

MINUTES AND MEMORANDA  
ST. JOSEPH COUNTY BOARD OF HEALTH  
September 21, 2022  
Regular Meeting

Present at the Meeting:

Heidi Beidinger-Burnett, PhD, MPH	President
Ilana T. Kirsch, M.D., FACOG	Member
John Linn, P.E.	Member
Ellen Reilander, J.D.	Member
Theresa Cruthird, M.D.	Member
Michelle Migliore, D.O.	Member

Also Present at the Meeting:

Robert M. Einterz, M.D.	Health Officer
Mark D. Fox, MD, PhD, MPH	Deputy Health Officer
Jennifer S. Parcell	Executive Administrative Asst.
Amy Ruppe	Administrator
Robin Vida	Director - HOPE
Cassy White	Director – HEED
Brett Davis	Assistant Director of Environmental Health
Jodie Pairitz	Director of Nursing
Carolyn Smith	Food Services Director
Ericka Tijerina	Vital Records Director
Harry Gilbride	Emergency Preparedness Coordinator
Marcellus Lebbin, J.D.	Department of Health Attorney

**I. CALL TO ORDER, ROLL CALL, & NOMINATIONS**

Board President, Dr. Beidinger, called the September 21, 2022, regular Board of Health meeting to order at 4:30 p.m.

**II. ADOPTION OF THE AGENDA**

On motion made by Dr. Migliore, seconded by Mr. Linn, the agenda was put to the Board. The Agenda was unanimously approved.

**III. APPROVAL OF THE MINUTES**

On motion made by Dr. Migliore, seconded by Dr. Kirsch, and unanimously approved, the minutes for the August 17, 2022 regular meeting were put to the Board. The minutes were unanimously approved.

**IV. BOARD PRESIDENT ANNOUNCEMENTS**

There were no announcements.

**V. HEALTH OFFICER REPORT**

Dr. Einterz directed the Board to the written report. He then noted that monkeypox was trending in the right direction. Dr. Migliore asked about the number of vaccinations administered for monkeypox. Dr. Einterz responded that there were less than fifty (50) administered by the Department of Health, but other providers could have administered some.

Dr. Kirsch then asked about how COVID-19 information was gathered now that the State tracing program is no longer active. Dr. Fox stated that the numbers are reported by providers who treated individuals seeking care for COVID-19.

Attorney Reilander inquired about the Vital Records fee the Department of Health paid to the coroner’s office. Ms. Ruppe said that the fees are mandated by the State. Attorney Reilander then asked about Fifteen Thousand Dollars (\$15,000.00) in funds that were paid, and Ms. Ruppe responded that those were for translation services.

Attorney Reilander then asked what the target matrix was for impact of the community health workers. A discussion followed on social needs assessments, health cafes, door-to-door interactions, and other activities that compose the total impact of the community health workers. It was determined that the report to the CDC would be made available for anyone who wanted to review the numbers.

Mr. Linn stated he met with the South Bend Housing Authority, and that they had space in their program. Mr. Linn then asked why the St. Joseph County Homebuilders Association met with the Department of Health. A discussion was then held on the timeline, cost of septic inspections, and septic reviews in the County and what could be done to improve the adverse impact of all the septic systems and the timing of permits.

Mr. Linn then inquired as to the status of the budget. Dr. Einterz informed the Board that more details should be available for the next meeting, but it appears there are no issues.

## **VI. DEPUTY HEALTH OFFICER REPORT**

There was nothing to report.

## **VII. NEW BUSINESS**

Dr. Einterz presented an updated fee schedule for the Environmental, Foods and Pools Unit to the Board. Mr. Linn asked when fees were last raised, discussion followed. Dr. Migliore made a motion to approve the updated fee schedule as requested by Dr. Einterz, the motion was seconded by Dr. Cruthird, and the updated fee schedule requested by the Department of Health was unanimously approved.

The Nursing Unit gave a presentation. A discussion followed on the work the Unit is doing and the positive impact it is having. Mr. Linn asked about vaccination records, and a discussion followed on the different regulations controlling schools and healthcare providers.

## **VIII. OLD BUSINESS**

Dr. Beidinger turned the discussion to the issue of press releases and proposed policy. A discussion followed. A motion was made by Attorney Reilander, and seconded by Mr. Linn, to form a committee on how the interaction between the Board and Department of Health on press releases should be handled. Attorney Reilander, Mr. Linn, and Dr. Cruthird voted in favor of the motion. Dr. Beidinger, Dr. Migliore, and Dr. Kirsch voted against the motion. The motion failed to pass.

Dr. Cruthird then made a motion, seconded by Attorney Reilander, that controversial press releases are sent to the Board before they are issued. Attorney Reilander, Mr. Linn, and Dr. Cruthird voted in favor of the motion. Dr. Beidinger, Dr. Migliore, and Dr. Kirsch voted against the motion. The motion failed to pass.

Mr. Linn then made a motion, seconded by Dr. Cruthird, that controversial releases are given to the Board twenty-four (24) hours before they are issued, so that the Board can offer comments to the Department of Health. Attorney Reilander, Mr. Linn, and Dr. Cruthird voted in favor of the motion. Dr. Beidinger, Dr. Migliore, and Dr. Kirsch voted against the motion. The motion failed to pass.

## **IX. BOARD NOTIFICATIONS**

Personnel changes were noted.

**X. PUBLIC COMMENT**

There was no public comment.

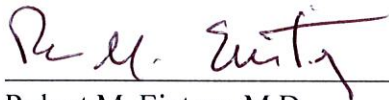
**XI. TIME AND PLACE OF NEXT REGULAR MEETING**

The next regular meeting of the St. Joseph County Board of Health is scheduled for Wednesday, October 19, 2022, at 4:30 p.m., at the County-City Building.

**XII. ADJOURNMENT**

This meeting was adjourned at 6:10 p.m.

ATTEST:



Robert M. Einterz, M.D.  
St. Joseph County Health Officer

Respectfully submitted,



Marcellus Lebbin, Esq.  
Health Department Attorney