



MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

An Accredited Local Public Health Department

www.mmdhd.org

CLINTON
Branch Office
1307 E. Townsend Rd.
St. Johns, MI 48879-9036
(989) 224-2195

GRATIOT
Branch Office
151 Commerce Drive
Ithaca, MI 48847-1627
(989) 875-3681

MONTCALM
Branch Office
615 N. State St., Ste. 1
Stanton, MI 48888-9702
(989) 831-5237

ADMINISTRATIVE OFFICES
615 N. State St. Ste. 2
Stanton, MI 48888-9702
(989) 831-5237

MARK W. (MARCUS) CHEATHAM
Health Officer

JENNIFER MORSE, MD
Medical Director



BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Sam Smith
Dwight Washington, Ph.D.

**BOARD OF HEALTH
FINANCE COMMITTEE MEETING**
at
Mid-Michigan District Health Department
Clinton County Branch Office
Saint Johns, Michigan

Wednesday, February 22, 2017
9:30 AM

AGENDA

*We take action to assure the health and well being of our community and the environment
by responding to public health needs and providing a broad spectrum
of prevention and educational services.*

COMMITTEE MEMBERS: George Bailey, Bruce DeLong, Tom Lindeman (Chair)

STAFF: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman,
Director of Administrative Services; and Cindy Partlo, Board Secretary

- A. Mid-Michigan District Health Department's (MMDHD) Expenses for January 21 through February 17, 2017- **Included.**
- B. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for January 2017 - **Handout.**
- C. MMDHD FY 17/18 Budget Development Schedule - **Handout.**
- D. Consideration to Purchase Singlewire InformaCast Software - **Included.**

*Your Public Health Team,
Connecting with our Communities to Achieve Healthier Outcomes.*

MONTHLY EXPENSES FOR
January 21, 2017 - February 17, 2017

<i>EV 1838</i>	\$ 212,948.45
----------------	---------------

<i>EV 1839</i>	<u>\$ 199,018.87</u>
----------------	----------------------

TOTAL	\$ 411,967.32
--------------	----------------------

Mid-Michigan District Health Department
615 North State Street, Suite 2
Stanton MI 48888
(989) 831-5237

CK#

EV 1838

2/3/2017

Payables

103102		
thru	Quantum Checks & Direct Deposits & Voids	\$ 71,218.69
103128		

Payroll

AFLAC Employee Deduction	\$ 375.49
MERS Employee Electronic Transfer	\$ 3,712.69
Chemical Bank Payroll-Ameriprise NBS	\$ 150.00
Chemical Bank Payroll-Nationwide	\$ 2,385.00
Chemical Bank Payroll-MERS 457	\$ 385.00
Chemical Bank Payroll Tax Electronic Transfer	
Federal	\$ 31,642.78
Direct Deposit Payroll	\$ 103,078.80

Bank Fees	\$ -
-----------	------

TOTAL	\$ 212,948.45
--------------	----------------------

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
165	02/03/17	KEL038 KELLENBERGER BETTY	100728	01/25/17	15259		\$ 57.54	\$ -	\$ 57.54
DIRECT DEPOSIT									
CHECK TOTALS:							\$ 57.54	\$ -	\$ 57.54
166	02/03/17	LIN033 LINDEMAN TOM	100729	01/25/17	15260		\$ 52.73	\$ -	\$ 52.73
DIRECT DEPOSIT									
CHECK TOTALS:							\$ 52.73	\$ -	\$ 52.73
103102	02/03/17	15OFF OFFICE DEPOT	894764921001	01/16/17	15245	094452-00	\$ 143.16	\$ -	\$ 143.16
COMPUTER CHECK									
CHECK TOTALS:							\$ 143.16	\$ -	\$ 143.16
103103	02/03/17	BCN035 BLUE CARE NETWORK	170130065253	01/13/17	15272		\$ 1,359.23	\$ -	\$ 1,359.23
COMPUTER CHECK									
CHECK TOTALS:							\$ 1,359.23	\$ -	\$ 1,359.23
103104	02/03/17	BLU008 BLUE CROSS BLUE SHIELD OF MICH	100733	01/08/17	15268		\$ 13,880.21	\$ -	\$ 13,880.21
COMPUTER CHECK									
CHECK TOTALS:							\$ 13,880.21	\$ -	\$ 13,880.21
CHECK TOTALS:							\$ 9,779.20	\$ -	\$ 9,779.20
CHECK TOTALS:							\$ 17,429.12	\$ -	\$ 17,429.12
CHECK TOTALS:							\$ 41,088.53	\$ -	\$ 41,088.53
103105	02/03/17	BLU034 BLUE CARE NETWORK	170130070030	01/13/17	15271		\$ 6,749.70	\$ -	\$ 6,749.70
COMPUTER CHECK									
CHECK TOTALS:							\$ 6,749.70	\$ -	\$ 6,749.70
103106	02/03/17	CAP095 CAPITAL AREA UNITED WAY	100736	02/01/17	15276		\$ 28.00	\$ -	\$ 28.00
COMPUTER CHECK									
CHECK TOTALS:							\$ 28.00	\$ -	\$ 28.00
103107	02/03/17	CDW016 CDW GOVERNMENT, INC.	GJK7549	12/21/16	15243	094439-00	\$ 3,559.09	\$ -	\$ 3,559.09
COMPUTER CHECK									
CHECK TOTALS:							\$ 3,559.09	\$ -	\$ 3,559.09
103108	02/03/17	CEN021 CENTRAL MI DIST HEALTH DEPT	100730	01/23/17	15261		\$ 5,478.35	\$ -	\$ 5,478.35
COMPUTER CHECK									
CHECK TOTALS:							\$ 5,478.35	\$ -	\$ 5,478.35

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103109	02/03/17	COV178 COVENANT MEDICAL CENTER	100725	01/04/17	15254		\$ 64.26	\$ -	\$ 64.26
COMPUTER CHECK									
			100726	01/04/17	15255		\$ 30.00	\$ -	\$ 30.00
			100727	01/04/17	15256		\$ 15.76	\$ -	\$ 15.76
CHECK TOTALS:							\$ 110.02	\$ -	\$ 110.02
103110	02/03/17	DEL007 DELTA DENTAL OF MICHIGAN	RIS00001356943	01/17/17	15273		\$ 4,241.19	\$ -	\$ 4,241.19
COMPUTER CHECK									
CHECK TOTALS:							\$ 4,241.19	\$ -	\$ 4,241.19
103111	02/03/17	HEA080 HEADSTART	17728	01/18/17	15252		\$ 15.00	\$ -	\$ 15.00
COMPUTER CHECK									
			17769	01/23/17	15251		\$ 40.00	\$ -	\$ 40.00
			17770	01/23/17	15250		\$ 40.00	\$ -	\$ 40.00
CHECK TOTALS:							\$ 95.00	\$ -	\$ 95.00
103112	02/03/17	LIN061 LINCOLN FINANCIAL GROUP	100732	01/17/17	15267		\$ 1,488.05	\$ -	\$ 1,488.05
COMPUTER CHECK									
CHECK TOTALS:							\$ 1,488.05	\$ -	\$ 1,488.05
103113	02/03/17	LIT005 LITWILLERS TRACY & KATHY	007463	12/21/16	15253		\$ 153.75	\$ -	\$ 153.75
COMPUTER CHECK									
CHECK TOTALS:							\$ 153.75	\$ -	\$ 153.75
103114	02/03/17	MCK032 MCKESSON MEDICAL	92506910	01/12/17	15236	094441-00	\$ 55.11	\$ -	\$ 55.11
COMPUTER CHECK									
CHECK TOTALS:							\$ 55.11	\$ -	\$ 55.11
103115	02/03/17	MIC006 MICHIGAN DEPT OF AGRICULTURE	791-67664	12/22/16	15264		\$ 419.00	\$ -	\$ 419.00
COMPUTER CHECK									
CHECK TOTALS:							\$ 419.00	\$ -	\$ 419.00
103116	02/03/17	MON029 MONTCALM ALLIANCE	108	01/18/17	15248		\$ 500.00	\$ -	\$ 500.00
COMPUTER CHECK									
CHECK TOTALS:							\$ 500.00	\$ -	\$ 500.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103117	02/03/17	NAT016 NRFSP	G1612310558	12/31/16	15266		\$ 525.00	\$ -	\$ 525.00
		COMPUTER CHECK			FOOD TRAINING KITS MBO/CBO				
			CHECK TOTALS:				\$ 525.00	\$ -	\$ 525.00
103118	02/03/17	OFF001 OFFICEMAX INCORPORATED	730734	12/05/16	15237	094415-00	\$ 50.78	\$ -	\$ 50.78
		COMPUTER CHECK			OXFORD FOLDERS				
			CHECK TOTALS:				\$ 50.78	\$ -	\$ 50.78
103119	02/03/17	OPT016 OPTUM	37484949	01/09/17	15257		\$ 224.80	\$ -	\$ 224.80
		COMPUTER CHECK			DECEMBER EDI CLAIMS				
			CHECK TOTALS:				\$ 224.80	\$ -	\$ 224.80
103120	02/03/17	PER009 PERSPECTIVE ENTERPRISES	51369	01/20/17	15244	094453-00	\$ 439.00	\$ -	\$ 439.00
		COMPUTER CHECK			DIGITAL SCALE,ADAPTER, CASE				
			CHECK TOTALS:				\$ 439.00	\$ -	\$ 439.00
103121	02/03/17	SHA199 SHAFFER AMANDA	100731	01/19/17	15265		\$ 82.50	\$ -	\$ 82.50
		COMPUTER CHECK			1/9-13 CSHCS PARENT LIASON				
			CHECK TOTALS:				\$ 82.50	\$ -	\$ 82.50
103122	02/03/17	SHR011 SHRED-IT USA LLC	8121551166	01/07/17	15263		\$ 101.93	\$ -	\$ 101.93
		COMPUTER CHECK			STANTON SHREDDING				
			8121557710	01/15/17	15262		\$ 95.04	\$ -	\$ 95.04
					ST JOHNS SHREDDING				
			CHECK TOTALS:				\$ 196.97	\$ -	\$ 196.97
103123	02/03/17	STA043 STATE OF MICHIGAN-DEQ	1075	01/27/17	15274		\$ 25.00	\$ -	\$ 25.00
		COMPUTER CHECK			CHOLEY MOREY TRAINING				
			CHECK TOTALS:				\$ 25.00	\$ -	\$ 25.00
103124	02/03/17	UNI001 UNITED WAY OF MONTCALM CO	100736	02/01/17	15278		\$ 144.00	\$ -	\$ 144.00
		COMPUTER CHECK			2/3/17 EMPLOYEE DONATION				
			CHECK TOTALS:				\$ 144.00	\$ -	\$ 144.00
103125	02/03/17	UNI009 UNITED WAY OF GRATIOT CO	100736	02/01/17	15277		\$ 87.00	\$ -	\$ 87.00
		COMPUTER CHECK			2/3/17 EMPLOYEE DONATION				
			CHECK TOTALS:				\$ 87.00	\$ -	\$ 87.00
103126	02/03/17	UPS002 UNITED PARCEL SERVICE	423867027	01/14/17	15249		\$ 14.05	\$ -	\$ 14.05
		COMPUTER CHECK			FOOD TEST KITS MAILED				
			CHECK TOTALS:				\$ 14.05	\$ -	\$ 14.05

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103127	02/03/17	VER004 VERIZON	9779107724	01/21/17	15275		\$ 1,237.66	\$ -	\$ 1,237.66
			12/22-1/21 MOBILE BROADBAND						
COMPUTER CHECK									
			CHECK TOTALS:				\$ 1,237.66	\$ -	\$ 1,237.66
103128	02/03/17	WINN73 WINN TELECOM	2069535	01/15/17	15247		\$ 2,613.48	\$ -	\$ 2,613.48
			12/13-1/10 LOCAL/LONG DISTANCE						
COMPUTER CHECK									
			CHECK TOTALS:				\$ 2,613.48	\$ -	\$ 2,613.48
			BANK CODE TOTALS:				\$ 71,218.69	\$ -	\$ 71,218.69
27 COMPUTER CHECKS									
0 MANUAL PAYMENT CHECKS									
0 VOID CHECKS - TRX									
0 VOID CHECKS - STUBS									
0 VOID CHECKS - ERROR									
0 VOID CHECKS - FORM ALIGNMENT									
2 DIRECT DEPOSITS									
29 CHECKS TOTAL									
			COMPANY TOTALS:				\$ 71,218.69	\$ -	\$ 71,218.69

**Mid-Michigan District Health Department
615 North State Street, Suite 2
Stanton MI 48888
(989) 831-5237**

CK#	EV 1839	2/17/2017
------------	----------------	------------------

Payables

103129 thru 103168	Quantum Checks & Direct Deposits & Voids	\$26,087.07
--------------------------	--	-------------

Payroll

AFLAC Employee Deduction	\$375.49
MERS Employee Electronic Transfer	\$3,715.61
Chemical Bank Payroll-Ameriprise NBS	\$165.00
Chemical Bank Payroll-Nationwide	\$2,435.00
Chemical Bank Payroll-MERS 457	\$385.00
Chemical Bank Payroll Tax Electronic Transfer	
Federal	\$32,274.86
State	\$9,516.71
MERS Employer Electronic Transfer	\$21,159.71
Direct Deposit Payroll	\$102,833.75

Bank Fees

Chemical E-Banking fee	17-Jan	\$74.87
Chemical Bank Interest	17-Jan	<u>(\$4.20)</u>

TOTAL	\$199,018.87
--------------	---------------------

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103129	02/17/17	CAP095 CAPITAL AREA UNITED WAY	100746	02/14/17	15339		\$ 28.00	\$ -	\$ 28.00
		COMPUTER CHECK		2/17/17	EMPLOYEE DONATION				
			CHECK TOTALS:				\$ 28.00	\$ -	\$ 28.00
103130	02/17/17	CDW016 CDW GOVERNMENT, INC.	GPH6884	01/18/17	15281	094455-00	\$ 104.22	\$ -	\$ 104.22
		COMPUTER CHECK			ADOBE ACROBAT				
			GPP7699	02/09/17	15301	094446-00	\$ 110.85	\$ -	\$ 110.85
					WIRELESS MOUSE				
			GPQ9929	01/20/17	15279	094446-00	\$ 423.58	\$ -	\$ 423.58
					SIGNATURE PAD				
			CHECK TOTALS:				\$ 638.65	\$ -	\$ 638.65
103131	02/17/17	CLI092 CLINTON COUNTY ADMIN/ACCT	AC-2017-004	02/01/17	15333		\$ 1,966.67	\$ -	\$ 1,966.67
		COMPUTER CHECK			MARCH 2017 DENTAL RENT				
			CHECK TOTALS:				\$ 1,966.67	\$ -	\$ 1,966.67
103132	02/17/17	COH003 COHL, STOKER & TOSKEY	47144	02/03/17	15316		\$ 228.00	\$ -	\$ 228.00
		COMPUTER CHECK			EH LEGAL				
			CHECK TOTALS:				\$ 228.00	\$ -	\$ 228.00
103133	02/17/17	CON117 CONTEMPORARY FORMS	1063	01/12/17	15336		\$ 495.00	\$ -	\$ 495.00
		COMPUTER CHECK			EFAW CONTRACEPTIVE TRAINING				
			CHECK TOTALS:				\$ 495.00	\$ -	\$ 495.00
103134	02/17/17	COU009 COUNTRYSIDE PHARMACY	4339	01/24/17	15322		\$ 25.59	\$ -	\$ 25.59
		COMPUTER CHECK			RX 1725514, 1725517				
			CHECK TOTALS:				\$ 25.59	\$ -	\$ 25.59
103135	02/17/17	CRY023 CASAIR-CRYSTAL AUTO SYSTEM	329654	02/01/17	15321		\$ 800.00	\$ -	\$ 800.00
		COMPUTER CHECK			FEB 2017 FIBER/LIST SERV				
			CHECK TOTALS:				\$ 800.00	\$ -	\$ 800.00
103136	02/17/17	CUS199 CUSTOM EMBROIDERY PLUS	26420	01/24/17	15317		\$ 163.00	\$ -	\$ 163.00
		COMPUTER CHECK			DRUG FREE TSHIRTS				
			CHECK TOTALS:				\$ 163.00	\$ -	\$ 163.00
103137	02/17/17	GRE086 GREENVILLE COMMUNITY CHURCH	100743	02/14/17	15328		\$ 175.00	\$ -	\$ 175.00
		COMPUTER CHECK			FEBRUARY 2017 CLINIC RENT				
			CHECK TOTALS:				\$ 175.00	\$ -	\$ 175.00
103138	02/17/17	GSK052 GLAXO SMITH KLINE	33778030	01/19/17	15282	094449-00	\$ 605.31	\$ -	\$ 605.31
		COMPUTER CHECK			BEXERO VACCINE				
			CHECK TOTALS:				\$ 605.31	\$ -	\$ 605.31

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103139	02/17/17	HOS101 HOSPITAL NETWORK HEALTHCARE	45387	01/31/17	15315		\$ 59.00	\$ -	\$ 59.00
		COMPUTER CHECK			STJOHNS WASTE PICKUP				
			CHECK TOTALS:				\$ 59.00	\$ -	\$ 59.00
103140	02/17/17	INAS28 IN A SNAP PHOTOBOOTH	591	02/01/17	15320		\$ 250.00	\$ -	\$ 250.00
		COMPUTER CHECK			MAY 6 PHOTO BOOTH/CSHCS GRANT				
			CHECK TOTALS:				\$ 250.00	\$ -	\$ 250.00
103141	02/17/17	INSP25 INSPIRATION STUDIO DESIGN	1295	01/18/17	15325		\$ 449.15	\$ -	\$ 449.15
		COMPUTER CHECK			FULL COLOR BROCHURES				
			CHECK TOTALS:				\$ 449.15	\$ -	\$ 449.15
103142	02/17/17	MAL033 MALEHA	100742	01/31/17	15324		\$ 20.00	\$ -	\$ 20.00
		COMPUTER CHECK			LONNIE SMITH 2017 MEMBERSHIP				
			CHECK TOTALS:				\$ 20.00	\$ -	\$ 20.00
103143	02/17/17	MCK032 MCKESSON MEDICAL	92833498	01/18/17	15288	094447-00	\$ 181.44	\$ -	\$ 181.44
		COMPUTER CHECK			GAUZE PADS				
			92840143	01/18/17	15289	094447-00	\$ 1,795.19	\$ -	\$ 1,795.19
					SHARPS CONTAINER,GLOVES				
			92845208	01/18/17	15286	094447-00	\$ 132.18	\$ -	\$ 132.18
					MADACIDE				
			92846298	01/18/17	15287	094447-00	\$ 58.24	\$ -	\$ 58.24
					CLEANER LYSOL				
			93490824	01/30/17	15298	094460-00	\$ 454.47	\$ -	\$ 454.47
					QUANTIFY URINE CONTROLS				
			CHECK TOTALS:				\$ 2,621.52	\$ -	\$ 2,621.52
103144	02/17/17	MED144 MEDIBADGE	734865	01/31/17	15297	094456-00	\$ 124.75	\$ -	\$ 124.75
		COMPUTER CHECK			STICKERS				
			734868	01/31/17	15290	094457-00	\$ 120.77	\$ -	\$ 120.77
					STICKERS				
			CHECK TOTALS:				\$ 245.52	\$ -	\$ 245.52
103145	02/17/17	MER016 MERCK & CO INC	7009789226	01/19/17	15283	094450-00	\$ 339.24	\$ -	\$ 339.24
		COMPUTER CHECK			VAQTA VACCINE				
			CHECK TOTALS:				\$ 339.24	\$ -	\$ 339.24
103146	02/17/17	MIC006 MICHIGAN DEPT OF AGRICULTURE	791-67886	01/23/17	15327		\$ 492.00	\$ -	\$ 492.00
		COMPUTER CHECK			DISTRICT WIDE FOOD FEES				
			CHECK TOTALS:				\$ 492.00	\$ -	\$ 492.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103147	02/17/17	MIC007 MICHIGAN PUBLIC HEALTH INST	40671	01/19/17	15332		\$ 130.00	\$ -	\$ 130.00
		COMPUTER CHECK				TABOR/CURRIE MIHP 5/9/17 TRAINING			
			CHECK TOTALS:				\$ 130.00	\$ -	\$ 130.00
103148	02/17/17	MNA004 MICHIGAN NURSES ASSOCIATION	100746	02/14/17	15338		\$ 552.50	\$ -	\$ 552.50
		COMPUTER CHECK				FEBRUARY DUES			
			CHECK TOTALS:				\$ 552.50	\$ -	\$ 552.50
103149	02/17/17	MON183 MONTCALM CO CONTROLLER	100744	01/31/17	15329		\$ 12.20	\$ -	\$ 12.20
		COMPUTER CHECK				JANUARY 2017 SOLID WASTE			
			CHECK TOTALS:				\$ 12.20	\$ -	\$ 12.20
103150	02/17/17	MOO092 MOORE MEDICAL, LLC	831894961	01/10/17	15284		\$ 56.95	\$ -	\$ 56.95
		COMPUTER CHECK				CONCENTRATION MASK			
			CHECK TOTALS:				\$ 56.95	\$ -	\$ 56.95
103151	02/17/17	MOS084 MOS/MICHIGAN OFFICE SOLUTION	IN819414	02/08/17	15302		\$ 362.48	\$ -	\$ 362.48
		COMPUTER CHECK				11/7-2/6/17 CONTRACT OVERAGE			
			CHECK TOTALS:				\$ 362.48	\$ -	\$ 362.48
103152	02/17/17	OFF001 OFFICEMAX INCORPORATED	853245	12/19/16	15296	094434-00	\$ 210.04	\$ -	\$ 210.04
		COMPUTER CHECK				ENVELOPES,INK, LABELS			
			CHECK TOTALS:				\$ 210.04	\$ -	\$ 210.04
103153	02/17/17	OPT016 OPTUM	37484540	12/15/16	15326		\$ 25.20	\$ -	\$ 25.20
		COMPUTER CHECK				NOV 2016 EDI CLAIMS			
			CHECK TOTALS:				\$ 25.20	\$ -	\$ 25.20
103154	02/17/17	PLE041 PLEASANT GRAPHICS INC	30205	02/06/17	15300	094459-00	\$ 90.00	\$ -	\$ 90.00
		COMPUTER CHECK				RX PADS			
			CHECK TOTALS:				\$ 90.00	\$ -	\$ 90.00
103155	02/17/17	QUI003 QUILL CORPORATION	4114606	02/03/17	15299	094463-00	\$ 295.92	\$ -	\$ 295.92
		COMPUTER CHECK				INK CARTRIDGES			
			CHECK TOTALS:				\$ 295.92	\$ -	\$ 295.92
103156	02/17/17	SHA199 SHAFFER AMANDA	100741	01/31/17	15323		\$ 120.00	\$ -	\$ 120.00
		COMPUTER CHECK				1/19-1/27 CSHCS PARENT LIASON			
			CHECK TOTALS:				\$ 120.00	\$ -	\$ 120.00
103157	02/17/17	STA008 STATE OF MICHIGAN-MDCH	4002012017	02/01/17	15313		\$ 154.16	\$ -	\$ 154.16
		COMPUTER CHECK				LABS			
			MID0502012017	02/01/17	15312		\$ 35.34	\$ -	\$ 35.34
			LABS						

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103157	02/17/17	STA008 STATE OF MICHIGAN-MDCH	MID0512052016	12/05/16	15314		\$ 70.68	\$ -	\$ 70.68
			LABS						
			CHECK TOTALS:				\$ 260.18	\$ -	\$ 260.18
103158	02/17/17	STA104 STATE OF MICHIGAN	1077	02/13/17	15335		\$ 50.00	\$ -	\$ 50.00
			STODDARD	3/20/17	TRAINING				
		COMPUTER CHECK							
			1078	02/13/17	15334		\$ 50.00	\$ -	\$ 50.00
			MIKESELL	3/20/17	TRAINING				
			CHECK TOTALS:				\$ 100.00	\$ -	\$ 100.00
103159	02/17/17	STA212 STAFFORD MEDIA SOLUTIONS	AMP01083389	01/31/17	15318		\$ 135.65	\$ -	\$ 135.65
			BOH		LEGAL NOTICE				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 135.65	\$ -	\$ 135.65
103160	02/17/17	TEA001 TEAMSTERS LOCAL 214	100746	02/14/17	15342		\$ 1,996.88	\$ -	\$ 1,996.88
			FEBRUARY		DUES				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 1,996.88	\$ -	\$ 1,996.88
103161	02/17/17	TEA031 TEAM FINANCIAL GROUP, INC	145436	02/09/17	15337		\$ 2,459.37	\$ -	\$ 2,459.37
			513018-A		MARCH LEASE CONTRACT				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 2,459.37	\$ -	\$ 2,459.37
103162	02/17/17	UNI001 UNITED WAY OF MONTCALM CO	100746	02/14/17	15341		\$ 144.00	\$ -	\$ 144.00
			2/17/17		EMPLOYEE DONATION				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 144.00	\$ -	\$ 144.00
103163	02/17/17	UNI009 UNITED WAY OF GRATIOT CO	100746	02/14/17	15340		\$ 87.00	\$ -	\$ 87.00
			2/17/17		EMPLOYEE DONATION				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 87.00	\$ -	\$ 87.00
103164	02/17/17	UPS002 UNITED PARCEL SERVICE	057	02/04/17	15331		\$ 13.95	\$ -	\$ 13.95
			POSTAGE		FOR PACKAGES				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 13.95	\$ -	\$ 13.95
103165	02/17/17	VAN024 VANGILLS LINDA	100745	02/14/17	15330		\$ 1,540.00	\$ -	\$ 1,540.00
			DEC/JAN		MD PROJECT				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 1,540.00	\$ -	\$ 1,540.00
103166	02/17/17	VER004 VERIZON	9779279788	01/23/17	15319		\$ 223.85	\$ -	\$ 223.85
			1/24-2/23		BROADBAND MOBILE				
		COMPUTER CHECK							
			CHECK TOTALS:				\$ 223.85	\$ -	\$ 223.85
103167	02/17/17	WRS015 WRS GROUP LTD	IN8508	12/19/16	15294	094419-00	\$ 203.00	\$ -	\$ 203.00
			CRAYONS						
		COMPUTER CHECK							

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103167	02/17/17	WRS015 WRS GROUP LTD	IN8540	12/20/16	15292	094419-00	\$ 686.00	\$ -	\$ 686.00
			MOOD PENCILS						
			IN8595	12/22/16	15293	094419-00	\$ 139.00	\$ -	\$ 139.00
			PROMO CLICK PENS						
			IN8625	12/23/16	15295	094419-00	\$ 367.00	\$ -	\$ 367.00
			BUSINESS CARD MAGNETS						
			IN9283	02/01/17	15291	094419-00	\$ 754.00	\$ -	\$ 754.00
			BANDAGE DISPENSERS						
			CHECK TOTALS:				\$ 2,149.00	\$ -	\$ 2,149.00
103168	02/17/17	FIR003 FIRST NATIONAL BANK OMAHA	100737	02/02/17	15303		\$ 22.72	\$ -	\$ 22.72
			PARKING/MEAL						
COMPUTER CHECK			100738	02/02/17	15304		\$ 4,127.33	\$ -	\$ 4,127.33
			DFRUG FREE CONFERENCE/HOTEL/FLIGHTS						
			100739	02/02/17	15310		\$ 32.29	\$ -	\$ 32.29
			LUNCH FOR 3						
			100740	02/02/17	15311		\$ 50.35	\$ -	\$ 50.35
			PAGER						
			100738-1	02/02/17	15305	094448-00	\$ 567.56	\$ -	\$ 567.56
			3 OXYGEN TANKS						
			100738-2	02/02/17	15306	094454-00	\$ 95.88	\$ -	\$ 95.88
			BREAST PUMP CAR CHARGERS						
			100738-3	02/02/17	15307	094461-00	\$ 271.35	\$ -	\$ 271.35
			SWIVEL GLIDER ROCKER						
			100738-4	02/02/17	15308	094458-00	\$ 81.42	\$ -	\$ 81.42
			OFFICE SWIVEL CHAIR						
			100738-5	02/02/17	15309	094462-00	\$ 271.35	\$ -	\$ 271.35
			SWIVEL GLIDER ROCKER						
			CHECK TOTALS:				\$ 5,520.25	\$ -	\$ 5,520.25
			BANK CODE TOTALS:				\$ 26,087.07	\$ -	\$ 26,087.07
40 COMPUTER CHECKS									
0 MANUAL PAYMENT CHECKS									
0 VOID CHECKS - TRX									
0 VOID CHECKS - STUBS									
0 VOID CHECKS - ERROR									
0 VOID CHECKS - FORM ALIGNMENT									
0 DIRECT DEPOSITS									
40 CHECKS TOTAL									
			COMPANY TOTALS:				\$ 26,087.07	\$ -	\$ 26,087.07



Account Number:
New Balance: \$5,414.89
Minimum Payment Due: \$108.00
Payment Due Date: March 1, 2017

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

\$.

Change of Address? If yes, please complete reverse side.

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
MELISSA BOWERMAN
615 N STATE ST STE 2
STANTON MI 48888-9702

57228
Q302



REC'D FEB 10 2017

0000000541489

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Page 001 of 001



Account Summary

Previous Balance \$3,686.16
Payments -\$3,686.16
Other Credits -\$15.89
Purchases +\$5,430.78
Balance Transfers +\$0.00
Cash Advances +\$0.00
Fees Charged +\$0.00
Interest Charged +\$0.00
New Balance \$5,414.89

Statement Closing Date 02/02/17
Days in Billing Cycle 30

Total Credit Limit \$10,000.00
Available Credit \$4,585.00
Cash Limit \$5,000.00
Available Cash \$4,585.00



Payment Information

New Balance \$5,414.89
Minimum Payment Due \$108.00
Past Due Amount \$0.00
Payment Due Date March 1, 2017

Manage your business expenses with convenient online access.



- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Login today to explore all the online possibilities!



Customer Service

Save Time and Stamps
by Paying Online!

Call: Toll Free 1-800-819-4249

(TDD Telecommunications Device for the Deaf: 1-800-925-2833)

Visit: www.firstnational.com

Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
1-04	1-05	24492157004894466807539 7	CADCA ALEXANDRIA VA 703-706-0560 VA	\$1,390.00
1-05	1-09	24431067006344900369418	AMERICAN AIR0017935093753 FORT WORTH TX	\$196.40
1-05	1-09	24431067006344900372628	AMERICAN AIR0017935107847 FORT WORTH TX	\$340.40
1-18	1-19	24435657019200699301955 1	AIRGASS NORTH 216-642-6600 OH	\$129.46
1-18	1-19	24435657019200699301963 1	AIRGASS NORTH 216-642-6600 OH	\$438.10
1-18	1-20	24610437019004028804703 7	ADOBE *ACROPRO SUBS 800-833-6687 CA	\$15.89
1-20	1-20	74418007020007020025240	ONLINE PAYMENT THANK YOU	\$3,686.16 (CR)
1-20	1-23	24692167020000629851235 7	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	\$95.88
1-20	1-23	24692167020000743967610 7	STAMPS.COM 855-608-2677 CA	\$51.47
1-20	1-23	24692167020000955649666 7	STAMPS.COM 855-608-2677 CA	\$89.97
1-23	1-25	74610437024004032817632 7	ADOBE *ACROPRO SUBS 800-833-6687 CA	\$15.89 (CR)
1-24	1-25	24692167024000104120417 1	GAYLORD NATIONAL F/D 866-435-7627 MD	\$872.34
1-24	1-25	24692167024000104124575 1	GAYLORD NATIONAL F/D 866-435-7627 MD	\$1,170.28
1-25	1-27	24445007026200108062872	MEIJER #303 Q01 IONIA MI	\$16.47
1-27	1-30	24692167027000875937566 7	Amazon.com AMZN.COM/BILL WA	\$271.35
1-28	1-30	24431067028083301548972 7	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA	\$81.42
2-01	2-02	24431067032083759657881 7	AMAZON.COM AMZN.COM/BILL AMZN.COM/BILL WA	\$271.35

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	\$5,107.89	30	\$0.00
Cash Advance	25.78% (v)	\$0.00	30	\$0.00

2017 Total Year-to-Date

Total fees charged in 2017 \$0.00
Total interest charged in 2017 \$0.00



Account Number:
New Balance: \$50.35
Minimum Payment Due: \$10.00
Payment Due Date: March 1, 2017

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

\$ REC'D FEB 10 2017

Change of Address? If yes, please
complete reverse side.

2253

MID MICHIGAN DIST HEALTH
MARCUS W CHEATHAM
615 N STATE ST
STANTON MI 48888-9702

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

57229

Q302



0000000005035

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Page 001 of 001



Account Summary

Previous Balance \$3.66
Payments -\$3.66
Other Credits -\$0.00
Purchases +\$50.35
Balance Transfers +\$0.00
Cash Advances +\$0.00
Fees Charged +\$0.00
Interest Charged +\$0.00
New Balance \$50.35

Statement Closing Date 02/02/17
Days in Billing Cycle 30

Total Credit Limit \$2,000.00
Available Credit \$1,949.00
Cash Limit \$400.00
Available Cash \$400.00



Payment Information

New Balance \$50.35
Minimum Payment Due \$10.00
Past Due Amount \$0.00
Payment Due Date March 1, 2017

Manage your business expenses with convenient
online access.



- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Login today to explore all the online possibilities!



Customer Service

Save Time and Stamps
by Paying Online!

Call: Toll Free 1-800-819-4249

(TDD Telecommunications Device for the Deaf: 1-800-925-2833)

Visit: www.firstnational.com

Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
1-12	1-13	24692167012000441771637 7	AMERICAN MESSAGING 888-247-7890 TX	\$50.35
1-20	1-20	74418007020007020025257	ONLINE PAYMENT THANK YOU	\$3.66 (CR)

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	\$39.06	30	\$0.00
Cash Advance	25.78% (v)	\$0.00	30	\$0.00

2017 Total Year-to-Date

Total fees charged in 2017 \$0.00
Total interest charged in 2017 \$0.00

Additional Information Regarding Your Account

An Easier Way to Pay Your Bills!

Tired of writing checks and spending money on stamps every time you pay a bill? Pay your recurring monthly bills automatically with your credit card! No hassle. No forgetting to send a payment for phone, internet, even utilities. And, no worries about your payment being lost or intercepted in the mail. It's quick and convenient. Start paying your monthly bills with your credit card today!



Account Number:
New Balance: \$22.72
Minimum Payment Due: \$10.00
Payment Due Date: March 1, 2017

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

\$.

Change of Address? If yes, please complete reverse side.

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
BOB GOVIN
615 N STATE ST APT 2
STANTON MI 48888-9702

57227
Q302



REC'D FEB 10 2017

0000000002272

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Page 001 of 001



Account Summary

Previous Balance \$1,260.00
Payments -\$1,260.00
Other Credits -\$0.00
Purchases +\$22.72
Balance Transfers +\$0.00
Cash Advances +\$0.00
Fees Charged +\$0.00
Interest Charged +\$0.00
New Balance \$22.72

Statement Closing Date 02/02/17
Days in Billing Cycle 30

Total Credit Limit \$2,000.00
Available Credit \$1,977.00
Cash Limit \$400.00
Available Cash \$400.00



Payment Information

New Balance \$22.72
Minimum Payment Due \$10.00
Past Due Amount \$0.00
Payment Due Date March 1, 2017

Manage your business expenses with convenient online access.



- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Login today to explore all the online possibilities!



Customer Service
Save Time and Stamps
by Paying Online!

Call: Toll Free 1-800-819-4249

(TDD Telecommunications Device for the Deaf: 1-800-925-2833)

Visit: www.firstnational.com

Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
1-17	1-19	24707807018080080189216	SOUTH GRAND RAMP LANSING MI	\$6.00
1-20	1-20	74418007020007020025232	ONLINE PAYMENT THANK YOU	\$1,260.00 (CR)
1-19	1-23	24122597020701451277732	GRAND TRAVERSE PIE- OKEMO OKEMOS MI	\$10.47
1-30	2-01	24072807031401013099787	ELLIS C & W LOT LANSING LANSING MI	\$6.25

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	\$687.84	30	\$0.00
Cash Advance	25.78% (v)	\$0.00	30	\$0.00

2017 Total Year-to-Date

Total fees charged in 2017 \$0.00
Total interest charged in 2017 \$0.00

Additional Information Regarding Your Account

An Easier Way to Pay Your Bills!

Tired of writing checks and spending money on stamps every time you pay a bill? Pay your recurring monthly bills automatically with your credit card! No hassle. No forgetting to send a payment for phone, internet, even utilities. And, no worries about your payment being lost or intercepted in the mail. It's quick and convenient. Start paying your monthly bills with your credit card today!



Account Number:
New Balance: \$32.29
Minimum Payment Due: \$10.00
Payment Due Date: March 1, 2017

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

\$

Change of Address? If yes, please
complete reverse side.

REC'D FEB 10 2017

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
ANDREA TABOR
615 N STATE ST
STANTON MI 48888-9702

57226
Q302



PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Page 001 of 001



Account Summary

Previous Balance \$25.12
Payments -\$25.12
Other Credits -\$0.00
Purchases +\$32.29
Balance Transfers +\$0.00
Cash Advances +\$0.00
Fees Charged +\$0.00
Interest Charged +\$0.00
New Balance \$32.29

Statement Closing Date 02/02/17
Days in Billing Cycle 30

Total Credit Limit \$2,000.00
Available Credit \$1,967.00
Cash Limit \$400.00
Available Cash \$400.00



Payment Information

New Balance \$32.29
Minimum Payment Due \$10.00
Past Due Amount \$0.00
Payment Due Date March 1, 2017

Manage your business expenses with convenient
online access.



- Make secure online payments
- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

Login today to explore all the online possibilities!



Customer Service

Save Time and Stamps
by Paying Online!

Call: Toll Free 1-800-819-4249

(TDD Telecommunications Device for the Deaf: 1-800-825-2833)

Visit: www.firstnational.com

Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818



Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
1-11	1-12	24013397011001553303553	LOS AZTECAS 2 MOUNT PLEASAN MI	\$32.29
1-20	1-20	74418007020007020025224	ONLINE PAYMENT THANK YOU	\$25.12 (CR)

Your Annual Percentage Rate (APR) is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	\$38.39	30	\$0.00
Cash Advance	25.78% (v)	\$0.00	30	\$0.00

2017 Total Year-to-Date

Total fees charged in 2017 \$0.00
Total interest charged in 2017 \$0.00

Additional Information Regarding Your Account

An Easier Way to Pay Your Bills!

Tired of writing checks and spending money on stamps every time you pay a bill? Pay your recurring monthly bills automatically with your credit card! No hassle. No forgetting to send a payment for phone, internet, even utilities. And, no worries about your payment being lost or intercepted in the mail. It's quick and convenient. Start paying your monthly bills with your credit card today!

**Mid-Michigan District Health Department
FY 17/18 Budget Development Schedule
February 22, 2017**

March 3 rd	Budget Meeting #1 – Review of initial budget draft
March 24 th	Budget Meeting #2 – 1 st revisions made
April 3 rd	Budget Meeting #3 – 2 nd revisions made. All final changes discussed and provided for final budget preparation.
April 18 th	Budget Meeting #4. Final budget review including all materials that will be sent to the Board of Health (Budget, Overview, Fee Schedule).
May 3 rd	Proposed budget materials mailed to Finance Committee and full Board of Health.
May 10 th	Board of Health Finance Committee consideration of FY 17/18 Budget.
May 17 th	Proposed FY 17/18 Budget and overview summary with any Finance Committee revisions mailed with full Board of Health May meeting packets.
May 24 th	Full Board of Health consideration and decisions regarding FY 17/18 Budget.



MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

An Accredited Local Public Health Department

www.mmdhd.org

CLINTON
Branch Office
1307 E. Townsend Rd.
St. Johns, MI 48879-9036
(989) 224-2195

GRATIOT
Branch Office
151 Commerce Drive
Ithaca, MI 48847-1627
(989) 875-3681

MONTCALM
Branch Office
615 N. State St., Ste. 1
Stanton, MI 48888-9702
(989) 831-5237

ADMINISTRATIVE OFFICES
615 N. State St. Ste. 2
Stanton, MI 48888-9702
(989) 831-5237

MARK W. (MARCUS) CHEATHAM
Health Officer

JENNIFER MORSE, MD
Medical Director



BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Sam Smith
Dwight Washington, Ph.D.

Board of Health Action Sheet

Date: February 22, 2017	Administrator: Melissa Bowerman Director of Administrative Services
Subject: Consideration to Purchase Singlewire InformaCast Software	<input type="checkbox"/> Information Only <input checked="" type="checkbox"/> Action Needed

I. Authority For This Action:

- ☒ Local Policy 185.0 Purchasing Procedure
☐ Law or Rule _____

II. Summary:

(Previous board action relating to this item? Background information and if any future action anticipated.)

In October 2015, the agency purchased the Cisco Collaboration Solutions system (phones and platform). When the system was up and running in January 2016, staff were unable to do overhead paging, as they were used to doing with the former phone system. Additionally, the agency lost its ability to announce fire and tornado drills. Currently, if the Mid-Michigan District Health Department (MMDHD) were to have an emergency we have no way to notify the individuals within and between buildings that an emergency situation is happening. Right now, we would have to yell down the hall or call each person individually to get the alert out. This process could pose a risk to our staff and clients during an emergency, and they have requested that we take action to address this problem.

Our Management Information Systems (MIS) staff began researching options that would integrate with our new communications system and also provide flexibility for emergency notifications district-wide inside the office as well as out in the field, paging, and the possibility of notifications to community partner agencies.

III. Strategic Objective, Health Issue, or other Need Addressed:

(What priority should be given in relation to goals? Include reason for recommending change in priorities and how the need will be introduced into planning process.)

Singlewire InformaCast would allow the MMDHD to not only bring back the ability to do overhead paging, but would also allow us to send alerts across multiple platforms, such as computer screens, desk phones, mobile phones, client waiting room televisions, social media, and many others. Alerts can be sent internally or externally across the district with a click of a button. Additionally, MMDHD would be able to

summon our first responders from the system when there is a client emergency, aiding and ensuring the safety of our patients.

MMDHD will not be using the professional installation services of CDW as our MIS staff is capable of installing the software themselves.

IV. Fiscal Impact and Cost:

(Immediate, ongoing, and future impact.)

The total cost of the project is listed below:

Quote		Cost
Quote 371246 for Singlewire InformaCast		\$3,055.54
3-Year Maintenance Agreement		\$2,333.00
Smart Hub		\$883.33
Subtotal:		\$6,271.87
Discount for purchasing 3-Year Agreement:		(750.00)
Total Cost:		\$5,521.87

Fifty percent of the project cost would be paid upon approval by the Board of Health (BOH), and the remaining balance would be due upon completion of the project. After the three-year period, the maintenance fee could be negotiated for a one-year or another three-year Agreement. No additional equipment or other charges would be due.

MMDHD is a member of Emergency Preparedness Regions 1 and 6. MMDHD requested funding assistance for this project from Region 6 and has been approved to receive partial funding of \$3,335.00 toward this purchase. The Montcalm County Emergency Services (MCES) would reimburse our agency \$3,335.00 of the cost once they receive their grant funding. The balance of \$2,186.87 could be paid for by using fund balance for technology.

V. Alternatives Considered:

(Scope of options reviewed. Reasons for rejecting alternatives.)

At the January Organizational Meeting, the BOH directed us to seek additional financial support from Region 1 (Clinton and Gratiot) which we did. Both responded that their grant funding for the current fiscal year is encumbered but encouraged us to ask for support for the Maintenance Agreement in the future.

Alternative systems were explored; however, Singlewire InformaCast was the most economical as it integrates with our current communications platform and provides the most value for the cost. There was a one-year option of Singlewire InformaCast presented to us as well; however, it was not cost effective.

VI. Recommendation:

(Advantages/benefits of proposal. Expected results. Possible problems or disadvantages of proposal. Effect of action on agency. Consequences of not approving recommendation or taking action.)

I recommend that the BOH authorize the purchase of the three-year option of Singlewire InformaCast software at a cost of \$5,521.87, with \$3,335.00 being reimbursed from the MCES and \$2,186.87 coming from the technology fund.

VII. Monitoring and Reporting Time Line:

(Evaluation method and timeline. Next report to the Board.)

The paging portion of the software will be installed immediately after receipt with the remainder of the software portions being phased in by April. The BOH will be kept informed on the progress of the new software.



PRICE QUOTE

200 N. Milwaukee Ave
Vernon Hills, IL 60061

Project: Singlewire Informacast - 3 year
Attention: Mario Lucchesi
Prepared for: Mid-michigan Dist. Health Dept
615 N State St Ste 2
Stanton, MI
48888-9702

QUOTE ID: 371246
Revision: 1
CUSTOMER ID: 3032614
QUOTE DATE: 01/26/2017
QUOTE EXPIRES: 02/27/2017
PAYMENT TERMS: Net 30 Days
FOB: Port of Origin

Sales Person: Brian Donovan
Phone: (616) 464-2701
Email: Brian.Donovan@cdw.com
ISR: Kate Robertson
Phone: (312) 705-9025
Email: kathmoo@cdw.com

Qty	Part Number	Description	Customer Price	Customer Extended Price
Singlewire				
2	IPTA-IC50	SINGLEWIRE INFORMACAST UNV ENDPT 50U	\$ 1,527.77	\$ 3,055.54
100	IPTA-M3Y-A	SINGLEWIRE 3Y MNT SUB P/ENDPT 50U	\$ 23.33	\$ 2,333.00
1	SS-ICMB1YR-250	SINGLEWIRE INFORMACAST MOB SMART SUB	\$ 883.33	\$ 883.33
			Sub Total: \$ 6,271.87	
Discount with a three year purchase				
1		Discount with a three year purchase	\$ -750.00	\$ -750.00
			Sub Total: \$ -750.00	
			Quote Total: \$ 5,521.87	