINUTES

January 24, 2024
4:30 p.m.

Council Chambers, 4th Floor
County City Building, South Bend, IN

Members Present:

John Linn, P.E.
Michelle Migliore, D.O.
Robert Hays, MD,
Kristin Vincent, CNM
Ellen Reilander, Esq.
Jill Kaps VanBrouaene

Members Absent:

Elizabeth Lindenman, MD
Vacant Position
Vacant Position

Also Present:

Diana Purushotham, MD
Amy Ruppe
Jennifer S. Parcell
Mark Espich
Carolyn Smith
Robin Vida
Renata Williams
Micaela Enright

Alissa Balke
Jodie Pairitz
Tiffany Chukwuma
Kim Dreibelbeis
Jonathan Carmona
Amy Lyczynski
Briannah McCall
Marcellus Lebbin, Counsel

I. CALL TO ORDER & ROLL CALL

The regular meeting of the St. Joseph County, Indiana Board of Health was called to order at 4:30 p.m.

II. ELECTION OF OFFICERS FOR 2024

Marcel Lebbin asked for nominations of President and Vice President.

Upon a motion by Ellen Reilander, Esq., being seconded by Robert Hays, MD, John Linn, P.E. was elected to remain President and Michelle Migliore, D.O. to remain as Vice President of the St. Joseph County Board of Health for 2024.

III. ADOPTION OF THE AGENDA

It is recommended the Board of Health members adopt the agenda for January 24, 2024.

There was a request to amend the agenda to include a Discussion and Vote to apply for the Health PHEP grant.

Upon a motion by Michelle Migliore, D.O., being seconded by Ellen Reilander, Esq. and unanimously carried, the agenda for January 24, 2024, was adopted as amended.

IV. APPROVAL OF MINUTES

1. It is recommended the Board of Health members approve the minutes of the regular meeting of December 13, 2023.

Ellen Reilander, Esq asked if the address for the individual who spoke in public comment be removed.

Marcel Lebbin stated it was not necessary to add the address of the speaker to the written minutes as it is on permanent record with the Executive Administrative Assistant.

Upon a motion by Ellen Reilander, Esq. being seconded by Michelle Migliore, D.O. and unanimously carried, the minutes of the December 13, 2023, regular meeting of the St. Joseph County Board of Health were approved as amended.

V. BOARD PRESIDENT ANNOUNCEMENTS

There were no Board President announcements.

VI. HEALTH OFFICER PRESENTATION and REPORT

24-01 Discussion – Fourth Quarter (Sept., Oct. Nov. Dec.) 2023 Health Officer’s Report
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
Lead Report - Spotlight
Health First Indiana (HFI)
Department of Health Vision and Mission Statement

Dr. Purushotham introduced the new Vision and Mission statements of the Department, went over the monies that were granted by the Health First Indiana and the productivity of the Department.

John Linn thanked and appreciated the staff that hung in with them through the issues of last year.

Micaela Enright presented the lead spotlight (slides attached to these minutes).

Board members asked a few questions about the testing and events.

Renata Williams, Director of CARE explained that we were able to test more due to the Community Health Worker's (CHW's) efforts.

There was a discussion about training realtor's and property owners about lead.

Michelle Migliore, DO asked if the flyers for the event could be send it to the entire BoH.

VII. NEW BUSINESS

24-02 Discussion and Vote - Appointments Personnel Committee Finance Committee Appeals Committee

2023 Personnel Committee consisted of John Linn, P.E.; Michelle Migliore, DO; Robert Hays, MD; Ellen Reilander, Esq.

2023 Finance Committee consisted of John Linn, P.E.; Michelle Migliore, DO; Elizabeth Lindenman, MD; Jill Kaps VanBruaene; and Kristin Vincent.

2023 Appeals Committee consisted of John Linn, P.E; Michelle Migliore, DO and Ellen Reilander, Esq.

Upon a motion by Michelle Migliore, DO being seconded by Robert Hays, MD, the 2024 Personnel, Finance and Appeals Committee will remain the same as 2023.

24-03 Discussion and Vote - Budget Appropriations Fund 2504 – MIH Initiatives Fund 4940 – County-Wide Lead Initiative Fund 9169 – Health CHW Safety PIN Fund 9172 – NACCHO Mentor Program

Amy Ruppe, Administrator/Director of Finance explained the budget appropriations listed above.

Upon a motion by Michelle Migliore, DO, being seconded by Jill Kaps VanBruaene and unanimously carried, the four (4) Budget Appropriations were approved.

24-04 Discussion and Vote - Job Descriptions Community Health Worker Disease Investigation Specialist/Lead Program Coordinator

Amy Ruppe, Administrator/Director of Finance explained the job descriptions in consideration for approval.

Upon a motion by Michelle Migliore, D.O., being seconded by Robert Hays, M.D. and unanimously carried, the

Community Health Worker addendum and the Disease Investigation Specialist/Lead Program Coordinator job descriptions were approved.

VIII. GRANT REQUESTS

24-05 Discussion and Vote - Receive - Health CHW Safety PIN

Upon a motion by Ellen Reilander, Esq., being seconded by Michelle Migliore, OD and unanimously carried, permission to receive the Health CHW Safety PIN Grant was sent to the County Commissioners favorably.

24-06 Discussion and Vote - Apply - Health PHEP

Upon a motion by Ellen Reilander, Esq., being seconded by Robert Hays, MD and unanimously carried, permission to apply for the Health PHEP grant sent to the County Commissioners favorably.

IX. OLD BUSINESS

There was no old business to discuss.

X. PUBLIC COMMENT (3 Minute Limit)

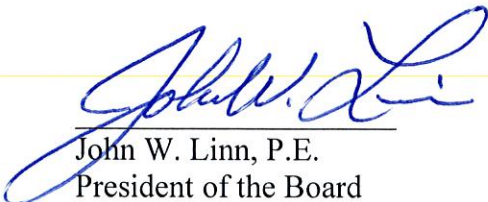
Cynthia Heckman-Davis residing in Walkerton, IN spoke about gun safety, and the Health First Indiana presentations held in December.


XI. TIME AND PLACE OF NEXT REGULAR MEETING

February 21, 2024 – 4:30 p.m. 4th Floor Council Chambers.

XII. ADJOURNMENT

Upon a motion by Ellen Reilander, Esq. being seconded by Robert Hays, M.D., and unanimously carried, the regular meeting of the St. Joseph County, Indiana Board of Health was adjourned at 5:35 p.m.


John W. Linn, P.E.
President of the Board


Diana Purushotham, MD
Secretary of the Board