

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

Regular Meeting

**MINUTES**

September 18, 2024,  
4:30 p.m.

4<sup>th</sup> floor Council Chambers  
County City Building, South Bend, IN

**Members Present:**

John Linn, P.E., President  
Michael A. Harding, EdD.  
Elizabeth Lindenman, MD, Vice President  
Ellen Reilander, Esq.  
Kristin Vincent, CNM

**Members Absent:**

Vacant Position  
Vacant Position  
Robert Hays, MD  
Jill Kaps VanBrouaene

**Also Present:**

Michelle Migliore, D.O.	Brett Davis
Diana Purushotham, MD - Zoom	Amy Ruppe
Michael Wruble	Jodie Pairitz, RN
Jennifer S. Parcell	Matt Gotsch
Ericka Tijerina	Briannah McCall
Alissa Balke	Ashley Helman, RN
Carolyn Smith	Marcellus Lebbin, Esq. - Counsel
Renata Williams	

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

A. The regular meeting of the St. Joseph County, Indiana Board of Health was called to order at 4:34 p.m.

**II. ADOPTION OF THE AGENDA**

A. It is recommended the Board of Health members adopt the agenda for September 18, 2024.

Upon a motion by Elizabeth Lindenman, MD being seconded by Ellen Reilander, Esq. and unanimously carried, the agenda for September 18, 2024, was adopted.

**APPROVAL OF MINUTES**

A. It is recommended the Board of Health members approve the minutes of the regular meeting of July 17, 2024.

Upon a motion by Ellen Reilander, Esq., being seconded by Elizabeth Lindenman, MD and carried, the minutes of the July 17,

2024 meeting of the Board of Health were approved. (Michael Harding EDD, abstained)

- B. It is recommended the Board of Health members approve the minutes of the regular meeting of August 21, 2024.

Upon a motion by, Ellen Reilander, Esq., being seconded by Elizabeth Lindenman, MD and unanimously carried, the minutes of the August 21, 2024, meeting of the Board of Health were approved, as amended.

### **III. BOARD PRESIDENT ANNOUNCEMENTS**

John Linn requests that all speakers speak into their microphones so that they are clearly heard by all.

### **IV. HEALTH OFFICER PRESENTATION and REPORT**

24-36 Discussion and Vote – Health Officer’s Report (August 2024)  
Communications and Events  
Community Access, Resources, and Education (CARE)  
Community Partnerships and Development / Health First Indiana (HFI)  
Environmental Health  
Finance  
Food Services  
Lead Report  
Nursing – Immunizations, Mobile Clinic & Public Health Nursing  
Vital Records

Dr. Migliore gave a quick update of the Department. We are in the middle of the 2025 HFI grant process. We had 45 very strong applicants. Finalists were notified September 17<sup>th</sup> and today, September 18 we notified those who were awarded in 2024. Environmental Health has a lead-based paint management training next Tuesday (September 24). Vital Records is working on going to a paperless counter, the Food Unit has had a very busy September with the Notre Dame Football game, Fusion Fest and September fest that was held at the 4-H fairgrounds, the Nursing Unit was busy with back-to-school immunizations, animal bites including 7 bat bites in one week. Our School Health Liaison had a conference for all school nurses in St. Joseph County which was very well attended. The Care Unit had an event in North Liberty and has begun the EMBER program.

Mr. Harding, EDD, asked if we would continue helping the schools and school nurses.

Dr. Migliore stated yes, our School Health Liaison has been working with the nurses and will continue to meet with them.

Ms. Reilander, Esq., asked how the donations provided for school nurses were going and what the biggest need is.

Ashley Helman, RN, School Health Liaison stated there has been a big response from the community. Menstrual products and pants are the biggest need right now. Pants are expensive so it is going to be a little bit more of an effort to get pants.

Ms. Reilander, Esq., asked where the individuals were coming from at the North Liberty event.

Alissa Balke, Assistant Director of CARE mentioned that most were local residents, we did have some from further away for immunizations. We would like to work with other towns around St. Joseph County for an event like this.

Mr. Linn asked what the Public Information and Education fund from the Health CHWs for COVID was used for?

Amy Ruppe, Director of Finance stated it was used for TRANSPO bus passes, fuel cards and personalized swag. Anything that would be handed out to the public.

NOTE: The Environmental Health Unit spotlight presentation is available in the meeting packet and audio posted on [www.sjcindiana.com/health](http://www.sjcindiana.com/health).

Briannah McCall, Assistant Director of Environmental Health explained the new Radon Program within the Environmental Health Unit. Radon is the leading cause of lung cancer among non-smokers. One out of four homes in St. Joseph County have high radon levels, biggest areas of concern are South side of South Bend, New Carlisle, and Walkerton. The Department of Health is supplying 500 test kits this year; 108 test kits have been given out this year already. The kits are available at seven Public Libraries. 2,500 test kits will be available in 2025.

Mr. Harding, EDd., asked what the predictions are determined on?

Ms. McCall stated that number is based on the average test results that the EPA has done.

Upon a motion by Elizabeth Lindenman, MD, being seconded by Ellen Reilander, Esq., and unanimously carried, the Health Officer's Report for August 2024 was approved as presented.

## **V. NEW BUSINESS**

### 24-37 Discussion and Vote - Department of Health Fee Schedule - Nursing Unit

Mr. Linn asked that this item be tabled until the October 16, 2024, meeting of the Board of Health.

Upon a motion by Elizabeth Lindenman, MD being seconded by Ellen Reilander, Esq., and unanimously

carried the Department of Health Fee Schedule – Nursing Unit is tabled until the October 16, 2024, meeting of the Board of Health.

**VI. GRANT REQUESTS**

24-38 Discussion and Vote – Apply and Receive - Health CHWs for COVID – CDC (No Cost Extension)

Renata Williams, Director of CARE, advised the board that the CDC allowed us to apply any funds not used during the grant period for an extension. The only caveat was we could not add new programs with the funds.

Upon a motion by Ellen Reilander, Esq., being seconded by Elizabeth Lindenman, MD, and unanimously carried the Health CHWs for COVID CDC (No Cost Extension) to apply and receive was approved.

**VII. OLD BUSINESS**

There was no old business.

**VIII. PUBLIC COMMENT (3 Minute Limit)**

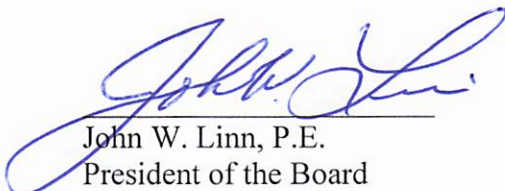
No one signed up for public comment.

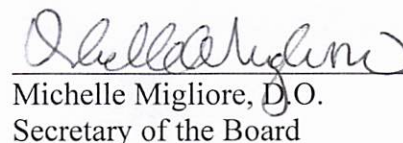
**IX. TIME AND PLACE OF NEXT REGULAR MEETING**

October 16, 2024 – 4:30 p.m. 4<sup>th</sup> Floor Council Chambers.

**X. ADJOURNMENT**

Upon a motion by Elizabeth Lindenman, MD, being seconded by Ellen Reilander, Esq. the regular meeting of the St. Joseph County, Indiana Board of Health was adjourned at 5:17 p.m.

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

  
Michelle Migliore, D.O.  
Secretary of the Board