

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

**April 19, 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 & ROLL CALL**

**II. ADOPTION OF THE AGENDA**

It is recommended the Board of Health members adopt the agenda for the April 19, 2023.

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

**III. APPROVAL OF THE MINUTES**

It is recommended the Board of Health members approve the minutes of March 15, 2023.

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

**IV. BOARD PRESIDENT ANNOUNCEMENTS:**

23-19 Introduction of Joseph H. Cerbin, MD, Interim Health Officer

23-20 Board Member decorum.

23-21 Board Members engaging with media entities

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

23-22 Discussion and Vote on March 2023 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

**VI. NEW BUSINESS:**

23-23 Consider changing the date and time of the May 2023 Regular Meeting from May 17<sup>th</sup> to May 24<sup>th</sup>

23-24 Review Nurse's Salaries – Consider adjustments for inconsistencies.

23-25 Update from Personnel Committee

23-26 Update from Finance Committee

VII. GRANT REQUESTS:

- 23-27 Discussion and vote on having the finance committee review all grant applications and award receipts and make recommendations to the full Board
- 23-28 ND National Science Foundation - Apply as subawardee
- 23-29 NACCHO ACEs - Receive
- 23-30 LHD RFP9 Announcement - Apply and Receive

VIII. OLD BUSINESS:

- 23-17 Discussion regarding allowing the use of Res. 01-2021 (meeting electronically) for special meetings only

IX. BOARD NOTIFICATIONS:

1. **Hirings:** Delores Williams, Registered Medical Assistant – 03/20/23  
Katey Myers, Environmental Health Specialist – 03/27/23
2. **Resignations:** None
3. **Retirements:** Robert M. Einterz MD, Health Officer – 03/31/23
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.

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 a person's statement if the statement becomes personally directed, abusive, obscene, or inflammatory.

XI. TIME AND PLACE OF NEXT REGULAR MEETING:

May 17, 2023 – 4:30 p.m. St. Joseph County Department of Health Boardroom.

XII. ADJOURNMENT

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.