

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

Regular Meeting

MINUTES

October 18, 2023,
4:30 p.m.

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

Members Present:

John Linn, P.E.
Michelle Migliore, D.O.
Elizabeth Lindenman, MD
Ellen Reilander, Esq.
Jill Kaps VanBrouaene

Members Absent:

Robert Hays, MD
Kristin Vincent, CNM

Also Present:

Diana Purushotham, MD
Amy Ruppe
Jennifer S. Parcell
Mark Espich
Carolyn Smith
Robin Vida
Renata Williams
Jodie Pairitz
Ericka Tijerina
Marcellus Lebbin, 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 October 18, 2023.

The following action was taken:

Upon a motion by s Ellen Reilander, Esq., being seconded by Jill Kaps VanBrouaene and unanimously carried, the agenda for October 18, 2023, was adopted as presented.

III. APPROVAL OF MINUTES

- A. It is recommended the Board of Health members approve the minutes of September 13, 2023.

After discussion of motions on County Code 51 the following action was taken:

Upon a motion by Jill Kaps VanBrouaene, being seconded by Michelle Migliore, D.O. and unanimously carried, the minutes of

September 13, 2023, regular meeting of the St. Joseph County Board of Health were approved.

- B. It is recommended the Board of Health members approve the minutes of the Special Meeting of October 3, 2023.

The following action was taken:

Upon a motion by Michelle Migliore, D.O., being seconded by Ellen Reilander, Esq., and unanimously carried, the minutes of October 3, 2023, special meeting of the St. Joseph County Board of Health were approved.

IV. BOARD PRESIDENT ANNOUNCEMENTS

There were no Board President Announcements.

V. HEALTH OFFICER PRESENTATION and REPORT

- 23-79 Discussion and Vote on September 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 -
Spotlight
Vital Records
Lead Report
Health First Indiana (HFI)

Robin Vida, Director of Health Outreach, Promotion and Education disbursed a proposed grant timeline to the members of the Board. She spoke about the Letter of Intent process for Health First Indiana Grant Applications.

Jodie Pairitz, Director of Nursing gave an overview of the Nursing Unit's activities, goals, and challenges.

VI. NEW BUSINESS

- 23-80 Discussion and Vote - Job Descriptions:
Director of Community Partnerships & Development

An amended Director of Community Partnerships & Development job description was disbursed to members of the Board of Health before the meeting began due to some minor edits.

Amy Ruppe, Administrator presented the Director of Community Partnerships & Development job description.

After discussion of the amended Director of Community Partnerships & Development job description, the following action was taken:

Upon a motion by Michelle Migliore, D.O., being seconded by Elizabeth Lindenman, MD, and unanimously carried, the job description for the Director of Community Partnerships & Development was approved, as amended.

23-81 Discussion and Vote - Budgets:
Health First Indiana – Fund 1161

Amy Ruppe, Administrator presented an amended Health First Indiana Budget. The budget is slightly different than what the finance committee had approved at their meeting. We included in this budget the position that was just approved, Director of Community Partnerships & Development as well as the benefits. \$973,000 will be used for community partner grants.

There was discussion of software and rebinding of books from the 1800's for Vital Records.

After discussion of the amended Health First Indiana Budget, the following action was taken:

Upon a motion by Michelle Migliore, D.O., being seconded by Jill Kaps VanBruaene, and unanimously carried, the job description for the Director of Community Partnerships & Development was approved, as amended.

VII. GRANT REQUESTS

There were no grant requests at this time.

VIII. OLD BUSINESS

There was no old business at this time.

IX. PUBLIC COMMENT (3 Minute Limit)

AMY DRAKE, DISTRICT B COUNCIL WOMAN, offices located at 227 W. Jefferson Boulevard, 4th Floor. Ms. Drake brought up an issue she has gotten a few phone calls about. Mosquito spraying, people are upset that it's happening

without much warning she was told that the warnings are on the website, she is asking if we could think of any better way to communicate because most people aren't going to go to the website and look. She asked if we could put together an email list or something like that. Another point she brought up was the grants that we were talking about. She loves the grants for Health First Indiana and thinks it would be a really good newspaper story and that would also get you more publicity and maybe touch somebody that would not have otherwise been involved in the process. Lastly, someone came up to her and said, "will some of the health first money go to more programs helping seniors"?

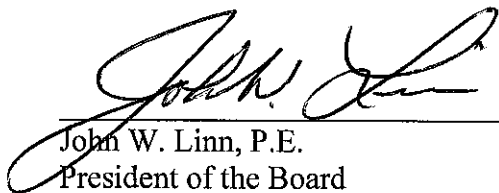
X. TIME AND PLACE OF NEXT REGULAR MEETING

November 15, 2023 – 4:30 p.m. – 8th Floor County City Building - Department of Health Boardroom.


XI. ADJOURNMENT

The following action was taken:

Upon a motion by Michelle Migliore, D.O., being seconded by Elizabeth Lindenman, MD, and unanimously carried, the regular meeting of the St. Joseph County, Indiana Board of Health was adjourned at 5:26 p.m.



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



Diana Purushotham, MD
Secretary of the Board