MID-MICHIGAN DISTRICT HEALTH DEPARTMENT
An Accredited Local Public Health Department
www.mmdhd.org

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MARK W. (MARCUS) CHEATHAM
Health Officer

JENNIFER MORSE, MD, MPH, FAAFP
Medical Director

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

BOARD OF HEALTH
REGULAR MEETING
At
Mid-Michigan District Health Department
Montcalm Administrative Offices
Stanton, Michigan

Wednesday, July 25, 2018

9:00 AM

AGENDA

We take action to protect, maintain, and improve the health of our community.

Pledge of Allegiance

A. AGENDA NOTES, REVIEW, AND REVISIONS:

1.

B. CONSENT ITEMS:

1. Meeting Minutes

   a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held June 11, 2018 – **Included**.

   b. Mid-Michigan District Board of Health Regular Meeting held June 27, 2018 – **Included**.

   c. Mid-Michigan District Board of Health Personnel Committee Meeting held July 16, 2018 – **Included**.

2. Communications

   a. Letter dated July 6, 2018 to Marcus Cheatham from Orlando Todd, MBA, Director, Office of Local Health Services, Michigan Department of Health and Human Services (MDHHS) regarding Notice of Award in the amount of $52,394 for the Cross-Jurisdictional Sharing Grant "Local Health Department Collaboration and Exploration of Shared Approach to Delivery Services" – **Included.**

b.

C. PUBLIC COMMENTS:

D. BRANCH OFFICE EMPLOYEES:

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

   a. MMDHD's Expenses for June 23 – July 20, 2018 – **Included**.

   b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for June 2018 – **Included**.

   c. Adding Signatory to Agency Bank Accounts – **Included.**

   d.

2. Personnel Committee – Betty Kellenberger, Chair

   a. Michigan Nurses Association (MNA) Contract Negotiations

3. Program Committee – Bruce DeLong, Chair

4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair

5. Well and Septic Stakeholders Committee – Marcus Cheatham

   a.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D. – **Included**.

1. Second-Hand Vape

2.

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D.

1. FY 17/18 Quarterly Service Report (QSR), Third Quarter (April 1-June 30, 2018) – **Included**.

2. Employee Survey Results – **Included.**

3. Grant Update – **Included.**

4.

H. OLD BUSINESS:

1. Update on Hepatitis A Outbreak Response – **Included.**

2. MMDHD Rebranding Update

3. Ithaca Sanitary Landfill Investigation

4. Agency Office Hours Proposal – **Included.**

5.

I. NEW BUSINESS:

1. Statewide PFAS Water Sampling Effort for Community Water Supplies and Schools – **Included.**

2. Montcalm County Resource Recovery Agreement – **Included.**

3.

4. Emerging Issues

   a.

J. LEGISLATIVE ACTION:

1.

K. INFORMATIONAL ITEMS: – **Included**.

1. Mid-Michigan District Board of Health Action Items, June 2018

2. Staffing Report

3.

L. RELATED NEWS ARTICLES AND LINKS:

1. MMDHD News Articles Available Online at: **http://mmdhd.org/?q=node/141**

2.

M. AGENCY NEWSLETTERS:

1.

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Board of Health Synopsis of Actions Needed

Item A. 1.	AGENDA NOTES, REVIEW, AND REVISIONS
Motion to approve the Agenda as amended.	
Item B. 1. & 2.	CONSENT ITEMS (MEETING MINUTES & COMMUNICATIONS)
Motion to accept and place on file Meeting Minutes B. 1. a. through c. Motion to accept and place on file Communications B. 2. a.	
Item E. 1. a.	EXPENSES FOR JUNE 23 THROUGH JULY 13, 2018
Motion to approve payment of the Mid-Michigan District Health Department's Expenses for June 23 through July 20, 2018, totaling $448,503.74.	
Item E. 1. b.	BALANCE SHEET, REVENUE AND EXPENDITURE REPORT
Motion to approve and place the Balance Sheet, Revenue and Expenditure Report for June 2018 on file.	
Item E. 1. c.	ADDING SIGNATORY TO AGENCY BANK ACCOUNTS
Motion to authorize Liz Braddock as a signatory on the agency's bank accounts effective immediately.	
Item F. 1.	MEDICAL DIRECTOR'S REPORT, SECOND-HAND VAPE
Motion to adopt the BOH Monthly Healthy Living Recommendation for August as proposed. Motion to accept and place the Medical Director's Report on file.	
Item I. 1.	AGENCY OFFICE HOURS PROPOSAL
Motion to approve the proposal to change the agency's office hours as presented.	
Item I. 2.	MONTCALM CO. RESOURCE RECOVERY SERVICES AGREEMENT
Motion to authorize B. DeLong to sign the Resource Recovery Services Agreement with Montcalm County for FY 18/19 as proposed.	

MICHIGAN ASSOCIATION FOR LOCAL PUBLIC HEALTH
(MALPH)
Board of Directors
Meeting Minutes
June 11, 2018

I. Call to Order

The meeting was called to order at TIME by Annette Mercatante, President.

II. Roll Call

A quorum was present.

Jurisdictions Represented: Allegan [Angelique Joynes], Bay [Joel Strasz], Benzie-Leelanau [Lisa Peacock], Berrien [Nicole Britten], Branch-Hillsdale-St. Joseph [Rebecca Burns], Calhoun [Eric Pessell], Central Michigan [Steve Hall], Chippewa [Karen Senkus], Delta-Menominee [Mike Snyder], Detroit [Tim Lawther], District 2 [Denise Bryan], District 4 [Denise Bryan], Grand Traverse [Wendy Hirschenberger], Huron [Ann Hepfer], Ingham [Linda Vail, Debbie Edokpolo], Jackson [Richard Thoune], Kalamazoo [Jim Rutherford], Kent [Adam London], Lapeer [Kathy Haskins], Lenawee [Martha Hall], Livingston [Dianne McCormick], Luce-Mackinaw-Alger-Schoolcraft [Nick Derusha], Macomb [Bill Ridella], Marquette [Jerry Messana], Midland [Fred Yanoski], Mid-Michigan [Marcus Cheatham, Dwight Washington], Monroe [Kim Comerzan], Muskegon [Kathy Moore], Northwest Michigan [Lisa Peacock], Ottawa [Lisa Stefanovsky], St. Clair [Annette Mercatante],Tuscola [Ann Hepfer], Wayne [Carol Austerberry],

Others Present: Health Education and Promotion Forum, [Julie Weisbrod], Physician's Forum, [Teresa Frankovich], MDARD, [Sean Dunleavy, Tim Slawinski], MDEQ, [Dana Debruyn, Ian Smith], MDHHS, [Steve Crider, Laura de la Rambelje, Mary MacQueen, Orlando Todd], PAA, [Ed Dore], Mark Miller

Staff: Meghan Swain, Jodie Shaver

III. Approve Agenda

Motion by M. Cheatham, support by R. Burns to approve the agenda. Motion carried.

IV. Approve Meeting Minutes

Motion by R. Burns, support by M. Cheatham to approve the May 14, 2018 minutes. Motion carried.

V. Reports of Officers/Staff/Forums

President

A. Mercatante reported on the work of the Public Health Advisory Council including prioritizing the 40 priority areas, using a "sticker" exercise. Preliminary results reflect a financial assessment of public health. The council is willing to review the organizational structure of public health including communications between departments. Dr. Eden Wells sent a letter on behalf of the council addressing concerns around poison control, fragmented

opioid surveillance and measurement, and statewide sanitary code. Additionally, she spoke to concerns on the proposed lead and copper rule and SBs 652, 653, and 654. She reported that the new, condensed version of Adverse Childhood Experiences (ACE) video is available and well done. She encouraged members to view the video, share it, and make the concept a part of your day-to-day work in working with vulnerable populations. She would like to see it as a future MALPH agenda item. It will be useful in terms of developing your community health plans, social determinants of health, race, and health equity through trauma-informed care. At the executive committee level, forum communication is being discussed again. She will request that the forum chairs and executive committee meet to discuss items/areas of interest including structural options.

Secretary/Treasurer
Due to an unexpected death in the accountant's family, she was unable to complete the April financial reports. The auditor is making notes and changes to the review/audit. Materials findings will need to be addressed.

Executive Director
M. Swain reported on outstanding legislation that she continues to monitor including:

- HB 5241 (pre-K dental) - MDHHS has recently said they are not supportive of the legislation.
- HB 5857 (lockable prescription vials - A press event was held in Kent County.
- HB 5752/5753 (statewide sanitary code) - There is a substitute that we are waiting to be shared.

She reported that the budget will be signed in the next week including a $4.75M to address emerging public health issues, specifically to address PFAS, vapor intrusion, and vector borne surveillance and disease control. Additionally, $4.5M for Essential Local Public Health Services. She also reported that prison kitchen inspections did remain in the Corrections budget; however, state department staff will be responsible for those inspections. Finally, she reported that the 2018 Michigan Premier Public Health Conference has an excellent agenda, and planning is on target including release of the registration brochure available the end of July/beginning of August.

Lobbyist
E. Dore reported on final budget numbers/policies for FY 2019. He stated that there are changes to Section 298 and cuts to autism funding. The MDHHS budget is $25B, with $4.5B coming from the general fund. There is a 2% increase in the general fund due to shifts in Medicaid/human services caseloads. The legislature is scheduled to come back in September. There is great concern about “lame duck” activities. Medicaid work requirements will be signed by the governor at some point; however, the state will need a waiver. Without a waiver, the Health Michigan Plan will cease to exist entirely. Sen. Mike Shirkey has reported that the legislature will fix it if the waiver is not approved. Another

priority package of bills includes "School Safety". They removed more controversial items and included metal detectors, resource officers, and schools to receive more money to address.

Forum Reports

Health education and promotion: J. Weisbrod reported that members received ACEs training. The May meeting was utilized for housekeeping items like revisions to the bylaws and forum goals. They are currently reviewing public health videos to populate the MALPH website as a resource.

Public health nursing: No report given at this time.

Environmental health: Vern Johnson reported through M. Swain that MALEHA is waiting for a draft substitute to HBs 5752 and 5753 from E. Pessell. MALEHA will be meeting with LARA regarding marijuana.

Public health finance and administration: No report given at this time.

Public health physicians: T. Frankovich referred members to the written report in the board packet to review. She reported that they are discussing Naloxone and issues with prescribing and local public health ending up in the middle of community actions. There are a lot of materials provided in Basecamp regarding prescribing Naloxone. MAPPP also approved three resolutions: opposing the legalization of marijuana, gun violence, and the Medicaid work requirement. She also discussed local public health's role in ACE.

Management information system: No Report given at this time.

VI. Linda Vail, MPA – Health Officer, ICHD – Opioid Class Action Suit

L. Vail reported that the City of Lansing and Ingham County, both, have filed a lawsuit regarding opioid issues, including manufacturers, distributors, and pharmaceutical companies. What is the cost if this issue is not addressed? What savings can be achieved? Medical examiner role, infectious disease transmission (Hepatitis A and C), incarceration, foster care, first responders, police, and Naloxone dispensing are just some examples. There are several law firms seeking municipalities to join in the class action lawsuit, and Weitz and Luxenberg seems to be the top firm for municipalities.

VII. MALPH 2018 CJS Senior Management Trainings – Mark Miller

M. Miller presented his plan for senior management trainings around the state. The training is for new or recently appointed public health leaders and emerging leaders within local health departments. He has done focus group work with health officers and forums to gather information and has worked with an advisory committee. Topics include Public Health 101 with state departments, finance/budget/contracts/grants overview, mentoring, public health law (quick overview), workplace safety, outbreak/crisis/emergency response,

media/community engagement/communication/advocacy, Public Health 3.0, and panel discussion with local experienced public health directors.

VIII. Reports from State Departments

Department of Agriculture and Rural Development (MDARD)

S. Dunleavy introduced Tim Slawinski as the new director of the food and dairy program. T. Slawinski introduced himself and his background including 6 years at MDARD and 12 years working in industry. Sandra Walker has retired, and her job posting is open for food program manager. Barb Coy is retiring in July, and they will be posting that position. He also reported that they have been working with LARA regarding marijuana, preparing for passage of recreational use. With regard to agriculture wells, they are discussing with the quality of life group and updating the rules.

Department of Environmental Quality (MDEQ)

Ian Smith was introduced as the Drinking Water and Municipal Assistance, Emerging Contaminants and Issues Coordinator. He is serving as the drinking water specialist for PFAS, assisting with the PFAS action program plan, and is a technical expert and liaison for PFAS and other emerging contaminants. The DWMAD PFAS group consists of George Krisztian, Assistant DWMAD Director, Ian Smith and Lois Graham. What happens if a NTNCWS school tests between 10-70 ppt? Notification of sample results is provided to the school water supply representative(s), and distributed to LHD, MDHHS, DEQ DWMAD District Office, and DEQ DWMAD noncommunity staff. Sampling results are posted to the MPART website within 5 days of this notification. P3 staff are starting to schedule evaluations to be conducted this summer and early fall. Please remind staff to be on the lookout for contact from DEQ to schedule field and office visits. Please respond as soon as possible so we can work within each HDs schedule.

Department of Health and Human Services (MDHHS)

O. Todd reported there is great progress on the Cross Jurisdictional Sharing projects. He is pleased with the work. The plan is to continue projects through FY 2019. He provided an update on Michigan's Hepatitis A outbreak. Public Health Law 2.0 will meet in Traverse City on June 28th. MALEHA has requested to participate on MPART (PFAS advisory committee). S. Crider presented information on the statewide PFAS testing of public water supplies and schools.

Bureau of Emergency and Trauma Preparedness

M. MacQueen reported a successful meeting with emergency preparedness coordinators in Gaylord. She reported they are starting to work on their five-year strategic plan. The CDC has announced additional funding ($200K) that was previously a cut. Jay Fiedler has been hired as the new division director (replacing Linda Scott).

IX. Public Comment / Announcements

There was a concern expressed regarding where to post advisories regarding PFAS on bodies of water. In the case of a beach, where foam is present, there is a risk of exposure

to people, especially children. Yet, in a river, while canoeing, it may not be an issue. Additionally, how do we proceed with eating fish advisories in contaminated waters. It was felt that consistency between local health departments and state departments should be established.

X. Adjournment

The meeting adjourned at 12:00 pm.

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BOARD OF HEALTH
REGULAR MEETING
at
Mid-Michigan District Health Department (MMDHD)
Gratiot County Branch Office
Ithaca, Michigan

Conference Room A

Wednesday, June 27, 2018, 9:00 a.m.

MINUTES

We take action to protect, maintain, and improve the health of our community.

Members Present: Bruce DeLong (Chairperson), Dwight Washington, Sam Smith, Tom Lindeman (Vice Chairperson), George Bailey, and Betty Kellenberger

Members Absent: None

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Cynthia M. Partlo, Board Secretary; Liz Braddock, Director of Environmental Health; Andrea Tabor, Director of Community Health and Education; and Jennifer E. Morse, M.D., MPH, FAAFP, Medical Director

Staff Absent: Melissa Bowerman, Director of Administrative Services

Guests: None

T. Lindeman, Vice Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m., on Wednesday, June 27, 2018, at the Gratiot County Branch Office of the Mid-Michigan District Health Department (MMDHD), Ithaca, Michigan.

Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

B. DeLong mentioned that the letters dated June 22, 2018 from the Michigan Municipal Risk Management Authority (MMRMA) be added under Communications as B. 2. b. and Agency Office Hours under Emerging Issues as item I. 3. b.

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Motion made by G. Bailey and seconded by T. Lindeman to approve the Agenda as amended. Motion carried.

B. CONSENT ITEMS:

1. Meeting Minutes

   a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held May 14, 2018

   b. Mid-Michigan District Board of Health Regular Meeting held May 23, 2018

   D. Washington indicated that the BOH Minutes showed him as absent, and he actually attended the meeting. C. Partlo indicated that she would correct the Minutes.

   Motion made by B. Kellenberger to accept and place on file Meeting Minutes B. 1. a. and b. (as corrected). Motion seconded by T. Lindeman. Motion carried.

2. Communications

   a. Letter dated June 11, 2018 to Steve Hall, RS, MS, Health Officer for the Central Michigan District Health Department (CMDHD) from Susan Moran, MPH, Senior Deputy Director, Michigan Department of Health and Human Services (MDHHS) regarding approval of Jennifer Morse, MD as the Medical Director for CMDHD, MMDHD, and District Health Department #10 effective June 1, 2018 and being fully qualified under Michigan's Public Health Code

   b. Letters dated June 22, 2018 to Melissa Bowerman from Michael Rhyner, Executive Director for the Michigan Municipal Risk Management Authority (MMRMA) regarding distribution of excess net assets to members and distribution from the State Pool Loss Fund

      M. Cheatham mentioned that the distribution of net assets to members received from MMRMA was $18,478. The agency also received a distribution of net assets from the State Pool Loss Fund in the amount of $8,386.

   Motion made by S. Smith to accept and place on file Communications B. 2. a. and b. Motion seconded by G. Bailey. Motion carried.

C. PUBLIC COMMENTS: None.

D. BRANCH OFFICE EMPLOYEES: None.

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

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a. MMDHD's Expenses for May 12 through June 22, 2018

Motion made by T. Lindeman to approve payment of the MMDHD's Expenses for May 12 through June 22, 2018, totaling $729,092.87. Motion seconded by B. Kellenberger. Motion carried.

b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for May 2018

Motion made by T. Lindeman to approve and place on file the MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for May 2018. Motion seconded by B. Kellenberger. Motion carried.

2. Personnel Committee – Betty Kellenberger, Chair

a. Michigan Nurses Association contract negotiations scheduled for Monday, July 16, 2018, 9 a.m. at the Clinton Branch Office

3. Program Committee – Bruce DeLong, Chair – No report.

4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair – No report.

5. Well and Septic Stakeholders Committee – Marcus Cheatham

M. Cheatham mentioned that he has discussed the septic management ordinance at all of the County Boards of Commissioners, and it was well received. He said that L. Braddock has completed a first draft of the Septic Management Ordinance.

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, MD, MPH, FAAFP

1. Ticks, Mosquitos, and Poison Ivy

Dr. Morse reported on ticks, mosquitos, and poison ivy. She presented several photos of the different types and stages of ticks as well as how to identify the various varieties of poison ivy and poison sumac found in Michigan. Additionally, she reviewed how to remove a tick from your skin; having the tick identified and tested for diseases if you've been bitten. She also reported on the three D's of mosquito prevention: Drain, Dress, and Defend.

Dr. Morse reviewed her BOH Monthly Healthy Living Recommendations for July and asked the BOH to adopt them:

1. *Take steps to avoid tick bites.*
2. *Check for ticks regularly and remove ticks properly.*
3. *Practice the 3 D's of prevention from mosquitos – Drain, Dress, Defend.*
4. *Go to www.michigan.gov/emergingdiseases for information on submitting ticks for ID, submitting photos of ticks for ID, tick and mosquito borne illnesses, and other insect and animal-linked illnesses.*
5. *Learn to identify poison ivy and poison sumac.*

Motion made by G. Bailey and seconded by D. Washington to adopt the BOH Monthly Healthy Living Recommendation for July as proposed. Motion carried.

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G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Health Officer, Ph.D.

1. August 22, 2018 BOH Regular and Finance Committee Meetings

M. Cheatham asked the BOH members if they felt that the August BOH meeting would interfere with their possible attendance at the Michigan Association of Counties Annual Conference August 19-21, 2018. After discussion, the BOH indicated that there would be no conflicts. No action was taken.

H. OLD BUSINESS:

1. Update on Central Sanitary Landfill, Inc., Pierson, Montcalm County PFAS Levels

L. Braddock provided an update regarding the PFAS contamination at the Central Sanitary Landfill, stating that the agency was working with MPART who provided funding to MMDHD for testing and assistance. She reported that Phase I testing was completed on 18 homes and 2 businesses in the vicinity and none tested had PFAS levels higher than 70 ppt (lifetime health advisory). However, total PFAS detections, including PFOA and PFOS were elevated in some residential wells. Republic is offering to provide filters to those homes. MMDHD offered filters to all of the homes regardless of the test result. A second public meeting was held on June 18th where approximately 32 individuals attended where the test results were announced; compared to about 300 that attended the first public meeting.

L. Braddock said that Phase II testing was completed on three homes. One home had a surprisingly high level of PFOA and PFOS. An investigation is being done at that home to determine the cause of the high test result. She reported that testing has been expanded to 7 additional wells. No contamination was found in Big Whitefish Lake. She reported that the agency received $50,000 to complete the work that currently continues.

B. DeLong asked when the area will be retested. L. Braddock replied that the monitoring wells will continually be checked. No homes are scheduled to be retested unless the monitoring wells test high. G. Bailey asked if there would be remediation at the site. M. Cheatham said that the test results reveal that there is no urgency to get the contamination out of the ground. However, L. Braddock said that since part of the landfill was not lined, the State continues with remediation.

2. Update on Hepatitis A Outbreak Response

M. Cheatham provided an update regarding the agency's response to the Hepatitis A outbreak stating that the documentation included in the BOH packet was outdated. It has been difficult getting the public to receive the vaccine. He reported that over 50 individuals were vaccinated at the Gratiot Integrated Health Network clinic. He also reported that over 100 people at the Clinton County Jail were vaccinated during three visits. An inmate at that jail was diagnosed with Hepatitis A, which changed their decision. In Montcalm County, over 60 individuals were vaccinated at the Montcalm Care Network, as well as other individuals vaccinated at the Montcalm County Jail.

L. Braddock mentioned that the Environmental Health (EH) Division plans to provide handwashing stations at several festivals this summer. On July 12, 13, and 14, the agency will be renting handwashing stations for the Carnival of Chaos. A. Tabor mentioned that the agency

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offered to provide Hepatitis A vaccines to attendees at the Carnival of Chaos; and the music promoter declined. L. Braddock said that flyers will be posted as well.

3. Annual Commissioner Forum – Proposed Date: Thursday, September 27, 2018 at 10:00 a.m.

M. Cheatham asked the BOH if they would like to schedule the Annual Commissioner Forum for September 27th or if they would like to poll County Commissioners.
Motion made by G. Bailey and seconded by B. Kellenberger to schedule the Annual Commissioner Forum for Thursday, September 27, 2018 at 10 a.m. at the First Baptist Church Community Center, Carson City. Motion carried.

4. Patagonia Health Reporting, Billing,

A. Tabor provided background regarding the implementation of the electronic health record software, Patagonia Health, on January 1, 2017. She mentioned that the agency was the first health department in the State to implement the software and it has gone very well. A. Tabor said that since then, seven other health departments have decided to purchase the software and the Ottawa County Health Department will be doing a site visit at MMDHD this summer. She also said that two other health departments were considering purchasing it. Additionally, A. Tabor said that user group meetings are held regularly, and the MMDHD will be hosting the next user group meeting to be held in Clinton County.

M. Cheatham reviewed the presentation in M. Bowerman's absence explaining the differences in claim billing between Patagonia Health and the previous system. He said that the average time to bill a claim in the previous electronic health record was 30 days; with Patagonia Health, the average time to bill a claim is 5 days. Additionally, he reported that the agency's accounts receivable in the previous system was $100,000; with Patagonia Health the agency's accounts receivable balance is $28,000. In summary, the software purchase of Patagonia Health has greatly improved the agency's billing and reporting processes.

5. MMDHD Rebranding Update

M. Cheatham said that no rebranding report was available.

I. NEW BUSINESS:

1. Marketing Our Services – WNEM Contracts

M. Cheatham explained that WNEM has a side business to drive internet traffic using social media. The agency hired them to assist with marketing Hepatitis A and our Family Planning services. For Hepatitis A, 857,100 impressions were promised when in fact, there were just over 860,000; 2,247 clicking through to the website. He said that for Hepatitis A, men having sex with men were targeted.

For Family Planning, he reported that WNEM promised that at least 666,600 individuals would see our ads, when in fact just over 800,000 viewed our ad with 2,263 individuals clicking through to our website. Additionally, the data showed that 1,500 women have clicked through to our website. The largest audience was low-income women ages 18-25 with no insurance. He said that nearly 400 clicks were from residents of Clinton County, 282 from Montcalm County, 255 from Gratiot County, and 225 from Shiawassee. A. Tabor provided data regarding the agency's

Family Planning clinics noting that clinic attendance for 2018 has increased over 2017 numbers (382 to 416 between January and June).

Andrew Holdeman is working on Google analytics to verify traffic to our agency's website; however, wasn't able to obtain the information from Google in time for today's meeting.

3. Emerging Issues

a. Ithaca Sanitary Landfill Investigation

L. Braddock mentioned that the Michigan Department of Environmental Quality (MDEQ) notified her that they had received funding to investigate the closed Ithaca Sanitary Landfill. She reported that information came to the MDEQ that "trash" from Wolverine Worldwide had been dumped at that site. She said that the MDEQ has scheduled a meeting with MMDHD and the City of Ithaca to discuss the issue. Additionally, she indicated that the MDEQ is considering establishing monitoring wells at the landfill and possibly other sites to ensure that residential wells are not affected.

b. Montcalm County Well and Septic Appeal

M. Cheatham mentioned that the agency did not receive an appeal.

c. Agency Office Hours

M. Cheatham explained that due to staffing issues, the agency occasionally has one staff person at the end of the day that cannot serve clients. He indicated that he thought that the County Offices closed at 4:30 p.m. The BOH commented that at the County Offices, being open during lunch is extremely important to be available to serve the public. After discussion, M. Cheatham was directed to bring proposals regarding a change in office hours to the BOH for consideration.

c. Emory University-PBB

M. Cheatham provided an update regarding the partnership with Emory University to educate the public on PBB, conduct clinics and sampling, work on small research studies and try to get the data from the PBB registry to be used for public health purposes. Additionally, Emory is initiating a clinical trial of a drug to see if it removes PBB from human bodies. MMDHD will be working in partnership with Emory on the clinical trial scheduled to begin in September. The agency would be paid from their grant.

d. Ninety-Degree Days

D. Washington asked if the agency promotes cooling centers during these 90-degree heating days. M. Cheatham mentioned that rural cooling centers are sparsely attended. Dr. Morse mentioned that there is a Guidebook for communities on how to prepare for heat emergencies. She also indicated that Leslie Kinnee, PIO could write a press release as well. Dr. Morse mentioned that she would have C. Partlo send the link to the Guidebook to the BOH via email. Dr. Morse added that the County's Emergency Managers usually open cooling centers. Commissioners requested that they be informed

DRAFT

when cooling centers are opened. G. Bailey added that the Gratiot County Commission on Aging contacts vulnerable residents individually as most do not have internet access.

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District Board of Health Action Items, May 2018

2. Staffing Report

L. RELATED NEWS ARTICLES:

1. MMDHD News Articles available online at **www.mmdhd.org/?q=node/140**

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 10:21 a.m.

Respectfully Submitted,

Cynthia M. Partlo, Board Secretary
For Bruce DeLong, Chairperson
Mid-Michigan District Board of Health

DRAFT

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, MPH, FAAFP
Medical Director

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

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

Monday, July 16, 2018
9:00 a.m.

AGENDA

We take action to protect, maintain, and improve the health of our community.

COMMITTEE MEMBERS: Betty Kellenberger (Chair), Sam Smith, and Dwight Washington

STAFF: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Jenniffer Efaw, Nurse Practitioner and Union Steward; Becky Stoddard, Public Health Nurse II and Union Steward

GUESTS: Sascha Eisner, Michigan Nurses Association and Gordon Love, Esq., Cohl, Stoker, and Toskey

B. Kellenberger, Chairperson called the Personnel Committee Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:02 a.m. on Monday, July 16, 2018 at the Clinton County Branch Office of the Mid-Michigan District Health Department (MMDHD), St. Johns, Michigan.

A. Public Comment – None.

B. Consideration to Go into Closed Session for Purposes of Labor Negotiations

B. Kellenberger requested a roll call vote to go into closed session at 9:15 a.m. M. Bowerman called the roll: Sam Smith – Yes, Dwight Washington – Yes, Betty Kellenberger – Yes. Motion carried 3-0.

C. Michigan Nurses Association (MNA) Contract Negotiations

Discussions were held between the Personnel Committee members, Union Stewards, and Sascha Eisner of the Michigan Nurses Association. The Personnel Committee members agreed to meet again on Wednesday, August 8, 2018, although S. Smith and D. Washington will not be able to attend. They also agreed to meet on Wednesday, August 29, 2018 if a back-up date was needed. No action was taken by the Personnel Committee.

Motion made by D. Washington and seconded by S. Smith to return to open session at 12:30 p.m. Motion carried.

There being no further business to come before the Personnel Committee, the meeting adjourned at 12:30 p.m.

Respectfully Submitted,

Melissa Bowerman
Acting Board Secretary For
Betty Kellenberger, Personnel Committee Chairperson
Mid-Michigan District Board of Health

RECEIVED
JUL 10 2018

STATE OF MICHIGAN
DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

RICK SNYDER
GOVERNOR

NICK LYON
DIRECTOR

July 6, 2018

Marcus Cheatham
Health Officer
Mid-Michigan District Health Department
615 N. State Road, Suite 2
Stanton, MI 48888

Dear Health Officer Cheatham,

This correspondence will serve as the official Notice of Award for the grant titled **"Local Health Department Collaboration and Exploration of Shared Approach to Delivery Services."** The granted is funded in the amount of $52,394. The project begins October 1, 2018 and will end September 30, 2019.

The first update project report is due Mid December on a date to be determined. The final report due date is also to be determined. The first report should consist of an update on the progress of each objective listed in the workplan. A template for the report will be sent during the month of November. Future correspondence will confirm due dates for each report.

Once again, Congratulations on your grant award. We are excited about your project and are anticipating great outcomes.

Sincerely,

Orlando Todd

Orlando Todd, MBA
Director
Office of Local Health Services
Population Health & Community Services Administration
toddo@michigan.gov
(517) 284-4021

MONTHLY EXPENSES FOR
June 23, 2018 - July 20, 2018

EV 1876	*$ 209,814.26*
EV 1877	*$ 238,689.48*
TOTAL	***$ 448,503.74***

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

CK#	EV 1876		7/6/2018
	Payables		
104330 to 104358	Quantum Checks & AP Direct Deposits		$ 73,642.20
	Payroll		
	AFLAC Employee Deduction		$ 610.91
	MERS Employee Electronic Transfer		$ 3,439.17
	Chemical Bank Payroll-Ameriprise NBS		$ 200.00
	Chemical Bank Payroll-Nationwide		$ 1,230.00
	Chemical Bank Payroll-MERS 457		$ 515.00
	Chemical Bank Payroll Tax Electronic Transfer		
	Federal		$ 27,622.28
	State		$ 4,399.49
	Direct Deposit Payroll		$ 97,572.69
	Stamps.com		$ 500.00
	Bank Fees		
	Chemical E-Banking fee	18-Jun	$ 82.52
	TOTAL		**$ 209,814.26**

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
231	07/06/18	DEL057 DELONG BRUCE	101223	06/27/18	17422		$ 125.00	$ -	$ 125.00
			QTRLY BOH CHAIR PER DIEM						
		DIRECT DEPOSIT							
			CHECK TOTALS:				$ 125.00	$ -	$ 125.00
232	07/06/18	KEL038 KELLENBERGER BETTY	101225	06/27/18	17424		$ 176.12	$ -	$ 176.12
			TRAVEL/PER DIEM						
		DIRECT DEPOSIT							
			CHECK TOTALS:				$ 176.12	$ -	$ 176.12
233	07/06/18	LIN033 LINDEMAN TOM	101227	06/27/18	17426		$ 106.96	$ -	$ 106.96
			TRAVEL/PER DIEM						
		DIRECT DEPOSIT							
			CHECK TOTALS:				$ 106.96	$ -	$ 106.96
234	07/06/18	WASH83 WASHINGTON DWIGHT	101224	06/27/18	17423		$ 79.99	$ -	$ 79.99
			TRAVEL/PER DIEM						
		DIRECT DEPOSIT							
			CHECK TOTALS:				$ 79.99	$ -	$ 79.99
104330	07/06/18	585OFF FFF ENTERPRISES INC.	90292213	06/14/18	17406	095510-00	$ 1,246.60	$ -	$ 1,246.60
			GAMASTAN VACCINE						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 1,246.60	$ -	$ 1,246.60
104331	07/06/18	ALZ054 ALZHEIMER'S ASSOCIATION	101216	06/25/18	17397		$ 40.00	$ -	$ 40.00
			DAN SANDAHL MEMORIAL						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 40.00	$ -	$ 40.00
104332	07/06/18	AND085 ANDAMEDS	54434966	06/14/18	17403	095511-00	$ 5,332.50	$ -	$ 5,332.50
			HEP A ADULT						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 5,332.50	$ -	$ 5,332.50
104333	07/06/18	CAP095 CAPITAL AREA UNITED WAY	101229	07/01/18	17433		$ 32.00	$ -	$ 32.00
			7/6/18 EMPLOYEE DONATION						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 32.00	$ -	$ 32.00
104334	07/06/18	CDW016 CDW GOVERNMENT, INC.	GR1800685	06/05/18	17428		$ 2,515.50	$ -	$ 2,515.50
			SINGLEWIRE INFORMACAST PROJECT						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 2,515.50	$ -	$ 2,515.50
104335	07/06/18	CEN021 CENTRAL MI DIST HEALTH DEPT	101215	06/20/18	17393		$ 4,165.65	$ -	$ 4,165.65
			MAY MD						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 4,165.65	$ -	$ 4,165.65
104336	07/06/18	CRY023 CASAIR-CRYSTAL AUTO SYSTEM	445598	07/01/18	17421		$ 800.00	$ -	$ 800.00
			INTERNET/FIBER/LIST SERV						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 800.00	$ -	$ 800.00

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
104337	07/06/18	GSK052 GLAXO SMITH KLINE	8252455815	06/14/18	17407	095507-00	$ 2,157.45	$ -	$ 2,157.45
			BEXSERO VACCINE						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 2,157.45	$ -	$ 2,157.45
104338	07/06/18	INGH29 INGHAM HEALTH PLAN CORP.	1309	05/17/18	17399		$ 72.00	$ -	$ 72.00
			CHW TRAUMA TRAINING						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 72.00	$ -	$ 72.00
104339	07/06/18	LAM67 LAMAR COMPANIES	109236954	06/18/18	17386		$ 800.00	$ -	$ 800.00
			HEP A SAGINAW CAMPAIGN						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 800.00	$ -	$ 800.00
104340	07/06/18	LIN061 LINCOLN FINANCIAL GROUP	101228	07/01/18	17431		$ 1,909.31	$ -	$ 1,909.31
			JULY LTD/LIFE/AD&D						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 1,909.31	$ -	$ 1,909.31
104341	07/06/18	MIC028 MICHIGAN MUN RISK MGMT AUTH	101217	06/11/18	17400		$28,665.00	$ -	$28,665.00
			GENERAL FUND LIABILITY						
		COMPUTER CHECK							
			101218	06/08/18	17401		$ 6,750.00	$ -	$ 6,750.00
			RETENTION FUND LIABILITY						
			CHECK TOTALS:				$35,415.00	$ -	$35,415.00
104342	07/06/18	MIS004 MiSDU-MONTCALM CO FRIEND	101229	07/01/18	17432		$ 197.47	$ -	$ 197.47
			7/6/18 EMPLOYEE DEDUCTION						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 197.47	$ -	$ 197.47
104343	07/06/18	MON180 MONTCALM CO FAIR ASSOCIATION	003006	06/25/18	17398		$ 84.00	$ -	$ 84.00
			REFUND PERMIT						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 84.00	$ -	$ 84.00
104344	07/06/18	NAL004 NALBOH	200000700	06/06/18	17402		$ 375.00	$ -	$ 375.00
			DWIGHT WASHINGTON TRAINING						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 375.00	$ -	$ 375.00
104345	07/06/18	OFF015 OFFICE DEPOT	148502437001	06/11/18	17405	095503-00	$ 321.32	$ -	$ 321.32
			PAPER,PENS,NOTEPADS,POSTNOTES						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 321.32	$ -	$ 321.32
104346	07/06/18	SAN020 SANOFI PASTEUR INC	910191358	06/18/18	17408	095509-00	$ 519.12	$ -	$ 519.12
			MENACTRA						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 519.12	$ -	$ 519.12

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
104347	07/06/18	SHR011 SHRED-IT USA LLC	8124929878	06/07/18	17389		$ 210.84	$ -	$ 210.84
			MONTCALM SHREDDING						
		COMPUTER CHECK							
			8124943665	06/15/18	17390		$ 108.81	$ -	$ 108.81
			CLINTON SHREDDING						
			CHECK TOTALS:				$ 319.65	$ -	$ 319.65
104348	07/06/18	SMI205 SMITH SAM	101226	06/27/18	17425		$ 55.80	$ -	$ 55.80
			TRAVEL/PER DIEM						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 55.80	$ -	$ 55.80
104349	07/06/18	STA002 STATE OF MICHIGAN/DEQ	761-10349318	04/30/18	17394		$ 1,286.00	$ -	$ 1,286.00
			GRATIOT WATER LABS						
		COMPUTER CHECK							
			761-10349328	04/30/18	17391		$ 1,404.00	$ -	$ 1,404.00
			CLINTON WATER LABS						
			CHECK TOTALS:				$ 2,690.00	$ -	$ 2,690.00
104350	07/06/18	STA123 STATE OF MICHIGAN-DHHS	159314	06/07/18	17427		$ 100.00	$ -	$ 100.00
			REFUND OVERPAYMENT-159314						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 100.00	$ -	$ 100.00
104351	07/06/18	STA225 STATCOURIER	1019-838	05/31/18	17395		$ 1,000.00	$ -	$ 1,000.00
			EH LAB COURIER FOR MAY						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 1,000.00	$ -	$ 1,000.00
104352	07/06/18	UNI001 UNITED WAY OF MONTCALM CO	101229	07/01/18	17435		$ 93.00	$ -	$ 93.00
			7/6/18 EMPLOYEE DONATION						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 93.00	$ -	$ 93.00
104353	07/06/18	UNI009 UNITED WAY OF GRATIOT CO	101229	07/01/18	17434		$ 56.00	$ -	$ 56.00
			7/6/18 EMPLOYEE DONATION						
		COMPUTER CHECK							
			CHECK TOTALS:				$ 56.00	$ -	$ 56.00
104354	07/06/18	UPS002 UNITED PARCEL SERVICE	423867248	06/16/18	17388		$ 3.60	$ -	$ 3.60
			PACKAGED MAILED						
		COMPUTER CHECK							
			423867258	06/23/18	17396		$ 7.44	$ -	$ 7.44
			PACKAGE MAILED						
			CHECK TOTALS:				$ 11.04	$ -	$ 11.04
104355	07/06/18	VER004 VERIZON	9809542050	06/30/18	17430		$ (624.91)	$ -	$ (624.91)
			ACCOUNT CREDIT						
		COMPUTER CHECK							
			9809716758	06/23/18	17429		$ 3,727.05	$ -	$ 3,727.05
			MAY 24-JUN 23 PHONES/EQUIPMENT						

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
		CHECK TOTALS:					$ 3,102.14	$ -	$ 3,102.14
104356	07/06/18	VOI018 VOICES FOR HEALTH	70282	06/11/18	17392		$ 8.00	$ -	$ 8.00
		#1405 TRANSLATION							
		COMPUTER CHECK							
		CHECK TOTALS:					$ 8.00	$ -	$ 8.00
104357	07/06/18	FIR003 FIRST NATIONAL BANK OMAHA	101219	07/03/18	17409		$ 5,374.97	$ -	$ 5,374.97
		CADCA REGISTRATION/HOTEL/FLIGHT							
		COMPUTER CHECK							
			101220	07/03/18	17418		$ 37.68	$ -	$ 37.68
			PAGER/LUNCH FOR H.O. EVAL						
			101221	07/03/18	17419		$ 984.36	$ -	$ 984.36
			PFAS FOOD/WATER/RENT RITE						
			101222	07/03/18	17420		$ 191.49	$ -	$ 191.49
			PARKING/HOTEL/NEW EMPLOYEE LUNCH						
			101219-1	07/03/18	17410	095497-00	$ 614.75	$ -	$ 614.75
			2 PRESTAMPED ENVELOPES-ADMIN						
			101219-2	07/03/18	17411	095498-00	$ 306.25	$ -	$ 306.25
			1 PRESTAMPED ENVELOPE-EH						
			101219-3	07/03/18	17412	095491-00	$ 24.37	$ -	$ 24.37
			1 BUSINESS CARDS-C THELEN						
			101219-4	07/03/18	17413	095512-00	$ 25.43	$ -	$ 25.43
			CABINET LIGHT IN LAB						
			101219-5	07/03/18	17414	095490-00	$ 1,784.86	$ -	$ 1,784.86
			7 PFAS FILTERS/CARTRIDGES						
			101219-6	07/03/18	17415	095519-00	$ 103.96	$ -	$ 103.96
			LABEL MAKER/VELCRO/ADAPTERS						
			101219-7	07/03/18	17416	095515-00	$ 26.49	$ -	$ 26.49
			1 BUSINESS CARD-TENWALDE						
			101219-8	07/03/18	17417	095520-00	$ 224.97	$ -	$ 224.97
			GODADDY CERTIFICATE RENEWAL						
		CHECK TOTALS:					$ 9,699.58	$ -	$ 9,699.58
104358	07/06/18	KEN014 KENT COUNTY HEALTH DEPART	EH053118-927584	06/01/18	17387		$ 36.00	$ -	$ 36.00
		LAB							
		COMPUTER CHECK							
		CHECK TOTALS:					$ 36.00	$ -	$ 36.00
		BANK CODE TOTALS:					$73,642.20	$ -	$73,642.20

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

29 COMPUTER CHECKS
0 MANUAL PAYMENT CHECKS
0 VOID CHECKS - TRX
0 VOID CHECKS - STUBS
0 VOID CHECKS - ERROR
0 VOID CHECKS - FORM ALIGNMENT
4 DIRECT DEPOSITS
33 CHECKS TOTAL

COMPANY TOTALS:	$73,642.20	$ -	$73,642.20

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

CK#	EV 1877		7/20/2018
	Payables		
104359 to 104400	Quantum Checks & AP Direct Deposits		$ 84,226.94
	Payroll		
	AFLAC Employee Deduction		$ 560.07
	MERS Employee Electronic Transfer		$ 3,383.71
	Chemical Bank Payroll-Ameriprise NBS		$ 200.00
	Chemical Bank Payroll-Nationwide		$ 1,230.00
	Chemical Bank Payroll-MERS 457		$ 515.00
	Chemical Bank Payroll Tax Electronic Transfer		
	Federal		$ 27,973.04
	State		$ 4,434.80
	MERS Employer Electronic Transfer	18-Jun	$ 22,471.26
	Direct Deposit Payroll		$ 93,618.59
	Bank Fees		
	Chemical E-Banking fee	18-Jul	$ 83.12
	Chemical Bank Interest	18-Jun	$ (7.05)
	TOTAL		**$ 238,689.48**

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
104359	07/20/18	AGR071 AGROLIQUID	CR187	05/29/18	17484		$ 200.00	$ -	$ 200.00
			7/31-8/1 PATAGONIA USER GROUP						
COMPUTER CHECK									
			CHECK TOTALS:				$ 200.00	$ -	$ 200.00
104360	07/20/18	ALPH83 ALPHA FAMILY CENTER	101234	07/16/18	17495		$ 300.00	$ -	$ 300.00
			AUGUST RENT						
COMPUTER CHECK									
			CHECK TOTALS:				$ 300.00	$ -	$ 300.00
104361	07/20/18	AMER86 AMERICAN IMMUNIZATION REG	2242	07/12/18	17470		$ 575.00	$ -	$ 575.00
			TATE, ASHLEY REGISTRATION FEE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 575.00	$ -	$ 575.00
104362	07/20/18	BLU008 BLUE CROSS BLUE SHIELD OF MICH	101236	07/10/18	17495		$19,425.30	$ -	$19,425.30
			0003 AUGUST HEALTH INSURANCE						
COMPUTER CHECK									
			101237	07/10/18	17500		$ 8,877.62	$ -	$ 8,877.62
			0004 AUGUST HEALTH INSUANCE						
			101238	07/10/18	17501		$ 9,141.32	$ -	$ 9,141.32
			0005 AUGUST HEALTH INSURANCE						
			CHECK TOTALS:				$37,444.24	$ -	$37,444.24
104363	07/20/18	BLU034 BLUE CARE NETWORK	181910065854	07/10/18	17502		$ 6,146.38	$ -	$ 6,146.38
			0002 AUGUST HEALTH INSURANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 6,146.38	$ -	$ 6,146.38
104364	07/20/18	BLU035 BLUE CARE NETWORK	181910028074	07/10/18	17503		$ 1,707.33	$ -	$ 1,707.33
			0003 AUGUST HEALTH INSURANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,707.33	$ -	$ 1,707.33
104365	07/20/18	CAP095 CAPITAL AREA UNITED WAY	101240	07/17/18	17508		$ 32.00	$ -	$ 32.00
			7/20/18 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 32.00	$ -	$ 32.00
104366	07/20/18	CDW016 CDW GOVERNMENT, INC.	NGT3051	07/03/18	17456	095531-00	$ 1,554.41	$ -	$ 1,554.41
			SURFACEPRO, DOCK, MONITOR						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,554.41	$ -	$ 1,554.41
104367	07/20/18	CHR208 CHRISTENSEN JOHN	003081	07/05/18	17478		$ 90.00	$ -	$ 90.00
			REFUND PERMIT/SERVICE NOT DONE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 90.00	$ -	$ 90.00
104368	07/20/18	CLI092 CLINTON COUNTY ADMIN/ACCT	AC-2018-017	07/05/18	17497		$ 1,966.67	$ -	$ 1,966.67
			AUGUST DENTAL RENT						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,966.67	$ -	$ 1,966.67

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
104369	07/20/18	EAT029 EATON RESA	005630	06/30/18	17480		$ 1,556.43	$ -	$ 1,556.43
			3Q18 POLLY BRAINERD						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,556.43	$ -	$ 1,556.43
104370	07/20/18	EVAN32 EVANS RODNEY & ELAINE	003063	07/02/18	17485		$ 252.00	$ -	$ 252.00
			REFUND PERMIT/SERVICE NOT DONE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 252.00	$ -	$ 252.00
104371	07/20/18	INSP25 INSPIRATION STUDIO DESIGN	1685	06/21/18	17477		$ 562.50	$ -	$ 562.50
			WEB DESIGN FOR DFG						
COMPUTER CHECK									
			CHECK TOTALS:				$ 562.50	$ -	$ 562.50
104372	07/20/18	JOHN38 JOHNSON JIMMIE T	003121	07/11/18	17474		$ 252.00	$ -	$ 252.00
			REFUND PERMIT/NO SERVICE DONE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 252.00	$ -	$ 252.00
104373	07/20/18	LAM67 LAMAR COMPANIES	109264158	06/25/18	17493		$ 425.00	$ -	$ 425.00
			JUNE HEP A GREENVILLE AD						
COMPUTER CHECK									
			CHECK TOTALS:				$ 425.00	$ -	$ 425.00
104374	07/20/18	LIN061 LINCOLN FINANCIAL GROUP	3709558207	07/01/18	17498		$ 1,939.79	$ -	$ 1,939.79
			AUGUST LIFE/LTD/AD&D						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,939.79	$ -	$ 1,939.79
104375	07/20/18	MAC165 MICHIGAN ASSOCIATION CO	m1475	07/02/18	17481		$ 200.00	$ -	$ 200.00
			2019 MAC MEMBERSHIP						
COMPUTER CHECK									
			CHECK TOTALS:				$ 200.00	$ -	$ 200.00
104376	07/20/18	MCK032 MCKESSON MEDICAL	30155574	06/26/18	17438	095513-00	$ 26.56	$ -	$ 26.56
			BP CUFF						
COMPUTER CHECK									
104376	07/20/18	MCK032 MCKESSON MEDICAL	30177952	06/26/18	17463	095513-00	$ 181.22	$ -	$ 181.22
			SHARPS, GLOVES, SANITIZER						
			30401455	06/29/18	17436	095522-00	$ 159.64	$ -	$ 159.64
			HURRICANE SPRAY, BANDAGES						
			30511350	07/02/18	17454	095525-00	$ 134.38	$ -	$ 134.38
			PAPER TOWELS, TRASH LINERS						
			30534869	07/02/18	17464	095525-00	$ 540.65	$ -	$ 540.65
			SHARP CONTAINERS, SYRINGES						

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
104376	07/20/18	MCK032 MCKESSON MEDICAL	30542221	07/02/18	17465	095528-0(	$ 124.62	$ -	$ 124.62
			DRAPE SHEETS, TOWELS						
			CHECK TOTALS:				$ 1,167.07	$ -	$ 1,167.07
104377	07/20/18	MCN129 MONTCALM CARE NETWORK	101232	06/14/18	17482		$ 2,276.44	$ -	$ 2,276.44
			MAY MCN PAYMENTS						
COMPUTER CHECK									
			101233	05/31/18	17483		$ 2,999.43	$ -	$ 2,999.43
			APRIL MCN PAYMENTS						
			CHECK TOTALS:				$ 5,275.87	$ -	$ 5,275.87
104378	07/20/18	MED144 MEDIBADGE	784014	06/29/18	17441	095524-0(	$ 112.75	$ -	$ 112.75
			STICKERS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 112.75	$ -	$ 112.75
104379	07/20/18	MER016 MERCK & CO INC	7011822884	06/21/18	17461	095514-0(	$ 234.28	$ -	$ 234.28
			VAQTA VACCINE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 234.28	$ -	$ 234.28
104380	07/20/18	MIC007 MICHIGAN PUBLIC HEALTH INST	1575	07/16/18	17472		$ 30.00	$ -	$ 30.00
			#53113 SCHAFER, ALLISON FEE						
COMPUTER CHECK									
			1576	07/16/18	17471		$ 30.00	$ -	$ 30.00
			#53121 SCHAFER, ALLISON FEE						
			CHECK TOTALS:				$ 60.00	$ -	$ 60.00
104381	07/20/18	MIC116 MICHIGAN GRAPHICS & SIGNS	16431	07/09/18	17475		$ 225.00	$ -	$ 225.00
			15 HEP A SIGNS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 225.00	$ -	$ 225.00
104382	07/20/18	MIS004 MiSDU-MONTCALM CO FRIEND	101240	07/17/18	17507		$ 197.47	$ -	$ 197.47
			7/20/18 EMPLOYEE DEDUCTION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 197.47	$ -	$ 197.47
104383	07/20/18	MNA004 MICHIGAN NURSES ASSOCIATION	101240	07/17/18	17506		$ 449.44	$ -	$ 449.44
			AUGUST DUES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 449.44	$ -	$ 449.44
104384	07/20/18	MON183 MONTCALM CO CONTROLLER	101231	07/09/18	17479		$ 126.00	$ -	$ 126.00
			JUNE SOLID WASTE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 126.00	$ -	$ 126.00

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
104385	07/20/18	NAT016 NRFSP	12542	06/30/18	1749(		$ 1,475.00	$ -	$ 1,475.00
			9564002 59 FOOD TESTS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,475.00	$ -	$ 1,475.00
104386	07/20/18	OFF015 OFFICE DEPOT	131305039001	04/26/18	17437	095454-0(	$ (629.93)	$ -	$ (629.93)
			FILE STORAGE BOXES						
COMPUTER CHECK									
			154872797001	06/27/18	17450	095516-0(	$ 370.24	$ -	$ 370.24
			INK, BATTERIES, PAPER						
			155386065001	06/27/18	17449	095517-0(	$ 288.23	$ -	$ 288.23
			PAPER, ENVELOPES, PENS						
			155391738001	06/27/18	17448	095518-0(	$ 105.59	$ -	$ 105.59
			ENVELOPES, BATTERIES, LABELS						
			158258213001	07/03/18	17460	095529-0(	$ 21.57	$ -	$ 21.57
			PORTFOLIO						
			158258267001	06/30/18	17458	095529-0(	$ 139.08	$ -	$ 139.08
			THERMAL POUCH						
			CHECK TOTALS:				$ 294.78	$ -	$ 294.78
104387	07/20/18	POL010 POLYMEDCO INC	1095288	06/29/18	17455	095527-0(	$ 175.69	$ -	$ 175.69
			PREGNANCY KITS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 175.69	$ -	$ 175.69
104388	07/20/18	SHR011 SHRED-IT USA LLC	8125135669	07/07/18	1748(		$ 1,317.90	$ -	$ 1,317.90
			ADMIN SHRED 3 YRS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,317.90	$ -	$ 1,317.90
104389	07/20/18	SPE210 SPECTRUM HEALTH	1570	08/01/18	1747:		$ 65.00	$ -	$ 65.00
			HARDMAN, MICHELLE FEE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 65.00	$ -	$ 65.00
104390	07/20/18	STA032 STATE OF MICHIGAN-MDHHS LABS	27706182018	05/14/18	1748(		$ 11.50	$ -	$ 11.50
			LAB						
COMPUTER CHECK									
			CHECK TOTALS:				$ 11.50	$ -	$ 11.50
104391	07/20/18	TEA001 TEAMSTERS LOCAL 214	101240	07/17/18	1751:		$ 1,743.26	$ -	$ 1,743.26
			AUGUST DUES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,743.26	$ -	$ 1,743.26

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
104392	07/20/18	TEA031 TEAM FINANCIAL GROUP, INC	167097	07/12/18	17504		$ 2,459.37	$ -	$ 2,459.37
			XEROX MACHINES/SUPPLY FEE						
	COMPUTER CHECK								
			167098	07/12/18	17505		$ 1,849.33	$ -	$ 1,849.33
			3 XEROX 3260						
			CHECK TOTALS:				$ 4,308.70	$ -	$ 4,308.70
104393	07/20/18	UNI001 UNITED WAY OF MONTCALM CO	101240	07/17/18	17510		$ 93.00	$ -	$ 93.00
			7/20/18 EMPLOYEE DONATION						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 93.00	$ -	$ 93.00
104394	07/20/18	UNI009 UNITED WAY OF GRATIOT CO	101240	07/17/18	17509		$ 56.00	$ -	$ 56.00
			7/20/18 EMPLOYEE DONATION						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 56.00	$ -	$ 56.00
104395	07/20/18	VALL25 VALLEY FARMS BAPTIST CHURCH	101235	07/16/18	17496		$ 100.00	$ -	$ 100.00
			AUGUST RENT						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 100.00	$ -	$ 100.00
104396	07/20/18	WAT077 WATKINS SURGICAL SUPPLY	0000460817	06/12/18	17443	095500-00	$ 545.25	$ -	$ 545.25
			ISONIAZID, VITAMIN B6						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 545.25	$ -	$ 545.25
104397	07/20/18	WGLM93 WGLM AM-FM	18060159	06/30/18	17492		$ 720.00	$ -	$ 720.00
			JUNE HEP A CAMPAIGN						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 720.00	$ -	$ 720.00
104398	07/20/18	WJSZ92 WJSZ-FM	17792	07/02/18	17491		$ 1,935.00	$ -	$ 1,935.00
			JUNE HEP A BROADCASTS						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 1,935.00	$ -	$ 1,935.00
104399	07/20/18	WMLM91 WMLM-AM	8475	07/02/18	17494		$ 688.50	$ -	$ 688.50
			JUNE HEP A BROADCASTS						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 688.50	$ -	$ 688.50
104400	07/20/18	FIR003 FIRST NATIONAL BANK OMAHA	101230	07/16/18	17466		$ 89.97	$ -	$ 89.97
			STAMPS.COM FEES						
	COMPUTER CHECK								
			101230-0	07/16/18	17467	095521-00	$ 65.71	$ -	$ 65.71
			2 BUSINESS CARDS-FOWLER/LONNIE SMITH						
			101230-2	07/16/18	17468	095523-00	$ 1,498.00	$ -	$ 1,498.00
			2 PORTABLE FREEZERS						
			101230-3	07/16/18	17469	095530-00	$ 5,992.05	$ -	$ 5,992.05
			20 STAMPED ENVELOPES/HEP A						

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
			CHECK TOTALS:				$ 7,645.73	$ -	$ 7,645.73
			BANK CODE TOTALS:				$84,226.94	$ -	$84,226.94

42 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
42 CHECKS TOTAL

			COMPANY TOTALS:				$84,226.94	$ -	$84,226.94

First National Bank VISA

Account Number:
New Balance: $191.49
Minimum Payment Due: $10.00
Payment Due Date: ..... August 1, 2018

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
ANDREA TABOR
615 N STATE ST
STANTON MI 48888-9702

51106
S407

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$417.14
Payments	-$417.14
Other Credits	-$0.00
Purchases	+$191.49
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$191.49**
Statement Closing Date	07/02/18
Days in Billing Cycle	28
Total Credit Limit	$2,000.00
Available Credit	$1,808.00
Cash Limit	$0.00
Available Cash	$0.00

Payment Information

New Balance	$191.49
Minimum Payment Due	$10.00
Past Due Amount	$0.00
Payment Due Date	**August 1, 2018**

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- Make secure online payments
- Access current and historical statements, up to 7 years old
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Customer Service

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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
6-03	6-05	24905048155041600044433	GREAT WOLF TRAV CTY TRAVERSE CITY MI	$106.10
6-04	6-05	24388968155030019107176	BRICKYARD BAR & GRILL LLC STANTON MI	$21.70
6-08	6-08	74418008159007159013885	ONLINE PAYMENT THANK YOU	$417.14 (CR)
6-11	6-12	24445008163000853793601	PARKING EP/PS LANSING MI	$10.00
6-22	6-25	24072808173083712645759 7	JOANN STORES*JOANN.COM 888-739-4120 OH	$26.41
6-27	6-28	24072808178083955320818 7	JOANN STORES*JOANN.COM 888-739-4120 OH	$27.28

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)	Special Offer or Eligible Purchase APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	N/A	$197.90	28	$0.00
Cash Advance	26.99% (v)	N/A	$0.00	28	$0.00

2018 Total Year-to-Date

Total fees charged in 2018	$0.00
Total interest charged in 2018	$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!

Issued by First National Bank of Omaha

See reverse for additional information.

First National Bank VISA

Account Number:
New Balance: $8,486.05
Minimum Payment Due: $169.00
Payment Due Date: ..... August 1, 2018

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$

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

51040
S407

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

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$3,103.34
Payments	-$3,103.34
Other Credits	-$784.19
Purchases	+$9,270.24
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$8,486.05**
Statement Closing Date	07/02/18
Days in Billing Cycle	28
Total Credit Limit	$12,000.00
Available Credit	$3,513.00
Cash Limit	$6,000.00
Available Cash	$3,513.00

Payment Information

New Balance	$8,486.05
Minimum Payment Due	$169.00
Past Due Amount	$0.00
Payment Due Date	**August 1, 2018**

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(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
6-06	6-07	24445008158600057204169 7	USPS.COM POSTAL STORE 800-782-6724 MO	$614.75
6-06	6-07	24445008158600057204243 7	USPS.COM POSTAL STORE 800-782-6724 MO	$306.25
6-06	6-07	24692168157100987018055 1	VISTAPR*VistaPrint.com 866-8936743 MA	$24.37
6-08	6-08	74418008159007159013801	ONLINE PAYMENT THANK YOU	$3,103.34 (CR)
6-07	6-11	24431068159708090090898	HOLIDAY INN BIG RAPIDS MI	$157.50
6-08	6-11	24906418159056023664956 2	DNH*GODADDY.COM 480-5058855 AZ	$149.98
6-11	6-12	74717058163581630257144 1	FRONTIER AIRLINES DENVER CO	$709.20 (CR)
6-11	6-12	24717058163581630205824 1	FRONTIER AI O78TVP DENVER CO	$709.20
6-11	6-12	24717058163581630219719 1	FRONTIER AI D323GY DENVER CO	$709.20
6-11	6-13	24445008163500410809741 7	USPS POSTAGE STAMPS.COM 310-482-5800 CA	$100.00
6-13	6-14	24692168164100682159478 7	STAMPS.COM 855-608-2677 CA	$89.97
6-15	6-18	24692168166100720127121 7	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	$25.43
6-16	6-18	24906418167056388256215 7	Aquasana Water Filters - 817-5365250 TX	$1,784.86
6-18	6-19	24492158169894962105874 7	CADCA ALEXANDRIA VA 703-706-0560 VA	$2,010.00
6-26	6-27	74906418177056816512092 7	DNH*GODADDY.COM 480-5058855 AZ	$74.99 (CR)
6-26	6-27	24692168177100350078849 5	WWW.NEWEGG.COM 800-390-1119 CA	$38.10
6-26	6-27	24692168177100373535106 5	WWW.NEWEGG.COM 800-390-1119 CA	$51.60
6-26	6-27	24692168177100385763001 1	VISTAPR*VistaPrint.com 866-8936743 MA	$26.49
6-26	6-27	24906418177056814969653 7	DNH*GODADDY.COM 480-5058855 AZ	$224.97
6-27	6-28	24692168178100822443034 7	TRAVELOCITY*7362044358 WWW.TVLY.COM WA	$3.21
6-27	6-28	24692168178100908316897 5	WWW.NEWEGG.COM 800-390-1119 CA	$14.26
6-27	6-28	24717058179581790214973 1	FRONTIER AI MBY5WD DENVER CO	$98.20
6-27	6-29	24431068179344900840664	AMERICAN AIR0017158732759 FORT WORTH TX	$282.30
6-28	6-29	24717058180581800115878 7	FRONTIER AI S712FP 720-3744390 CO	$306.00
6-30	7-02	24692168181100605623344 1	GAYLORD PALMS HOTEL FL 866-435-7627 FL	$771.80
6-30	7-02	24692168181100605623351 1	GAYLORD PALMS HOTEL FL 866-435-7627 FL	$771.80

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See reverse for additional information.

Continued next page

PAY BILLS THE EASY WAY

Simply use your credit card

Your credit card is the faster, easier way to pay your monthly and recurring bills. There's no need to write checks, buy stamps or worry about delays in the mail. Plus you can view all your payments in one place on your monthly card statement. Pay all kinds of bills with your credit card.

1. **Contact** the companies that send you bills. Be sure to have your bill handy.
2. **Pay** with your credit card. You can even schedule automatic payments.
3. **Relax** knowing your bills are paid on time.

Account Number:

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)	Special Offer or Eligible Purchase APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	N/A	$4,794.17	28	$0.00
Cash Advance	26.99% (v)	N/A	$0.00	28	$0.00

2018 Total Year-to-Date

Total fees charged in 2018 ..... $0.00
Total interest charged in 2018 ..... $0.00

Additional Information Regarding Your Account

An Easier Way to Pay Your Bills!

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First National Bank VISA

Account Number:
New Balance: $37.68
Minimum Payment Due: $10.00
Payment Due Date: ..... August 1, 2018

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$

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

2253

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

51107
5407

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

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$2.65
Payments	-$2.65
Other Credits	-$0.00
Purchases	+$37.68
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$37.68**
Statement Closing Date	07/02/18
Days in Billing Cycle	28
Total Credit Limit	$2,000.00
Available Credit	$1,962.00
Cash Limit	$0.00
Available Cash	$0.00

Payment Information

New Balance	$37.68
Minimum Payment Due	$10.00
Past Due Amount	$0.00
Payment Due Date	**August 1, 2018**

Manage your business expenses with convenient online access.

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- Access current and historical statements, up to 7 years old
- Monitor monthly expenses

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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
6-08	6-08	74418008159007159013893	ONLINE PAYMENT THANK YOU	$2.65 (CR)
6-19	6-20	24692168170100844780402 7	AMERICAN MESSAGING 888-247-7890 TX	$2.65
6-27	6-28	24634228178027010085074	THE HEARTHSTONE OVEN OF I ITHACA MI	$35.03

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)	Special Offer or Eligible Purchase APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	N/A	$9.12	28	$0.00
Cash Advance	26.99% (v)	N/A	$0.00	28	$0.00

2018 Total Year-to-Date

Total fees charged in 2018	$0.00
Total interest charged in 2018	$0.00

Additional Information Regarding Your Account

An Easier Way to Pay Your Bills!

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See reverse for additional information.

First National Bank VISA

Account Number:
New Balance: $984.36
Minimum Payment Due: $19.00
Payment Due Date: ..... August 1, 2018

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
MARI E JOHN-BRADDOCK
615 N STATE ST
STANTON MI 48888-9702

51186
5407

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$42.98
Payments	-$42.98
Other Credits	-$0.00
Purchases	+$984.36
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$984.36**
Statement Closing Date	07/02/18
Days in Billing Cycle	28
Total Credit Limit	$2,000.00
Available Credit	$1,015.00
Cash Limit	$400.00
Available Cash	$400.00

Payment Information

New Balance	$984.36
Minimum Payment Due	$19.00
Past Due Amount	$0.00
Payment Due Date	**August 1, 2018**

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Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
6-08	6-08	74418008158007159013919	ONLINE PAYMENT THANK YOU	$42.98 (CR)
6-18	6-19	24427338169720016225384	LEPPINK'S FOOD CENT STANTON MI	$12.63
6-18	6-20	24164078170255174028433	SUBWAY 00156091 HOWARD CITY MI	$146.25
6-28	6-29	24755428180731806941821	RENT RITE OF ALMA ALMA MI	$825.48

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)	Special Offer or Eligible Purchase APR Expiration Date	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	N/A	$237.56	28	$0.00
Cash Advance	26.99% (v)	N/A	$0.00	28	$0.00

2018 Total Year-to-Date

Total fees charged in 2018	$0.00
Total interest charged in 2018	$0.00

Additional Information Regarding Your Account

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See reverse for additional information.

Mid-Michigan District Health Department (MMDHD)
Monthly Balance Sheet, Revenue and Expenditure Report
June 2018

Summary and Special Notes

As of the end of June 2018, actual revenues and expenditures should be approximately 75% of the $6,213,097 total budget. The total revenues through June were $4,572,941.31 and the total expenses were $4,609,906.57. The overall actual revenues and expenditures (adjusting for in-kind space costs and Vaccines for Children) were at 75% and 76% respectively representing a deficit of $36,965.26.

Revenues

- **Food Service (Line 3) –** The overall revenue is higher than budgeted in part due to the added surcharges. There will continue to be a small amount of revenue generated in the program for temporary foods through the end of the year.
- **Waste Haulers (Line 6) –** These fees are of a relatively small amount but are considerably over the budgeted amount.
- **MIHP Fees (Line 12) –** The agency discontinued the program.
- **Communicable Disease Fees (Line 13) –** There is more court-ordered testing than was originally budgeted.
- **CHED and Miscellaneous Other Fees (Line 20-21) –** These line item represent small items that are slightly over budget in terms of dollars.
- **Interest (Line 31) –** We have received a higher amount in interest than was budgeted. This is mainly due to the interest collected on CD's.
- **Miscellaneous Revenue (Line 32) –** This line item represents the Michigan Municipal Risk Management Authority (MMRMA) distribution.

Expenses

- **Unemployment (Line 8) –** MMDHD has paid more in unemployment than budgeted.
- **Postage (Line 12) –** There has been approximately $12,000 spent on the Hepatitis A campaign sending letters to children who need their Hepatitis A vaccination. Without this expense, the line would be at 47%.
- **Computer Supplies (Line 14) –** There have been new computers that needed replacement. It is expected that normal variances will occur throughout the year that may help offset this line item as the budget was lower than it should be. If this does not occur, the technology fund balance could be used to cover the deficit.
- **CD Meds/Biologics (Line 16) – A**pproximately $11,500 has been spent on Hepatitis A vaccine. Although the line item is not significantly over budget, there will be additional money spent at the end of the year on the flu vaccine.
- **Advertising/Recruitment (Line 22) –** There has been approximately $30,000 spent on advertising for the Hepatitis A campaign. Without this, there would only be approximately 25% of the line item spent.

Mid-Michigan District Health Department **JUNE** **75%** **FY 2018** **AP: 9**

Revenue **Revenue and Expenditure Report**

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Onsite Sewage	157,390.00	21,795.00	135,317.00	22,073.00	86%
2	Groundwater Quality	158,900.00	5,659.00	99,961.00	58,939.00	63%
3	Food Service	278,042.00	12,715.00	291,096.00	-13,054.00	105%
4	Campgrounds	3,180.00	526.00	2,579.00	601.00	81%
5	Swimming Pools	5,406.00	106.00	2,742.00	2,664.00	51%
6	Waste Haulers	1,000.00	3,060.50	5,381.00	-4,381.00	538%
7	DHS Facility Inspections	25,000.00	1,579.00	20,311.25	4,688.75	81%
8	Body Art Fees	1,300.00	126.00	1,065.00	235.00	82%
9	EH Misc Fees	5,160.00	-1,970.46	1,818.59	3,341.41	35%
10	Vision Fees	26,500.00	-122.00	15,049.40	11,450.60	57%
11	Hearing Fees	23,000.00	-91.78	18,357.20	4,642.80	80%
12	MIHP Fees	90,000.00	0.00	23,231.41	66,768.59	26%
13	Communicable Disease Fees	600.00	200.00	4,020.00	-3,420.00	670%
14	Immunization Fees	120,000.00	10,265.70	96,115.01	23,884.99	80%
15	Family Planning/STD Fees	104,100.00	4,060.63	78,203.80	25,896.20	75%
16	Breast Cancer Fees	4,000.00	421.24	2,234.83	1,765.17	56%
17	Lead Fees	15,000.00	1,385.21	11,362.28	3,637.72	76%
18	Varnish Fees	24,000.00	2,620.00	12,003.90	11,996.10	50%
19	Breastfeeding Fees	0.00	826.09	826.09	-826.09	0%
20	Ched Miscellaneous Fees	400.00	-575.00	479.00	-79.00	120%
21	Miscellaneous Other Fees	100.00	1.77	269.34	-169.34	269%

22	Behavioral Health Primary Care Fees	100,030.00	-2,194.01	41,995.14	58,034.86	42%
23	Deferred Revenues - Billing	0.00	0.00	273.77	-273.77	0%
24	VFC/317 Vaccine Revenue	300,000.00	15,228.67	141,642.05	158,357.95	47%
25	MDCH Grants	1,514,069.00	209,292.00	1,276,831.00	237,238.00	84%
26	Essential Local Public Health Services	776,382.00	44,980.00	568,941.00	207,441.00	73%
27	MDCH Fee For Service Revenue	62,500.00	7,554.58	29,056.16	33,443.84	46%
28	DEQ Grants	72,255.00	4,888.25	44,270.25	27,984.75	61%
29	Other Grants/Community Support	447,280.00	19,607.55	212,191.76	235,088.24	47%
30	Medicaid Full Cost Reimbursement	466,455.00	20,569.87	388,336.78	78,118.22	83%
31	Interest	5,000.00	1,709.77	21,785.68	-16,785.68	436%
32	Misc Revenue	0.00	26,864.00	26,864.00	-26,864.00	0%
33	Donations	5,000.00	99.00	2,022.23	2,977.77	40%
34	Cash Over/Short	0.00	0.00	-2.25	2.25	0%
35	Clinton Co - Appropriation	390,905.00	32,575.45	293,881.25	97,023.75	75%
36	Gratiot Co - Appropriation	295,540.00	24,628.30	221,655.00	73,885.00	75%
37	Montcalm Co - Appropriation	429,033.00	32,487.80	292,391.00	136,642.00	68%
38	Prior Year Adjustments	0.00	0.00	-638.61	638.61	0%
39	Space Occupancy	260,570.00	21,073.00	189,022.00	71,548.00	73%
40	Deferred Revenues - Other	33,000.00	0.00	0.00	33,000.00	0%
	TOTAL REVENUE:	6,213,097.00	521,952.13	4,572,941.31	1,640,155.69	74%
	W/O SPACE & VFC	5,652,527.00	485,650.46	4,242,277.26	1,410,249.74	75%

Mid-Michigan District Health Department **JUNE** **75%** **FY 2018** **AP: 9**

Expenditure **Revenue and Expenditure Report**

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Board of Health Per Diem	3,000.00	388.00	2,985.00	15.00	100%
2	Salaries	3,391,231.00	256,035.16	2,459,993.09	931,237.91	73%
3	FICA	259,429.00	18,809.99	181,960.46	77,468.54	70%
4	Health Insurance	693,473.00	51,738.23	490,019.83	203,453.17	71%
5	Dental Insurance	45,122.00	3,050.43	29,863.56	15,258.44	66%
6	Retirement	264,353.00	22,471.26	217,991.42	46,361.58	82%
7	Work Comp	39,337.00	1,518.50	14,908.00	24,429.00	38%
8	Unemployment Comp	5,000.00	1,744.00	8,984.00	-3,984.00	180%
9	Life Insurance	5,357.00	471.33	4,213.80	1,143.20	79%
10	Physicals/memberships	0.00	0.00	400.00	-400.00	0%
11	Printed Materials	5,400.00	178.16	2,988.91	2,411.09	55%
12	Postage	17,875.00	999.75	20,442.58	-2,567.58	114%
13	Office Supplies	52,620.00	12,289.81	36,702.84	15,917.16	70%
14	Computer/Printer Supplies	8,500.00	2,552.56	21,623.93	-13,123.93	254%
15	Medical Supplies	67,850.00	2,632.08	53,860.63	13,989.37	79%
16	CD Meds Biologics	69,000.00	9,255.67	57,591.97	11,408.03	83%
17	VFC Supplies	300,000.00	15,228.67	141,642.05	158,357.95	47%
18	Contractual Services	263,000.00	18,140.16	223,799.87	39,200.13	85%
19	Legal Expenses	4,000.00	419.30	5,373.44	-1,373.44	134%

20	Communications	69,450.00	6,628.86	53,469.57	15,980.43	77%
21	Travel	138,900.00	12,942.03	116,550.74	22,349.26	84%
22	Advertising & Recruitment	4,750.00	11,520.00	31,062.37	-26,312.37	654%
23	Liability Insurance	32,000.00	2,801.40	25,212.10	6,787.90	79%
24	Equipment Maintenance/Lease	51,380.00	4,281.40	41,830.87	9,549.13	81%
25	Rent	30,200.00	2,366.67	22,698.00	7,502.00	75%
26	Space Occupancy	260,570.00	21,073.00	189,022.00	71,548.00	73%
27	Training	26,500.00	4,422.61	20,354.56	6,145.44	77%
28	Memberships/Certifications/Subscriptions	14,300.00	0.00	17,419.73	-3,119.73	122%
29	Tuition Reimbursement	2,000.00	0.00	0.00	2,000.00	0%
30	Laboratory	2,500.00	342.90	2,522.24	-22.24	101%
31	Behavioral Risk Factor Survey	21,000.00	0.00	44,046.20	-23,046.20	210%
32	Misc Other Expense	1,000.00	0.00	20.00	980.00	2%
33	Computer Support	59,000.00	37,662.92	63,843.78	-4,843.78	108%
34	Service Charges/Credit Card Fees	5,000.00	808.73	6,509.03	-1,509.03	130%
35	Equipment	0.00	0.00	0.00	0.00	0%
36	BOH approved capital expenses	0.00	0.00	0.00	0.00	0%
	TOTAL EXPENSES	6,213,097.00	522,773.58	4,609,906.57	1,603,190.43	74%
	W/O SPACE & VFC	5,652,527.00	486,471.91	4,279,242.52	1,373,284.48	76%
	Revenue Over Expenditures (Deficit)	0.00	-821.45	-36,965.26	36,965.26	0%
	Revenue Over Expenditures (Deficit) without BOH approved capital expense	0.00	-821.45	-36,965.26	36,965.26	0%

MMDHD BALANCE SHEET AS OF	6/30/2018
CURRENT ASSETS	
CASH TO TREASURER	$2,409,001.00
CASH ON DEPOSIT/IMPREST CASH	3,240.00
ACCOUNTS RECEIVABLE/CASH IN TRANSIT	38,253.86
DUE FROM GOVERNMENTAL AGENCIES	430,961.53
INVENTORY - VFC IMMS	54,163.37
PREPAIDS	102,529.00
TOTAL ASSETS	3,038,148.76
LIABILITIES AND FUND BALANCE	
ACCOUNTS PAYABLE	($30,618.38)
PAYROLL DEDUCTIONS	(548.53)
PAYROLL PAYABLES	226,708.71
OTHER ACCRUED PAYABLES	-
TRUST FUNDS	84,168.86
DEFERRED REVENUE PRIOR YEAR	12,412.64
DEFERRED REV DENTAL OUTREACH	167,413.00
DEFERRED REVENUE MCDC	105,000.00
DEFERRED REVENUE-VFC IMMS	54,163.37
FUND BALANCE RESTRICTED DENTAL	99,483.71
FUND BALANCE	188,529.90
FUND BALANCE EQUIPMENT	489,494.46
FUND BALANCE FACILITY DEV	124,580.00
FUND BALANCE SELF INS BONDS	13,949.72
FUND EQUITY-FUTURE RETIREMENT	608,829.80
FUND EQUITY-COMPENSATED LEAVES	488,257.76

FUND EQUITY-UNEMPLOYMENT	55,000.00
FUND EQUITY-TRAINING	35,000.00
FUND EQUITY/BRFS	11,522.00
FUND BALANCE-HEALTH INSURANCE	160,000.00
FUND BALANCE-POTENTIAL CLAIMS	181,767.00
BALANCE SHEET NET INCOME	$ (36,965.26)
TOTAL LIABILITIES	3,038,148.76
TOTAL NET INCOME	0.00

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT
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MARK W. (MARCUS) CHEATHAM
Health Officer

JENNIFER MORSE, MD, MPH, FAAFP
Medical Director

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Board of Health Action Sheet

Date: July 25, 2018	Administrator: Melissa Bowerman Director of Administrative Services
Subject: Bank Signatures on Agency Accounts	☐ **Information Only** ☒ **Action Needed**

I. Authority For This Action:

☒ Local Policy
☐ Law or Rule Public Health Code, Act 368 of 1978, MCL 333.2417

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

The Mid-Michigan District Health Department (MMDHD) currently has three authorized signatories on their bank accounts including Marcus Cheatham, Melissa Bowerman and Andrea Tabor. In the past couple of years, it has become increasingly difficult to coordinate getting signatures in a timely manner as schedules have pulled each of the current authorized signers out of the office more frequently than in the past. Therefore, MMDHD would like to add Liz Braddock as an authorized signer to give more redundancy to aide in getting checks signed on a weekly basis.

III. Strategic Objective, Health Issue, or other Need Addressed: None
(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.)

IV. Fiscal Impact and Cost: None
(Immediate, ongoing, and future impact.)

V. Alternatives Considered: None
(Scope of options reviewed. Reasons for rejecting alternatives.)

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 am requesting that the Board of Health approve the following staff be authorized on all Mid-Michigan District Health Department bank accounts – Chemical Bank Montcalm Branch Office/Main Office in

Stanton, First Bank for the Clinton Branch Office in St. Johns, and Commercial Bank for the Gratiot Branch Office in Ithaca:

- Marcus Cheatham, Health Officer
- Melissa Bowerman, Director of Administrative Services
- Andrea Tabor, Director of Community Health and Education
- Liz Braddock, Environmental Health Director

VII. Monitoring and Reporting Time Line:
(Evaluation method and timeline. Next report to the Board.)

No future report to the BOH is needed unless requested.

Second-Hand Vape

E-cigarettes have become increasing popular. Compared to smoking traditional cigarettes, they likely are less harmful, but aren't harm-free. E-cigarettes don't make smoke or vapor between puffs, however e-cigarettes create second-hand vapor when the first-hand vapor is exhaled by the smoker (Fernández, & Martínez-Sánchez, 2016). The amount of chemicals and toxins in this second-hand vapor depends mainly on how much was in the first-hand vapor to begin with (Fernández, & Martínez-Sánchez, 2016). Blood testing for nicotine has proven that second-hand vapor is taken in by bystanders near someone smoking e-cigarettes (Fernández, & Martínez-Sánchez, 2016).

Second-hand vapor contains the same toxic chemicals as first-hand vapor (Fernández, & Martínez-Sánchez, 2016). The vapor from e-cigarettes contains many unsafe things (Rigotti, 2018). The main ingredient in vapor liquid used in e-cigarettes is propylene glycol or glycerol (Rigotti, 2018). When propylene glycol is heated to a high temperature, it may form propylene oxide, which has been found to be a likely cause of cancer (Rigotti, 2018). Glycerol produces acrolein, a toxic chemical that is also found in cigarettes (Rigotti, 2018). Both propylene glycol and glycerol break down into formaldehyde and acetaldehyde, two toxins known to cause cancer (Rigotti, 2018). Several other toxins and cancer causing agents are present in e-cig vapor including: nitrosamines, carbonyl compounds, volatile organic compounds, phenolic compounds, and metals including lead (Rigotti, 2018).

E-cigarettes also release very tiny particles into the air called fine and ultrafine particles (Protano, et al, 2017). Pollution caused by small particles is felt to be one of the most serious environmental risks to public health at this time, linked to heart and lung disease, degenerative diseases of the nervous system, and poor outcomes in babies exposed before birth (Protano, et al, 2017). Whether exposed to e-cigarettes or traditional cigarettes, the amount of ultrafine particles taken up by the body is higher the younger a person is, meaning that infants absorb the highest amount of these harmful particles (Protano, et al, 2017). These small particles tend to settle in the deep portions of the lungs, causing inflammation, and even enter the blood stream where they can travel to other organs and cause damage (Protano, et al, 2017). In infants and young children, these small particles are even able to pass through the olfactory nerve, the nerve in the nose that provides our sense of smell, and travel into the brain (Protano, et al, 2017).

There is also third-hand exposure to vapor from e-cigarettes caused from nicotine and other chemicals and particulate materials that have deposited on surfaces. People are exposed by touching these items, getting them in their mouth, or inhaling dust (Brandon, et al, 2015). In particular, nicotine is very difficult to remove from surfaces and fine particles remain on surfaces long after an e-cigarette was used (Brandon, et al, 2015; Protano, et al, 2017). Nicotine is the main ingredient in most e-cigarette liquids. Nicotine can affect the development of a fetus as it develops during pregnancy, and experienced e-cigarette users have been found to get more nicotine in their body than cigarette users (WHO, 2016; Rigotti, 2018). Children exposed to nicotine before birth, as well as teens exposed to nicotine may have long-term consequences to brain development, potentially leading to learning and anxiety disorders (WHO, 2016). Nicotine may also contribute to heart disease and may encourage cancer development (WHO, 2016). There are thousands of different vapor liquid flavors and certain ones, particularly popcorn, cinnamon, cherry, and other sweet flavoring, have been found to cause irritation, inflammation, and damage to the tissue in our airway, making those exposed to the vapor more likely to get viral infections (WHO, 2016).

There are other risks to children besides second-hand vapor. From 2012 to 2015, over 1,800 calls were made to poison control in the United States regarding children less than 2 years of age having exposures to e-cigarettes or e-cig liquids (Peterson, & Hecht, 2017). The liquid used in e-cigarettes, whether it is swallowed or absorbed through the skin, can cause seizures, lactic acidosis, anoxic brain injury, and death (Rigotti, 2018). E-cigarette devices have been found to malfunction either during or between use, causing burns to the face, hands, thigh and/or groin (Rigotti, 2018). Kids and teens that see parents using e-cigarettes may see it as safer and acceptable and have easier access to e-cigarettes. Unfortunately, teens and young adults that use e-cigarettes are 3.5 times more likely to start smoking cigarettes than those that haven't used e-cigarettes (Rigotti, 2018).

Monthly Board of Health Recommendation:

1. *Second- and third-hand vaping is not harmless and all the harms at this time are not known.*
2. *E-cigarettes and e-cigarette liquid should be kept out of reach of children as they can be a risk.*
3. *E-cigarette use by children and teens must be discouraged as it increases their likelihood of cigarette use.*

References

Rigotti, N. E-cigarettes. In: UpToDate, Stoller, J., Melin, J.,(Ed), UpToDate, Waltham, MA. (Accessed on June 26, 2018.)

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World Health Organization. (2016). Electronic nicotine delivery systems and electronic non-nicotine delivery systems (ENDS/ENNDS).

Brandon, T. H., Goniewicz, M. L., Hanna, N. H., Hatsukami, D. K., Herbst, R. S., Hobin, J. A., ... & Viswanath, K. (2015). Electronic nicotine delivery systems: a policy statement from the American Association for Cancer Research and the American Society of Clinical Oncology. Clinical Cancer Research.

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT
QUARTERLY SERVICE REPORT

FY 17/18
Third Quarter, April 1, 2018 - June 30, 2018

This report provides information regarding essential programs operated by the Mid-Michigan District Health Department, on a county-by-county and a district-wide basis. Planned and actual service activities by program are included. Data is also organized in columns to provide comparisons of program data over two (2) periods: 1) Current Quarter and 2) Year-To-Date/Same Period, Previous Year. For additional information or clarification of the data presented in this report, please contact the Health Officer at (989) 831-3614.

COMMUNITY HEALTH AND EDUCATION PROGRAMS ..... Pages 1 & 2

ENVIRONMENTAL HEALTH PROGRAMS ..... Page 3

Dated: July 25, 2018

Mark W. (Marcus) Cheatham, Ph.D.
Health Officer

Mid-Michigan District Health Department
Program Listing

Community Health and Education Division Programs

WOMEN, INFANT AND CHILDREN (WIC) NUTRITION PROGRAM: The WIC program is a federally-funded health and nutrition program designed to improve health outcomes for eligible women, infants and children. This is accomplished by providing nutritious food, nutrition education, breastfeeding promotion and support, and referrals to health and other services. Each year, the clients spend approximately $2.7 million worth of benefits in the local stores and food panties throughout our district.

FLUORIDE VARNISH PROGRAM: The Fluoride Varnish program provides dental screenings and fluoride varnish applications to children 0-5 years of age. Fluoride varnish is a material that is painted on teeth to prevent decay. The services are provided in the WIC clinics, Head Start centers and Great Start Readiness Preschools.

FAMILY PLANNING (FP) PROGRAM: FP services help women and men determine if and when they want to have a child. Services include screening for breast and cervical cancer, sexually transmitted infections (STI's) and other health issues, in addition to providing a full range of birth control information and supplies. The program promotes maternal health through client education, counseling and referral to community resources for social and medical issues. Services are strictly confidential and provided on a sliding fee scale.

CHILDRENS SPECIAL HEALTH CARE SERVICES (CSHCS): The Mid-Michigan District Health Department (MMDHD) serves as the local representative for the Michigan Department of Community Health CSHCS program. CSHCS are for children and some adults with special health care needs. Family-centered services include case management and care coordination to assist families in accessing and navigating complex medical specialty systems. Clients are assessed and referred to community resources.

INTERNATIONAL BOARD CERTIFIED LACTATION CONSULTANT®: Providing expert breastfeeding support and education. Serving pregnant and breastfeeding women with or without insurance. Client can be seen in our office or the comfort of their own home. Lactation consultant has personal breastfeeding experience.

IMMUNIZATION PROGRAM: The Immunization Program provides vaccinations for preventable diseases for children, teens and adults. The Vaccines for Children (VFC) program provides vaccines at no cost to eligible children, from birth through 18 years of age, who are on Medicaid, have no health insurance, or meet other qualifying conditions.

ACUTE COMMUNICABLE DISEASE/TB CONTROL PROGRAM: The Communicable Disease (CD) program provides surveillance, reporting, controlling and preventing infectious diseases in the community. The TB Control program provides diagnosis, treatment and prevention of tuberculosis in cooperation with the family physician and or the MMDHD Medical Director. Medication is provided for treatment and prevention of TB.

Mid-Michigan District Health Department
Program Listing

SEXUALLY-TRANSMITTED INFECTIONS (STI)/HIV COUNSELING, TESTING and CONTROL PROGRAM: STI services include diagnosis, treatment, counseling and partner notification for STI exposures. STI prevention education is provided with the goal of decreasing costly complications from infections, and saving substantial public and private healthcare dollars. Services are strictly confidential. Anonymous and confidential HIV counseling and testing is also provided. Clients needing treatment or follow-up are referred to the regional provider of these services.

HEARING SCREENING PROGRAM: By law, all children must be screened for hearing at least once between the ages of three and five years old, in kindergarten, second, and fourth grades. Early identification of hearing problems can prevent developmental, social and emotional delays. Children identified with hearing problems are referred to physicians for further evaluation.

VISION SCREENING PROGRAM: Vision screening takes place at least once between the ages of three and five years old, first, fifth, and seventh grades. Early identification of vision problems can enhance academic achievement and prevent permanent loss of vision. Children identified with vision problems are referred for follow-up.

PATHWAYS TO BETTER HEALTH: Home visits by a Community Health Worker to provide referrals to community services, link clients with primary care and preventive health care services, as well as reduce unneeded hospitalizations and emergency room visits. The goal is to connect clients to services to enhance health outcomes.

Mid-Michigan District Health Department
Program Listing

Environmental Health Division Programs

FOOD SERVICE SANITATION PROGRAM: Periodic inspections of food service establishments, and mobile food units for compliance with public health standards; includes recommendations for licensures, review of plans and specifications for new and remodeled establishments, educational activities, and inspections of temporary food service events.

ON-SITE SEWAGE DISPOSAL PROGRAM: Assures the adequate and proper disposal of wastewater in areas not served by public sewage systems; accomplished through proper design, inspection and management of various methods of sewage effluent disposal.

WATER QUALITY CONTROL (PRIVATE, PUBLIC, AND NON-COMMUNITY WATER SUPPLY PROGRAM): Protects sources of drinking water, assures proper plugging of abandoned wells, and assures private/public water supplies are constructed, maintained, and operated in compliance with state and federal safe drinking water supply standards. Inspections, consultations, and water system approvals are activities included within the program.

NUISANCE ABATEMENT PROGRAM: Investigation and management of complaints alleged, including public or private nuisances or unsanitary conditions.

Quarterly Service Report

Mid-Michigan District Health Department

Community Health & Education Services

District Wide (DW)

QTR Verified by Div Dir			
1st	2nd	3rd	4th
x	x	x	

COMMUNITY HEALTH & EDUCATION PROGRAMS	Clinton 2017/2018				Gratiot 2017/2018				Montcalm 2017/2018				DW Year To Date 2017/2018				YTD FY Total	FY Goal	DW Prev. Year to Date 2016/2017			
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th			1st	2nd	3rd	4th
WOMEN, INFANTS & CHILDREN																						
A. Clients Served	861	820	802		1118	1120	1092		1626	1643	1622		3605	3583	3516	0	**3516**	**3700**	3874	3844	3750	3665
B. Client Visits	856	758	818		1128	1125	1101		1752	1700	1725		3736	3583	3644	0	**10963**	**14800**	3436	3810	3883	3526
FAMILY PLANNING																						
A. Clients Served	91	72	73		104	114	107		101	102	114		296	288	294	0	**571**	**750**	307	283	300	285
B. Client Visits	103	85	83		114	130	124		111	112	136		328	327	343	0	**998**	**1500**	340	338	346	313
IMMUNIZATION																						
A. Clients Served	292	189	258		274	186	105		324	227	229		890	602	592	0	**1898**	**3000**	1007	405	344	754
B. Client Visits	314	205	272		295	198	112		342	242	248		951	645	632	0	**2228**	**3200**	1056	440	371	785
C. Immunizations Administered	584	375	491		507	350	235		711	507	531		1802	1232	1257	0	**4291**	**5700**	1861	1081	831	1363
CHILDREN SPECIAL HEALTH CARE																						
A. Clients Served	129	136	140		47	90	94		177	171	188		353	397	422	0	**756**	**720**	329	290	393	385
B. Billable Client Contacts	18	26	20		15	25	17		38	30	27		71	81	64	0	**216**	**400**	85	50	96	86
C. Non-Billable Client Contacts	269	295	280		83	153	185		232	232	262		584	680	727	0	**1991**	**2000**	467	444	611	602
COMMUNITY HEALTH WORKER																						
A. Active Clients	62	46	43		35	34	0*		27	33	18		124	113	####	0	**61**	**N/A**	N/A	90	84	103
B. In Person Client Contacts	85	108	105		40	54	38		47	49	51		172	211	194	0	**577**	**N/A**	N/A	142	168	244
COMMUNICABLE DISEASE/TB CONTROL																						
A. Case Count	149	223	152		77	91	75		134	151	133		360	465	360	0	**1185**	**N/A**	337	446	450	406
SEXUALLY TRANSMITTED DISEASE CONTROL																						
A. Clients Served	20	13	9		23	17	16		10	18	21		53	48	46	0	**147**	**N/A**	45	66	32	40
B. Client Visits	20	13	9		23	17	16		10	18	21		53	48	46	0	**147**	**N/A**	50	66	32	40

Note: due to Molly's departure and the way data is pulled from the HUB, we know CHW is not accurate this quarter.

Quarterly Service Report

Mid-Michigan District Health Department

Community Health & Education Services

District Wide (DW)

QTR Verified by Div Dir			
1st	2nd	3rd	4th
x	x	x	

COMMUNITY HEALTH & EDUCATION PROGRAMS	Clinton 2017/2018				Gratiot 2017/2018				Montcalm 2017/2018				DW Year To Date 2017/2018				YTD FY Goal	FY Goal	DW Prev. Year to Date 2016/2017			
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th			1st	2nd	3rd	4th
HEARING SCREENING																						
A. # of Screenings	813	1031	902		872	826	258		1536	1354	497		3221	3211	1657	0	**8089**	**8000**	3505	3265	1348	294
VISION SCREENING																						
A. # of Screenings	1523	1532	1173		829	1272	997		1999	2013	1084		4351	4817	3254	0	**12422**	**12200**	4229	5130	3185	270
FLUORIDE VARNISH																						
A. # of Clients Served during Clinic	0	9	1		1	35	42		57	133	90		58	177	133	0	**368**	**300**	25	177	141	184
BLOOD LEAD																						
A. Clients Served	60	59	68		77	90	72		136	143	130		273	292	270	0	**829**	**1000**	273	343	288	311
BREAST & CERVICAL CANCER CONTROL																						
A. Clients Served	5	2	4		3	4	5						8	6	9	0	**14**	**35**	6	8	6	11
HIV SCREENING																						
A. Clients Served	2	1	0		6	1	3		4	4	10		12	6	13	0	**18**	**N/A**	18	11	10	15
LACTATION CONSULTANT (IBCLC)																						
A. Clients Served			0				4				0				4	0	**4**	**15**	N/A	N/A	N/A	N/A
B. Client Visits			0				5				0				5	0	**5**	**20**	N/A	N/A	N/A	N/A

Quarterly Service Report

Mid-Michigan District Health Department

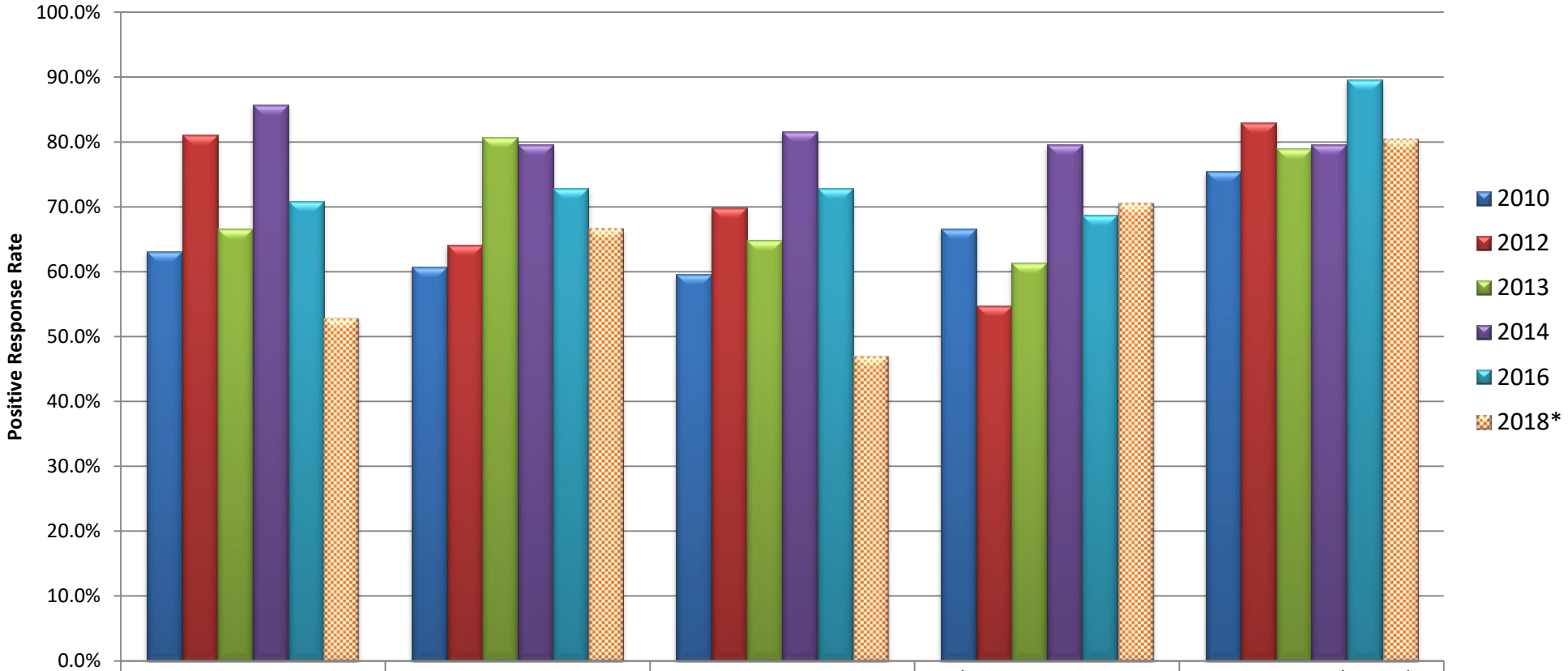
Environmental Health Services

District Wide (DW)

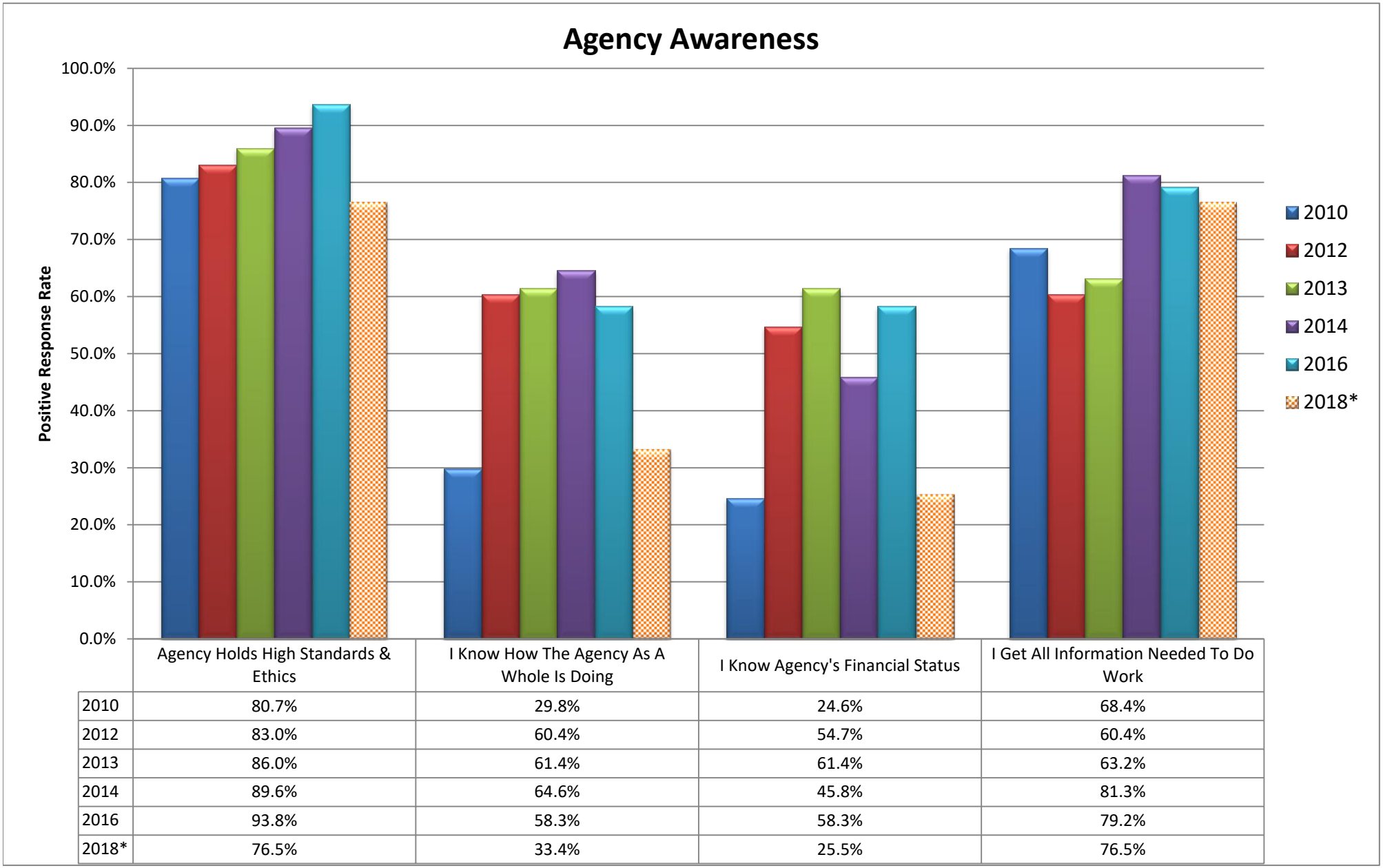
QTR Verified by Div Dir			
1st	2nd	3rd	4th
x	x	x	

ENIVRONMENTAL HEALTH PROGRAMS	Clinton 2017/2018				Gratiot 2017/2018				Montcalm 2017/2018				DW Year To Date 2017/2018				YTD FY Total	FY Goal	DW Prev. Year to Date 2016/2017			
	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th	1st	2nd	3rd	4th			1st	2nd	3rd	4th
FOOD SERVICE SANITATION																						
A. # of Licensed Establishments (Fixed, Vending, Mobile)	186	199	202		132	140	141		188	192	194		506	531	537	0	**537**	**530**	529	530	534	541
B. # of Temporary Food Licenses	8	0	11		18	8	10		11	4	19		37	12	40	0	**89**	**170**	49	16	36	97
C. # of Completed Inspections (Fixed, Vending, Mobile)	133	68	125		79	58	74		83	101	86		295	227	285	0	**807**	**N/A**	252	287	198	117
1. Routine	117	56	119		76	50	69		76	84	81		269	190	269	0	**728**	**N/A**	218	227	168	99
2. Follow-up	16	12	16		3	8	5		7	17	5		26	37	26	0	**89**	**N/A**	34	60	30	18
E. Licensed Establishment Plan Review	2	5	4		2	4	1		3	3	5		7	12	10	0	**29**	**30**	4	11	15	5
F. Enforcement Activities	0	1	0		0	0	1		0	2	2		0	3	3	0	**6**	**N/A**	2	4	3	1
G. # of Advanced Food Training Participants	11	0	1		12	15	7		24	0	51		47	15	59	0	**121**	**TBD**	34	35	10	38
ON-SITE SEWAGE DISPOSAL																						
A. # of Permit Applications Issued	41	17	49		18	8	18		51	34	109		110	59	176	0	**345**	**347**	79	98	171	154
B. Parcels Evaluated (vacant lands)	44	29	73		16	7	26		61	41	116		121	77	215	0	**413**	**130**	39	37	64	50
C. Inspections Conducted during and/or after construction	31	13	52		15	5	31		72	21	67		118	39	150	0	**307**	**N/A**	278	76	232	243
WATER QUALITY CONTROL (Private, Public, Non-Comm)																						
A. # of Permit Applications Issued	25	14	44		26	16	25		75	65	120		126	95	189	0	**410**	**540**	121	113	166	176
B. # of Site Inspections of Completed Water Well Systems	41	19	20		26	21	12		57	58	57		124	98	89	0	**311**	**100%**	104	99	75	184
C. # of Approvals Issued for Newly Completed Water Well Systems	25	24	12		15	14	14		41	52	45		81	90	71	0	**242**	**80%**	112	87	66	163
NUISANCE ABATEMENT																						
A. # of Complaints Submitted	17	2	9		20	11	8		22	16	32		59	29	49	0	**137**	**N/A**	60	81	88	77
1. Initial Visit	9	3	8		12	12	13		18	9	22		39	24	43	0	**106**	**N/A**	30	43	54	41
2. Follow-up Visit	8	5	12		8	29	20		4	9	7		20	43	39	0	**102**	**N/A**	30	38	34	36

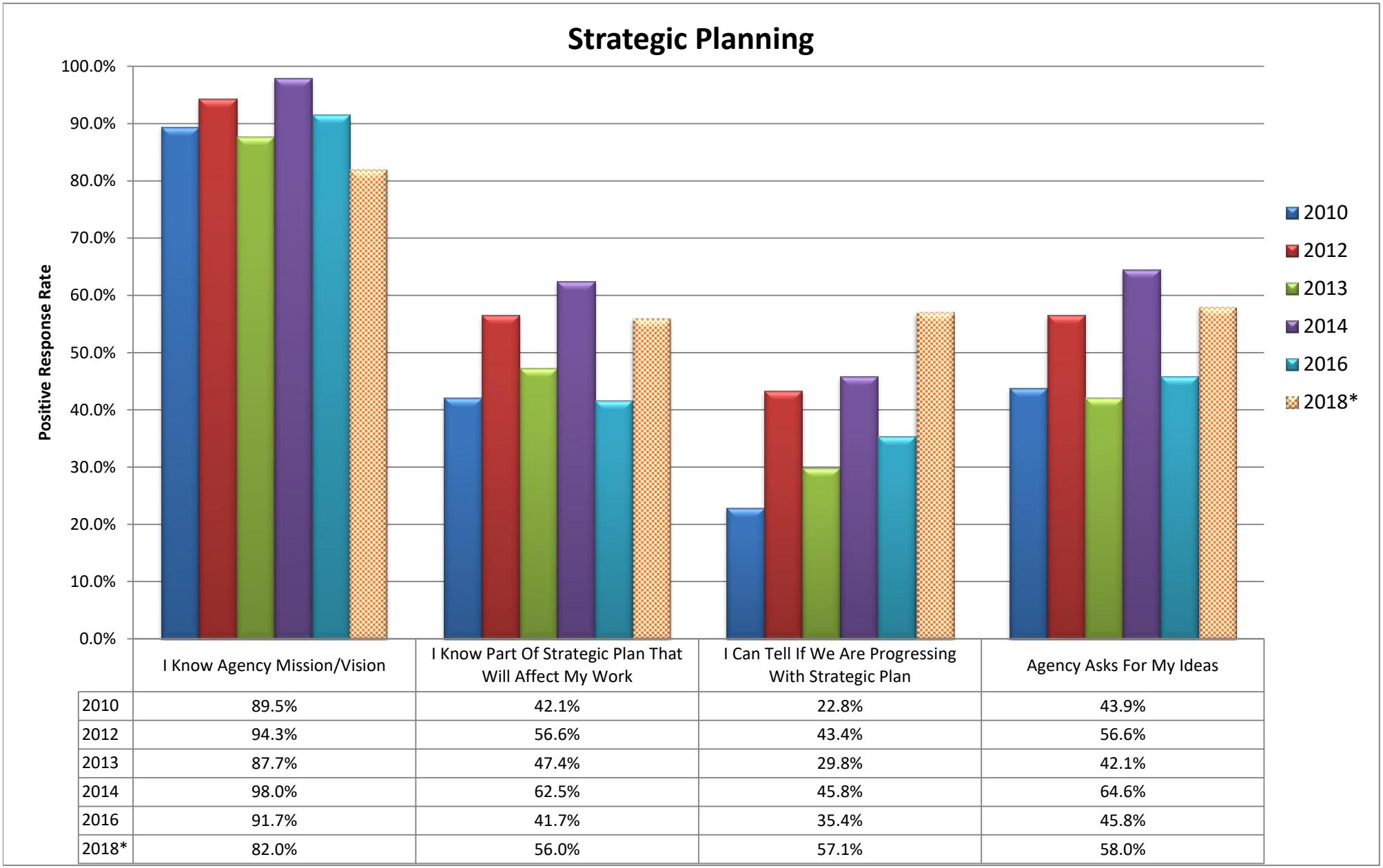
Agency Leadership



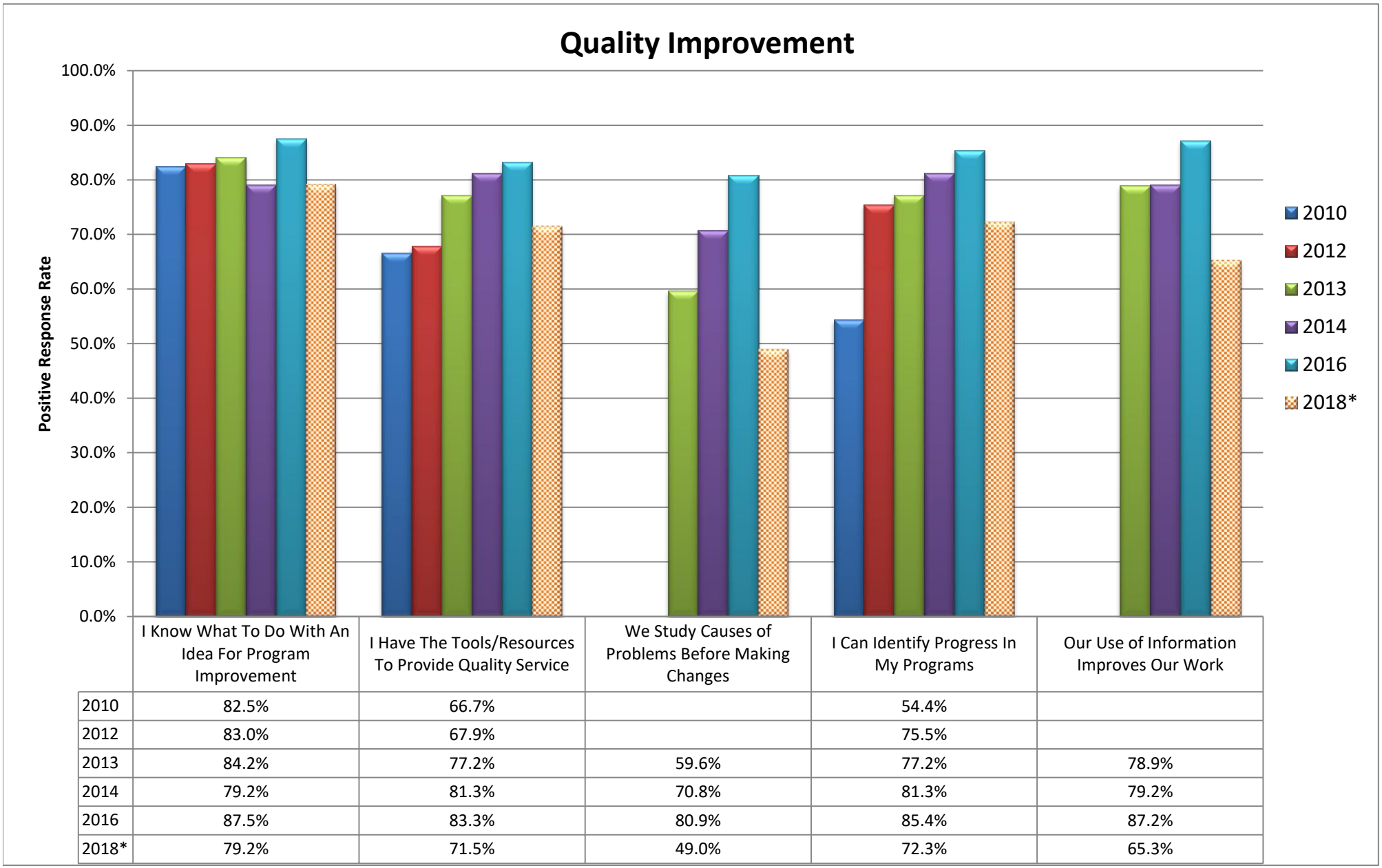
	Leadership Uses Guiding Principles	Leaders Create Favorable Work Environment	Leaders Share Information About Agency	Leaders Encourage Learning By Providing Challenges And Responsibilities	I Am Encouraged To Make Decisions To Solve Problem For Client
2010	63.2%	60.7%	59.6%	66.7%	75.4%
2012	81.1%	64.2%	69.8%	54.7%	83.0%
2013	66.7%	80.7%	64.9%	61.4%	78.9%
2014	85.7%	79.6%	81.6%	79.6%	79.6%
2016	70.8%	72.9%	72.9%	68.8%	89.6%
2018*	52.9%	66.7%	47.1%	70.6%	80.4%



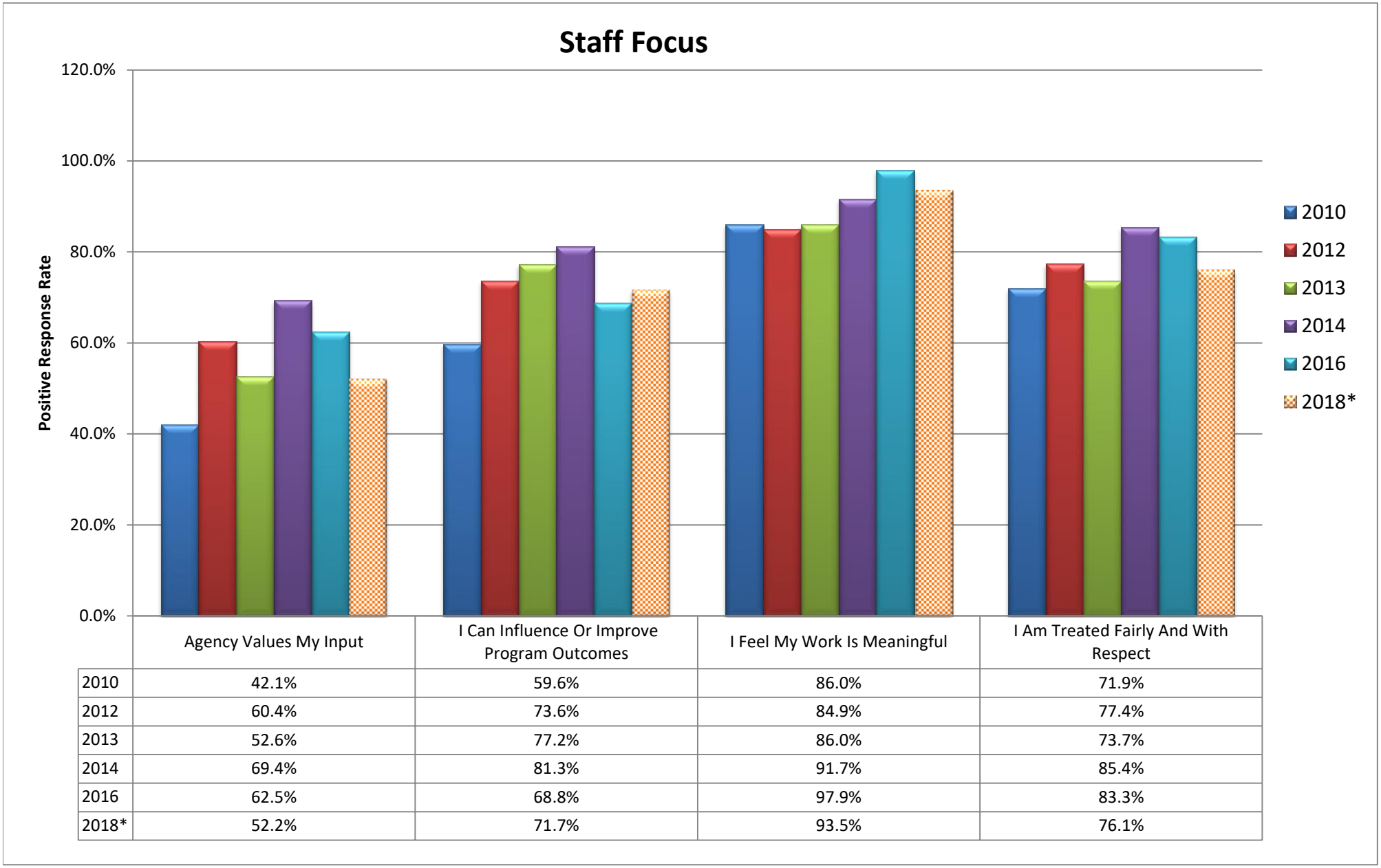
	Agency Holds High Standards & Ethics	I Know How The Agency As A Whole Is Doing	I Know Agency's Financial Status	I Get All Information Needed To Do Work
2010	80.7%	29.8%	24.6%	68.4%
2012	83.0%	60.4%	54.7%	60.4%
2013	86.0%	61.4%	61.4%	63.2%
2014	89.6%	64.6%	45.8%	81.3%
2016	93.8%	58.3%	58.3%	79.2%
2018*	76.5%	33.4%	25.5%	76.5%



	I Know Agency Mission/Vision	I Know Part Of Strategic Plan That Will Affect My Work	I Can Tell If We Are Progressing With Strategic Plan	Agency Asks For My Ideas
2010	89.5%	42.1%	22.8%	43.9%
2012	94.3%	56.6%	43.4%	56.6%
2013	87.7%	47.4%	29.8%	42.1%
2014	98.0%	62.5%	45.8%	64.6%
2016	91.7%	41.7%	35.4%	45.8%
2018*	82.0%	56.0%	57.1%	58.0%

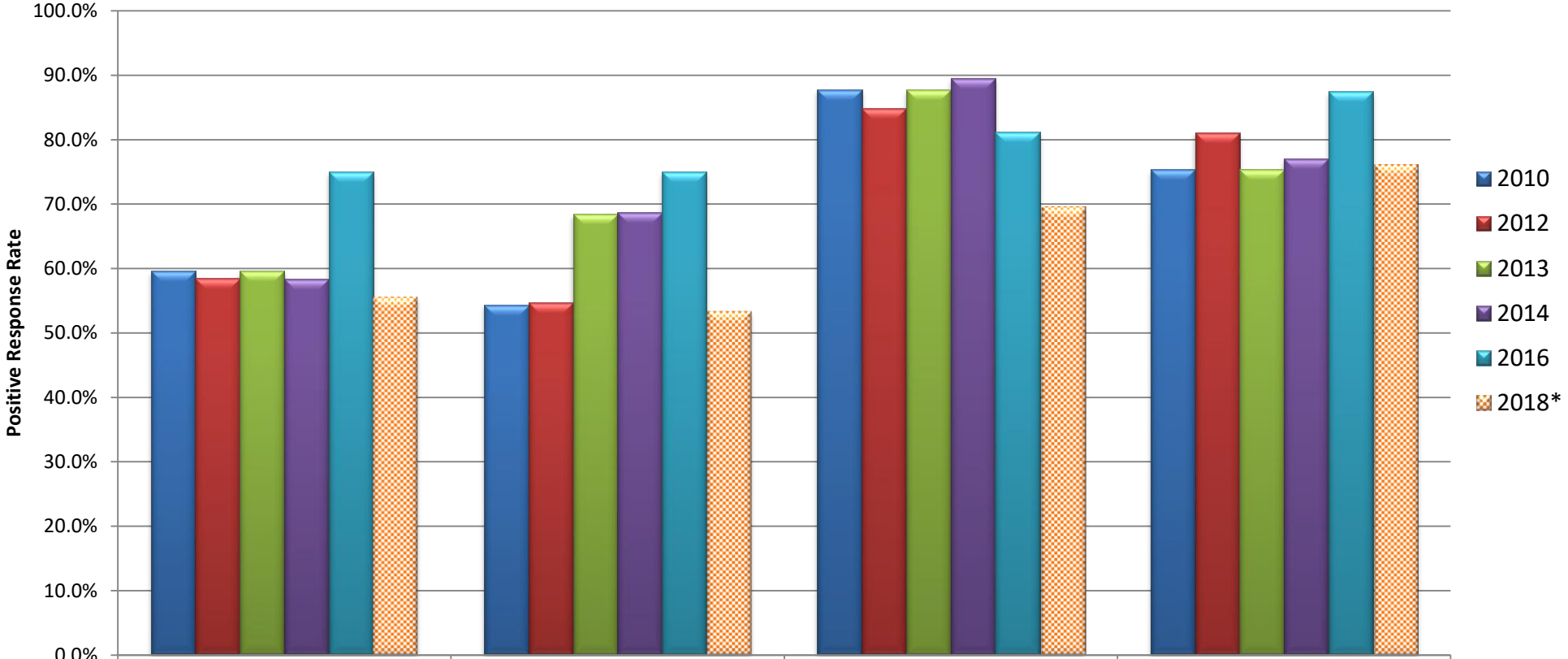


	I Know What To Do With An Idea For Program Improvement	I Have The Tools/Resources To Provide Quality Service	We Study Causes of Problems Before Making Changes	I Can Identify Progress In My Programs	Our Use of Information Improves Our Work
2010	82.5%	66.7%		54.4%	
2012	83.0%	67.9%		75.5%	
2013	84.2%	77.2%	59.6%	77.2%	78.9%
2014	79.2%	81.3%	70.8%	81.3%	79.2%
2016	87.5%	83.3%	80.9%	85.4%	87.2%
2018*	79.2%	71.5%	49.0%	72.3%	65.3%



	Agency Values My Input	I Can Influence Or Improve Program Outcomes	I Feel My Work Is Meaningful	I Am Treated Fairly And With Respect
2010	42.1%	59.6%	86.0%	71.9%
2012	60.4%	73.6%	84.9%	77.4%
2013	52.6%	77.2%	86.0%	73.7%
2014	69.4%	81.3%	91.7%	85.4%
2016	62.5%	68.8%	97.9%	83.3%
2018*	52.2%	71.7%	93.5%	76.1%

Staff Focus (cont.)



	I Am Recognized For My Work	I Get Adequate Feedback On Quality Of Work	Co-Workers Cooperate and Work As Team	I am satisfied with my job
2010	59.6%	54.4%	87.7%	75.4%
2012	58.5%	54.7%	84.9%	81.1%
2013	59.6%	68.4%	87.7%	75.4%
2014	58.3%	68.8%	89.6%	77.1%
2016	75.0%	75.0%	81.3%	87.5%
2018*	55.6%	53.4%	69.6%	76.1%

Mid-Michigan District Health Department (MMDHD)
Grant Funding Activity
July 25, 2018

- **Michigan Department of Health and Human Services (MDHHS)** – The MMDHD was recently awarded $52,394 from the MDHHS to continue work on the Shared Approach to Delivery Services grant. The project begins October 1, 2018 and continues through September 30, 2019.

- **Clinton County Drug-Free Communities (DFC) Grant** – The MMDHD is awaiting word that continuation funding estimated to be $10,395 for year 5 of the Clinton County DFC grant has been approved for FY 18/19.

- **Gratiot County Substance Abuse Coalition** – MMDHD was awarded $5,000 to support activities performed by Rex Hoyt, Data Specialist for the Gratiot Drug Free Communities Grant for FY 17/18. Rex will be working with the Gratiot County Substance Abuse Coalition on local data collection and strategic planning in addition to technical assistance and specific guidance to effectively collect data, plan strategically, and identify appropriate resources for the provision of prevention programs, policies, and practices.

- **The Kresge Foundation, Kresge Emerging Leaders in Public Health** – As previously reported, MMDHD submitted a proposal in the amount of $125,000 to develop an innovative concept to promote health in our jurisdiction – "the holistic health department". Unfortunately, the agency's proposal was not funded.

LOCAL HEALTH DEPARTMENT SITUATION REPORT (SITREP) Updated 11/17/17

Workplan (WP) activities are referenced in this document according to the WP Objective and Activity Number (i.e., WP #2.1)

SECTION 1: CURRENT STATUS

Report Type		**Report Status**	**Report Creation Date**
☐ INITIAL	☑ UPDATE # 22	☑ Advisory: No Action Required	Report Date: 7/11/18
	☐ FINAL	☐ Alert: Action Required *see "Critical Issues"*	

Incident / Event Information			**User Information**
Region: 1	Local Health Jurisdiction: Mid-Michigan District Health Department		Report Creator: Hailey Brewer
Incident / Event Name: Hepatitis A Outbreak Response	Incident Date:	Incident Time:	Position: Emergency Preparedness Coordinator
Incident Location / Address:	Incident City: Montcalm Co; Clinton Co; Gratiot Co		Phone: 989-831-3662
Incident Type: Communicable Disease	Estimated Population Affected:		Cell Phone: 989-763-3577
Status: ☑ NO CHANGE ☐ IMPROVING ☐ WORSENING			Email: hbrewer@mmdhd.org

Current Local Public Health System Condition:

☐ Normal Operations: (Update: Situation Resolved)	☐ Assistance from within the jurisdiction Required	☐ SIGNIFICANT Assistance required from outside the jurisdiction
☑ Under Control: NO Assistance Required	☐ SOME Assistance required from outside the jurisdiction	☐ Conducting Assessments

Activations:

☐ LHD ECC or EOC Active	☐ County EOC Active
☑ OTHER: *(explain in Current Situation)*	☐ County EOC Behavioral Health Branch Active

SECTION 1: CURRENT STATUS (Continued)

Current Situation: (Provide detailed Situational Awareness Information)

MMDHD is waiting to see the results of the typing from the state to determine if the individual is linked to the outbreak.

Carnival of Chaos- hand washing stations will be delivered for the carnival on Wednesday or Thursday July 11th. Environmental health staff will set up the 12 yard sale signs on the Thursday before the festival and hand out golden ticket fliers to all food vendors and festival staff to hand out at the gates when attendees are arriving. Fliers were distributed to 29 locations throughout Montcalm county that festival attendees may attend (gas stations, restaurants, bars, grocery store, etc). The golden ticket flyer provides information about Hep A and allows them to come to the health department to receive a "no cost" vaccine.

MMDHD will be sending 1 staff member to discuss hep A and the outbreak to the Families Against Narcotics meeting on July 19th.

Montcalm Care Network has requested us to come back on Nov 27th to provide additional vaccines.

Current Priorities: (i.e., vaccination plan to high risk populations. "NONE" or Nothing to Report is acceptable) *(WP #2.1)*

NO CHANGE
Continue to provide health education to at risk populations and vaccinate on an as needed/requested basis (jails, law enforcement, EMS).

Current priorities include:

1: Continue to identify and schedule sites for immunization clinics for high risk populations- substance abuse treatment centers, jails, homeless shelters, drug courts, clubs (Inhgam), mobile home parks, food pantries, body art facilities, transit buses, septic driller/haulers, hotels, motels, food trucks, retail stores (family dollar, dollar general, dollar store, save a lot, etc.), truck stops, suboxone clinic, physician offices, safe center (Shiawassee).
-Determine a dates for the suboxone clinic
-Reach out to our local festival organizers to determine how we can target attendees to receive the vaccine during upcoming races, festivals, carnivals, etc.
-Follow up on the current opportunities we are trying to explore.

2. Educate community about Hepatitis A through earned and paid media (still ongoing)

Critical Issues or Actions Taken to Date: ("NONE" or "Nothing to Report" is acceptable.)

Hand washing stations will be provided at the Carnival of Chaos on July 12-14. Golden tickets were handed out to festival attendees and local community organizations.

Resource Requests:

None

SECTION 1: CURRENT STATUS (Continued)

Proclamations/Declarations:

- ☐ Local Emergency
- ☐ PH Hazard
- ☐ PH Emergency
- ☑ Other None

Behavioral Health Involvement:

Behavioral Health Primary Point of Contact (POC) Name:

Behavioral Health POC Telephone:

Behavioral Health POC Email:

Hazard Specific Activities:

Health Advisories/Orders Issued:

- ☑ Disease Outbreak
- ☐ Isolation/Quarantine
- ☐ School Closures
- ☐ Food Hazard
- ☐ Vector
- ☐ Heat
- ☐ Cold
- ☐ Boil Water
- ☐ Air Quality
- ☐ Beach Closure
- ☐ Radiation
- ☐ Other

Summary of Impact: *(WP #1.9)*

Total Case Count: # 7 (If known)

Confirmed: # 6 ED Visits: #

Probable: # 1 Hospitalizations: #

Suspected: # Fatalities #

Estimated Population at Risk: #

SECTION 2: PUBLIC INFORMATION

Outreach/Communication Strategy and Initiatives *(WP #1.9, 2.5, 3.1)*

**This field is required for LHDs that receive the Surge Capacity for Targeted Intervention of Hepatitis A Local Health Department Workplan funding*

No change

As requested clinics/MMDHD clinics become scheduled, the current leaflet will be distributed with the clinic information. Social media posts continue to happen on a regular basis.
MMDHD's paid media campaign is as follows:

1. WNEM- a contract has been signed to have them send out messages specifically targeting the high risk populations via social media interests and locations. Essentially, our ads will pop up more frequently increasing the chances of them clicking on the ad, and directing them to our informational page/clinic website.
2. Gay Ad Network- MMDHD, Barry-Eaton, Ingham, and Branch-Hillsdale-St. Joesph Community Health Agency are running an ad campaign to specifically target the MSM population within our jurisdiction. Three ads were developed and will be disseminated.
3. Radio- MMDHD will run Dr. Morse's PSA on 4 different radio stations throughout the jurisdiction.
4. Billboards- 2 billboards were purchased along US-127 and M-91.
5. Motor Vehicle Network- 2 locations (St. Johns and Greenville), ad will be running for a year.

Public Information Key Messages

No change

Public Information Outreach Channels (provide links to materials if available) *(WP #3.2)*

Social media posts
Created yard sale signs and fliers for the Carnival of Chaos

Public Information Barriers/Challenges

None

Resource Requests to MDHHS

None

SECTION 3: MASS CARE

Congregate Shelters	None	Open	Planned	No Report
General Needs Shelter ☐ Support ☐ Lead	x			
Number Opened:	x			
Medical Special Needs Shelters ☐ Support ☐ Lead	x			
Number Opened: Population Served:	x			
PODs				
☐ Open	x			
☐ Closed	x			
☐ Other	x			

SECTION 4: VACCINATION ACTIVITY *(WP #2.2, 2.3, 2.11, 2.12)*

2017 Hepatitis A Outbreak		
Post Exposure Prophylaxis		
Number of adults who received Hepatitis A vaccine for post exposure prophylaxis at health department clinics: 0		
Number of adults who received immunoglobulin (IgG) for post exposure prophylaxis at health department clinics: 0		
Number of adults who received both Hepatitis A vaccine And IgG post exposure prophylaxis at health department clinics: 0		
Vaccination Clinics Conducted by the local health department		
Target Populations	See vaccine activity reporting grid for detailed information regarding this week's vaccine clinics and vaccination numbers.	
Strategies *(WP #2.3)*		
Number of clinics conducted to date:		
Number of people vaccinated:		
Number of doses administered	Private:	Public:
Location of clinics:		
Planned Vaccination Clinics		
Clinic Host *(WP #2.4)*:		
Target Population:		
Dates:		
Locations:		
Projected Vaccine Use *(WP #2.2)*:		

SECTION 5: VOLUNTEER UTILIZATION

Volunteer Utilization *(WP #2.6)*	
Volunteer Activity Overview (what)	None
Purpose (why)	
Location (where)	
Expected Duration (how long)	
Organization(s) Involved (i.e., MI Volunteer Registry, Medical Reserve Corps, American Red Cross)	
Types of Volunteers	*Number of Volunteers*
Registered Nurses	
Pharmacists	
Behavioral/Behavioral Health	
General	
Other (please list):	

SECTION 6: General and/or Additional Information (i.e., local analysis, new initiatives and anything that does not appear elsewhere in this report) *(WP #1.9)*

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, MPH, FAAFP
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: July 18, 2018	Administrator: Marcus Cheatham
Subject: Posted Hours of Operation	☐ **Information Only** ☒ **Action Needed**

I. Authority For This Action:

☒ Local Policy
☒ Law or Rule Public Health Code, Act 368 of 1978, MCL 333.2431

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

The Health Department has experienced FTE reductions among Nurses and Public Health Representatives in the Health Education and Environmental Health Divisions. Because of this there are times when the Department would have been open in the past when we are finding it difficult to serve the public. In addition, we are finding that there is a demand for Health Department services during the lunch hour. All of this is leading us to recommend that the Department's official hours of operation be listed as 8:00 AM to 4:30 PM with a half an hour break for lunch.

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.)

In the past, the Health Department strove to be open for business during the same hours as the County offices, which was 8 a.m. to 5 p.m. This made sense because we are a unit of county government. Because of constrained resources, the counties have been experimenting with curtailing their hours of operation and are doing so in different ways, so the 8 a.m. to 5 p.m. standard is no longer universal. We feel the differences in hours between the counties means we should feel free to experiment with our hours too.

Low staffing levels mean that often there will only be one or two public-facing staff members in the building after 4:30 p.m. Staying open with such a small staff does not make business sense because that is not enough people to operate a clinic. This means while the doors may be open, we actually cannot provide services. It also raises safety concerns.

When I say “official hours of operation” I mean the times at which the doors will always be open and unlocked. These would be the times when the Environmental Health desks will always be open and when a member of the public could walk in and meet with an administrator. These hours will be posted on our buildings and our website.

In reality, our clinic schedules are complex. Sometimes clinics will begin before 8:00 a.m. or continue after 5:00 p.m. to create extra availability for busy families. To be certain of clinic schedules, one would need to consult our website or call. Sanitarians frequently have to work on weekends even though the Department is not open. Also, various staff will continue to work schedules that are different from the official business hours. Some staffs that are not public facing (emergency preparedness, accounting, Health Officer), as well as sanitarians, prefer to start before 8:00 a.m. This will continue to be permitted.

IV. Fiscal Impact and Cost:
(Immediate, ongoing, and future impact.)

At the very least, changing our hours will allow us to avoid paying people to be at work when we actually cannot serve the public. However, we also believe that by shifting our schedule to times when there is more demand for services, more people can be served. This may help us meet caseload goals in our programs and maintain revenue streams.

V. Alternatives Considered:
(Scope of options reviewed. Reasons for rejecting alternatives.)

The alternative would be to maintain the status quo.

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 our official hours be 8:00 a.m. to 4:30 p.m. with a half hour for lunch. That half hour will vary between counties depending on other scheduling issues.

VII. Monitoring and Reporting Time Line:
(Evaluation method and timeline. Next report to the Board.)

We have good records on the number of people served in both divisions of the Department and will be able to see what happens as we implement new hours. I will report back to the BOH on the effects of this change at a future BOH meeting.

Michigan embarks on statewide study of PFAS in water supplies

Agency: Environmental Quality

May 18, 2018

For more information:

DEQ Media Office, deq-assist@michigan.gov, 800-662-9278

The Michigan PFAS Action Response Team (MPART) today announced plans to conduct a state-wide study of per- and polyfluoroalkyl substances (PFAS) levels in public water supplies. The $1.7 million survey is the first comprehensive, state-driven study of its kind.

PFAS compounds are a group of emerging and potentially harmful contaminants used in thousands of applications globally including firefighting foam, food packaging, and many other consumer products. These compounds also are used by industries such as tanneries, metal platers, and clothing manufacturers.

The Michigan Department of Environmental Quality (MDEQ) this week began sending out letters to Michigan's 1,380 public water systems outlining the water testing study which will be administered by the MDEQ. The goal is to complete this statewide study by the end of 2018.

In addition to public water systems, some 461 schools that operate their own wells will be considered priority testing sites under the study. Roughly 75 percent of the state's drinking water comes from public systems.

In January 2018, the MDEQ acted to set a new clean-up standard of less than 70 parts per trillion for PFAS in groundwater used for drinking water. PFAS chemicals include perfluorooctanoic acid (PFOA) and perfluorooctanesulfonic acid (PFOS). Michigan is one of only a handful of states to establish a clean-up standard.

"Michigan has moved quickly to protect people from potentially unsafe drinking water in communities with known PFAS contamination from historical industrial or military activities," said MDEQ Director C. Heidi Grether. "MPART is taking this next proactive step to survey other parts of the state and gather important baseline data on the presence of this emerging contaminant in the environment."

MPART is helping to coordinate the state's $23 million effort to locate PFAS contamination, identify sources, and oversee remediation activities aimed at protecting the state's water resources and mitigating risks to the public.

The state has already sampled water at more than 30 including industrial, military, and landfill sites known to have used or disposed of PFAS-containing materials and acted to protect drinking water supplies. In addition to these sites, many larger water systems serving multiple communities – like those in greater Detroit, Saginaw, and Grand Rapids – already sample for PFAS.

“Although acceptable PFAS exposure levels continue to be debated nationally, the right thing to do here in Michigan is advance our knowledge of this emerging contaminant,” said MPART Director Carol Isaacs. “We will share what we learn with the public and are prepared to advise communities, if necessary, on steps they can take to reduce PFAS levels in their water supplies.”

Although private residential wells are not within the scope of the study, information on independent testing and filtering options is available from MPART at www.michigan.gov/PFASresponse.

# # #

Projected Public Water Supply Sampling

	Percentage Completed	Total Locations	Locations Completed as of 7/13/2018	Remaining	Week of July						
					6/18	6/25	7/2	7/9	7/16	7/23	7/30
Allegan	95%	91	86	5							
Barry	96%	25	24	1							
Berrien		52		52							
Calhoun	93%	28	26	2							
Eaton	96%	26	25	1							
Genesee		88		88							
Ingham	48%	46	22	24							
Jackson	41%	46	19	27							
Kalamazoo	96%	51	49	2							
Kent	94%	66	62	4							
Livingston		83		83							
Oakland	92%	166	152	14							
Washtenaw		36		36							
Clinton	6%	18	1	17							
Montcalm	94%	34	32	2							
Muskegon	87%	39	34	5							
Van Buren		36		36							
Ionia	21%	39	8	31							
Newaygo	36%	22	8	14							
Wayne	57%	7	4	3							
	Total Locations Completed:		552								
Team 1	Team 2	Team 3									

Total Projected Samples: 999

Upper Peninsula

Keweenaw 0%
Houghton 0%
Ontonagon 0%
Baraga 0%
Gogebic 0%
Marquette 0%
Iron 0%
Dickinson 0%
Menominee 0%
Alger 0%
Schoolcraft 0%
Delta 0%
Luce 0%
Chippewa 0%
Mackinac 0%

Lower Peninsula

Emmet 0%
Cheboygan 0%
Presque Isle 0%
Charlevoix 0%
Antrim 0%
Otsego 0%
Montmorency 0%
Alpena 0%
Leelanau 0%
Benzie 0%
Grand Traverse 0%
Kalkaska 0%
Crawford 0%
Oscoda 0%
Alcona 0%
Manistee 0%
Wexford 0%
Missaukee 0%
Roscommon 0%
Ogemaw 0%
Iosco 0%
Mason 0%
Lake 0%
Osceola 0%
Clare 0%
Gladwin 0%
Arenac 0%
Huron 0%
Oceana 0%
Newaygo 36%
Mecosta 0%
Isabella 0%
Midland 0%
Bay 0%
Tuscola 0%
Sanilac 0%
Muskegon 87%
Montcalm 94%
Gratiot 0%
Saginaw 0%
Lapeer 0%
Ottawa 0%
Kent 94%
Ionia 21%
Clinton 6%
Shiawassee 0%
Genesee 0%
St. Clair 0%
Allegan 95%
Barry 96%
Eaton 96%
Ingham 48%
Livingston 0%
Oakland 92%
Macomb 0%
Van Buren 0%
Kalamazoo 96%
Calhoun 93%
Jackson 41%
Washtenaw 0%
Wayne 57%
Berrien 0%
Cass 0%
St. Joseph 0%
Branch 0%
Hillsdale 0%
Lenawee 0%
Monroe 0%

DEQ

Drawn: JS 7/19/2018
Approved: 7/19/2018
Project #:

Sampling Completion Percentage - County Name, Completion Percentage
As of July 13, 2018
* Completion % = Locations Sampled / Total Locations

0% (No Samples Taken)
100% (Sampling Completed)
>0% - 25%
>25% - 50%
>50% - 75%
>75% - 99.9%

0 25 50 100 Miles

N

PFAS SAMPLING OF COMMUNITY WATER SUPPLIES & SCHOOLS

DRAFT

MICHIGAN COUNTIES

Source: ESRI USA Topo Maps

G:\GrandRapids\DCS\GIS\ArcMap_GeoDB_Projects\ENV\GIS_Data\GIS\MDEQ CWS\MXD\CWS_overview_Sampling_Percentage_PercentLabels.mxd

AGREEMENT
BETWEEN MID-MICHIGAN DISTRICT HEALTH DEPARTMENT AND COUNTY OF MONTCALM FOR RESOURCE RECOVERY SERVICES

This Agreement is made and entered into by and between the MID-MICHIGAN DISTRICT HEALTH DEPARTMENT, 615 N. State Street Suite 2, Stanton, Michigan 48888-9702 (hereinafter referred to as MMDHD) and the COUNTY OF MONTCALM, 211 West Main Street, Stanton, Michigan 48888 (hereinafter referred to as Montcalm County).

Recitals

A. The MMDHD has capacity to do resource recovery duties within Montcalm County; and

B. The Montcalm County currently does not have a Resource Recovery employee; and

C. MMDHD's has staff knowledgeable and experienced in the type of services required by Montcalm County with the capacity to undertake resource recovery duties for Montcalm County. MMDHD is willing to provide Montcalm County with the needed services; and

D. MMDHD will cover the operational costs (i.e. postage, mileage printing, and indirect costs) of the Resource Recovery Coordinator; and

E. The parties agree that this collaborative effort will enhance overall service efficiency; and

F. The State of Michigan recently passed legislation to allow the parties to establish a contract to share services; and

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto agree as follows.

1. Resource Recovery Services: The MMDHD shall provide the resource recovery services described on the attached Exhibit A.

2. Term:
    a. If executed by both parties, this Agreement shall be effective on October 1, 2018, and shall terminate on September 30, 2019. The Term of this Agreement may be extended by mutual written agreement of the parties.

    b. Should a party commit any breach or default under this Agreement, and should such breach or default not be corrected within ten (10) days after receipt by the party of written notice from the non-breaching party specifying the breach or default, this Agreement may be terminated without further notice by the non-breaching party.

    c. Either party may terminate this Agreement without cause upon 120 days written notice of intent to terminate.

3. Payment: In consideration of the Services to be rendered by MMDHD under this Agreement, Montcalm County agrees to pay a sum of Thirty-Four Thousand One Hundred Forty and No/100 ($34,140.00) Dollars. Montcalm County shall pay a sum of Two Thousand Eight

Hundred Forty-Five and No/100 ($2,845.00) Dollars per month. Montcalm County shall pay for services under this Agreement from its Solid Waste fund and not from or through a separate tax levy.

4. Relationship of Parties:

   a. This Agreement shall not create a separate legal or administrative agency.
   b. Neither party shall be considered an agent or employee of the other party for any purpose. Neither party nor its employees are entitled to any of the benefits that the other party provides for its employees. Neither party shall be subject to or covered by the other party's employee handbooks, collective bargaining agreements, or other personnel policies.
   c. Neither party shall be responsible for covering the other party under any workers' compensation insurance or unemployment compensation insurance plans. Both parties represent and warrant that they (a) are covered by a workers' compensation insurance policy procured and paid for by them; or (b) have a valid Notice of Exclusion on file with the Michigan Bureau of Workers' Disability Compensation. Each party shall notify the other party immediately if the status of said coverage or notice changes.
   d. Neither party shall have the authority or right to obligate the other party in any way, nor shall either party hold itself out as an employee or agent of the other party.

5. Liability, Indemnification, and Governmental Immunity:
   a. Each party shall indemnify and defend the other party, its officials, officers, agents, employees and assigns, from and against all loss, damage or injury, and reasonable costs and expenses, including attorney fees and costs of any suit related thereto, arising from bodily injury or death of any person, or property damage incurred, with respect to third party causes of action or actions brought by employees of either party against the indemnified party arising out of the negligent acts or omissions or willful misconduct of the indemnifying party, its subcontractors, or anyone directly or indirectly employed by it, associated with its performance hereunder.
   b. Neither party waives its governmental immunity by entering into this Agreement, and fully retains all immunities and defenses provided by law with respect to any action based upon or occurring as a result of this Agreement.

6. Compliance with Civil Rights Laws: Neither party shall discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status, or disability unrelated to the individual's ability to perform the duties of a particular job or position. Breach of this Section by either party within the State of Michigan shall constitute a material breach of this Agreement, and the non-breaching party shall be entitled to terminate this Agreement. Pursuant to MCLA §423.321 et seq., which prohibits the parties from entering into contracts with certain employers who engage in unfair labor practices, this Agreement may be terminated if either party, or one or more of its subcontractors or suppliers, appears in the register compiled in accordance with MCLA §423.322. Both parties shall observe and comply with all applicable federal, state and local laws, ordinances, rules and regulations, which shall be deemed to include, but not be limited to, the Elliott-Larsen Civil Rights Act and the Persons with Disabilities Civil Rights Act.

7. Notice and Contact Person: All notices, demands or other writings permitted or required by the terms of this Agreement shall be deemed to have been fully given, made or sent when made in writing and deposited in the United States Mail, registered and postage prepaid, and addressed to the appointed contact person identified below:

MMDHD: Marcus Cheatham, Health Officer
Mid-Michigan District Health Department
615 N. State Street, Suite 2
Stanton, Michigan 48888-9702

Montcalm County: Bob Clingenpeel, County Controller/Administrator
County of Montcalm
211 West Main Street
P.O. Box 368
Stanton, Michigan 48888

The address to which any notice, demand or other writing may be given or sent to any party may be changed by written notice given to the other party.

8. Miscellaneous:
   a. Officials Not to Benefit: No member of the MMDHD Board of Health or any other municipal official, except as otherwise provided for in accordance with this Agreement, shall be admitted to any share or part of this Agreement or to any benefit that may arise therefrom.
   b. Entire Agreement: This Agreement, together with any exhibits, shall constitute the entire agreement between the parties. Any prior understanding, representation or negotiation of any kind preceding the date of this Agreement shall not be binding upon either party except to the extent incorporated in this Agreement.
   c. Modification: Any modification of this Agreement or additional obligation assumed by either party in connection with this Agreement shall be binding only if evidenced in a writing signed by each party or its authorized representative.
   d. Partial Invalidity: The partial invalidity of any portion of this Agreement shall not be deemed to affect the validity of any other provision. In the event that any provision of this Agreement is held to be invalid, the parties agree that the remaining provisions shall be deemed to be in full force and effect as if they had been executed by both parties subsequent to the expunction of the invalid provision.
   e. Absence of Waiver: The failure of either party to insist on the performance of any of the terms and conditions of this Agreement, or the waiver of any breach of such terms and conditions, shall not be construed as thereafter waiving such terms and conditions, which shall continue and remain in full force and effect as if no such forbearance or waiver had occurred.
   f. Assignment: The rights and obligations of each party under this Agreement are personal to that party and may not be assigned or transferred to any other person, firm, corporation or other entity.
   g. No Third Party Benefit: The provisions of this Agreement are for the benefit of the parties hereto, and not for the benefit of any other person or legal entity.

IN WITNESS WHEREOF, each party to this Agreement has caused it to be executed on the date(s) indicated below.

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

By:_____
Bruce DeLong, Chairperson
Mid-Michigan District Board of Health

Date: July 25, 2018

COUNTY OF MONTCALM

By:_____
Patrick Q. Carr, Chairman
Montcalm County Board of Commissioners

Date:_____

Exhibit A

Position Summary

Montcalm County Resource Recovery Coordinator

Primary Position Goal: Maintain the current program's annual tasks while remaining responsive to Montcalm County residents and looking for educational opportunities.

Contract Deliverables *(prioritized)*

1. Coordinate County Recycling – coordination with vendor for recycling pick up, coordination with site location hosts, and monitoring of the sites for cleanliness and misuse. Routine visits to the collection sites are required. Also prepare the bid documents and review the bids for recycling services for a recommendation to the Solid Waste Committee.

2. Manage E-Waste Collection – includes ongoing coordination such as vendor bids, coordination with vendor for pick up, and monitoring of the site for cleanliness and misuse. Coordinate collection of applicable fees and providing monthly program/cost report.

3. Solid Waste Management Planning Committee – includes meeting coordination, agenda and minute formation, and presentation of events, results, initiatives. Present updates on program activities with a coordinators report.

4. Maintaining Positive Relationships with Municipalities, City and Village Managers, DPW staff, business owners, and Township Officials to assure continuity of the resource recovery events as well as assure positive impacts of the program.

5. Responding to Public/County Resident program inquiries – includes responding and providing any and all information regarding the program and its recycling opportunities.

6. Coordinate County Household Hazardous Waste (HHW) Collection Events – may include up to two collection events per contract period. Event coordination includes location, vendor bids, volunteer management, event promotion and event participation.

7. Public Education – education presentations to community stakeholders is desired. Past examples include Career Showcases, Leadership Montcalm, Radio Spots, Fair, Festivals, and schools.

General Guidelines for Program Operation

1. MMDHD provides oversight, supervision and administrative overhead for the position. MMDHD responsible for managing the contract deliverables.

2. Bills for services provided connected to specific vendor bids that are managed by the Resource Recovery Coordinator are reviewed by that position first for accuracy prior to submitting to Montcalm County (e.g., bill for pickup of HHW from lowest bidder/contract recipient for HHW collection event).

3. Bills for fixed services are routed directly to Montcalm County for payment (e.g., bill for pickup of recycling materials from collection sites from the contract).

4. E-Waste fee collection is processed at MMDHD prior to reimbursement to Montcalm County.

5. Upon Solid Waste Management Planning Committee approval, MMDHD may pursue grant activities/opportunities benefiting the Montcalm County Resource Recovery Program.

Action Items June 2018

- The Board of Health (BOH) scheduled the Annual Commissioner Forum for Thursday, September 27, 2018, 10 a.m. at the First Baptist Church Community Center, Carson City. A Save the Date flyer will be sent to County Commissioners.

- The BOH directed Marcus Cheatham to bring proposals regarding a change in office hours to the BOH for consideration.

- The agency received a grant to work with Emory University beginning in September 2018 to conduct a clinical trial of a drug to see if it removes PBB from human bodies.

- The BOH adopted the following Monthly Healthy Living Recommendation for July 2018:

    1. *Make Take steps to avoid tick bites.*
    2. *Check for ticks regularly and remove ticks properly.*
    3. *Practice the 3 D's of prevention from mosquitos – Drain, Dress, Defend.*
    4. *Go to www.michigan.gov/emergingdiseases for information on submitting ticks for ID, submitting photos of ticks for ID, tick and mosquito borne illnesses, and other insect and animal-linked illnesses.*
    5. *Learn to identify poison ivy and poison sumac.*

STAFFING CHANGES

JULY - 2018

AS

STATUS	POSITION	BRANCH OFFICE
	No changes	

CHED

STATUS	POSITION	BRANCH OFFICE
SEPARATION OF EMPLOYMENT	Molly Daniels, FT Community Health Worker, Gratiot Branch Office effective June 26, 2018	Gratiot
VACANCY	FT Community Health Worker, Gratiot Branch Office effective June 27, 2018	Gratiot

EH

STATUS	POSITION	BRANCH OFFICE
	No changes	