

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

Regular Meeting

MINUTES

May 21, 2025
4:30 p.m.

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

Members Present:

John Linn, P.E., Chair
Kristin Vincent, CNM
Ellen Reilander, Esq.
Jill Kaps VanBruaene
Robert Hays, MD
Michael A. Harding, EdD

Members Absent:

Elizabeth Lindenman, MD, Vice Chair
Vacant Position
Vacant Position

Others Present:

Michelle Migliore, D.O.
Amy Ruppe
Michael Wruble
Jennifer S. Parcell
Mark Espich
Breezy McCall
Carolyn Smith
Renata Williams

Erica Tijerina
Brett Davis
Jenna Rose
Matt Gotsch
Ashley Helman, RN
Diana Purushotham, MD - Zoom
Marcellus Lebbin, Esq. – Counsel

I. CALL TO ORDER & ROLL CALL

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

II. ADOPTION OF THE AGENDA

- A. It is recommended the Board of Health members adopt the agenda for May 21, 2025.

Upon a motion by Ellen Reilander, Esq., being seconded
by Robert Hays, MD and unanimously carried,
the agenda for May 21, 2025, was adopted.

III. APPROVAL OF MINUTES

- A. It is recommended the Board of Health members approve the minutes of the regular meeting of April 16, 2025.

Ellen Reilander, Esq., had one correction, succession on page 3 should be cessation.

Upon a motion by Robert Hays, MD being seconded by Jill Kaps VanBruaene, and unanimously carried, the minutes of the April 16, 2025, meeting of the Board of Health were approved as amended.

IV. BOARD PRESIDENT ANNOUNCEMENTS

John Linn stated the board is wrestling with budget issues. It is an unfortunate distraction, but we move forward. We have a great crew.

V. HEALTH OFFICER PRESENTATION and REPORT

25-18 Discussion and Vote – Health Officer’s Report (April)

Communications and Events

Community Access, Resources, and Education (C.A.R.E.)

Community Partnerships and Development / Health First Indiana (HFI)

Environmental Health

Finance

Food Services

Lead Report

Nursing – Immunizations, Mobile Clinic & Public Health Nursing

Vital Records

Ellen Reilander, Esq. asked some questions about the lead risk assessments that are happening in daycare centers.

John Linn stated we are not certifying that they are lead free.

Breezy McCall, Assistant Director of Environmental Health stated that we are testing to let them know if they are lead safe and if any lead hazards are present.

Ashley Helman, Director of Nursing, we work with IU School of Medicine and the ones tested are medical students that are in rotation to make sure they are TB free.

Upon a motion by Ellen Reilander, Esq., being seconded by Robert Hays, MD, and unanimously carried, the Health Officer’s Report was approved as presented.

VI. NEW BUSINESS

25-19 Discussion and vote on 2025 Budget – County Health Fund

Amy Ruppe, Director of Finance, this is just to move some staff members from the HFI Fund to the County Health Fund.

Upon a motion by Jill Kaps VanBrouaene, being seconded by Robert Hays, MD and unanimously carried, the 2025 County Health Fund Budget was approved as presented.

25-20 Discussion and vote on 2026 Budgets – County Health, Local Public Health Services, School Liaison and Trust Fund

Amy Ruppe reviewed the 2026 County Health, Local Public Health Services, School Liaison and Trust Funds. We presented projections to the Personnel and Finance Committees the last couple of weeks and the Finance Committee has sent an approval recommendation to the full Board of Health.

Upon a motion by Jill Kaps VanBrouaene being seconded by Ellen Reilander, Esq., and unanimously carried, the 2026 County Health, Local Public Health Services, School Liaison and Trust Fund Budgets were approved as presented.

IX. GRANT REQUESTS

25-21 Discussion and Vote – Receive – 6000 Naloxone Kits

Renata Williams, Director of Community Access, Resources and Education, we were awarded the grant to receive up to 6,000 doses of Naloxone.

Upon a motion by Jill Kaps VanBrouaene, being seconded by Robert Hays, MD and unanimously carried, approval to receive 6000 Naloxone Kits were approved.

X. OLD BUSINESS

No Old Business to discuss.

XI. PUBLIC COMMENT (3 Minute Limit)

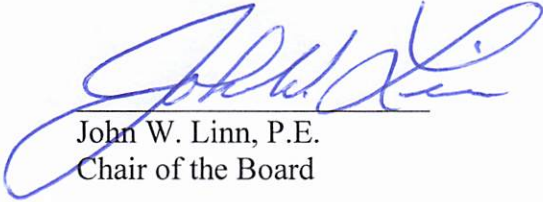
There was no public comment.

XII. TIME AND PLACE OF NEXT REGULAR MEETING

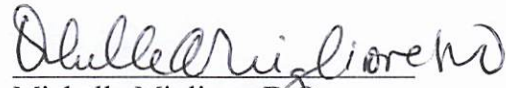
June 18, 2025 – 4:30 p.m. 4th Floor Council Chambers.

XIII. ADJOURNMENT

The St. Joseph County, Indiana Board of Health meeting was adjourned at 5:19 p.m.



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



Michelle Migliore, D.O.
Secretary of the Board