

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

Special Meeting

MINUTES

November 8, 2023,
4:30 p.m.

8th Floor Boardroom
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
Robert Hays, MD

Members Absent:

Kristin Vincent, CNM

Also Present:

Diana Purushotham, MD
Amy Ruppe
Jennifer S. Parcell
Mark Espich
Robin Vida
Renata Williams
Josiah Hartman
Brett Davis
Marcellus Lebbin, Counsel

I. CALL TO ORDER & ROLL CALL

A. The special 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 November 8, 2023.

The following action was taken:

Upon a motion by Michelle Migliore, D.O., being seconded by Robert Hays, MD and unanimously carried, the agenda for November 8, 2023, was adopted as presented.

III. NEW BUSINESS

23-82 Discussion and Vote – Department of Health Organizational Chart

Dr. Purushotham presented the organizational chart which will go into effect in January 2024. The major changes are the addition of Vector services to the Environmental Health Unit, additional of Director of Operations, Communication Events Specialist. HEED will change to Community Access, Resources and Education (CARE) and the deletion of the HOPE Unit.

After discussion the following action was taken:

Upon a motion by Michelle Migliore, D.O. being seconded by Ellen Reilander, Esq. the Department of Health Organizational Chart

was approved.

23-83 Discussion and Vote - Job Descriptions:

Director of Finance
Director of Operations
Communications/Events Specialist
Vector Coordinator
Vector/Environmental Health Specialist
Vector Specialist – Part Time

Ellen Reilander, Esq. had questions about the experience of the Vector Coordinator could state in the job description that two years relevant experience is preferred.

After discussion the following action was taken:

Upon a motion by Michelle Migliore, D.O. being seconded by Ellen Reilander, Esq. the Director of Finance; Director of Operations; Communications/Events Specialist; Vector Coordinator; Vector/Environmental Health Specialist; and Part Time Vector Specialist were approved.

23-84 Discussion and Vote – Budgets:

County Health Department – Fund 1159
Health First Indiana – Fund 1161
Health Local Health Services – Fund 9101
Health Trust Fund – 9111

Amy Ruppe, Administrator spoke about the budgets and stated that we are budget neutral. The Vector program would fall to Health First Indiana in 2025.

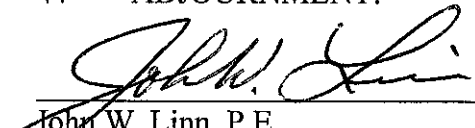
After discussion the following action was taken:

Upon a motion by Michelle Migliore, D.O. being seconded by Ellen Reilander, Esq. the County Health Departments – Fund 1159; Health First Indiana – Fund 1161; Health Local Health Services – Fund 9101; Health Trust Fund – 9111 were approved.

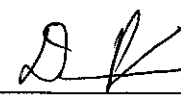
IV. TIME AND PLACE OF NEXT REGULAR MEETING:

November 15, 2023 – 4:30 p.m. – **8th Floor Department of Health Boardroom.**

V. ADJOURNMENT:



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



Diana Purushotham, MD
Secretary of the Board