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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Michael R. Beach
	Dwight Washington, Ph.D.	Chuck Murphy	Adam Petersen

## MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)

### BOARD OF HEALTH REGULAR MEETING

at

**Clinton Office, Saint Johns, Michigan**

**Wednesday, November 23, 2022**

**9:00 a.m.**

### MINUTES

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

**Members Present:** Bruce DeLong, Chairperson; Adam Petersen, Vice Chairperson; George Bailey; Dwight Washington; Chuck Murphy and Michael Beach

**Members Absent:**

**Staff Present:** Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Jennifer E. Morse, MD, MPH, FAAFP, Medical Director; Lonnie Smith, Director of Environmental Health (EH); Sarah Doak, Director of Community Health and Education Division (CHED); Hailey Brewer, Acting Board Secretary; Krishna Santana, Executive Administrative Assistant; Duane Schneider Environmental Health Supervisor; Ian Hyslop, Environmental Health Specialist.

**Staff Absent:** None

**Guests:** None

Bruce DeLong, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m. on Wednesday, November 23, 2022, at the Clinton Office of the MMDHD, Saint Johns, Michigan.

The Pledge of Allegiance was led by B. DeLong.

#### A. AGENDA NOTES, REVIEW, AND REVISIONS:

**Motion made by G. Bailey and seconded by M. Beach to approve the agenda as presented. Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held October 10, 2022
- b. Mid-Michigan District BOH Regular Meeting held October 26, 2022

**Motion made by C. Murphy and seconded by D. Washington to accept Meeting Minutes B. 1. a. and b. and place on file. Motion carried.**

2. Communications

- a. Special Projects Award Letter BP3
- b. Monkeypox Award Letter
- c. LCSA 2022 LHD Funds Distribution Letter
- d. P3 Compliance Letter

**Motion made by A. Petersen and seconded by M. Beach to accept Communications B. 2. a. through d. and place on file. Motion carried.**

C. PUBLIC COMMENTS: - None

D. BRANCH OFFICE EMPLOYEES:

L. Braddock introduced Ian Hyslop Environmental Health Specialist and Duane Schneider Environmental Health Supervisor.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

- a. MMDHD's Expenses for October 8 through November 4, 2022

**Motion made by G. Bailey and seconded by M. Beach to approve payment of the MMDHD's Expenses for October 8 through November 4, 2022 totaling \$534,297.41. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for September 2022

M. Selby reviewed the Monthly Balance Sheet, Revenue and Expenditure Report – presented an updated report as a handout.

**Motion made by G. Bailey and seconded by M. Beach to accept the Balance Sheet, Revenue and Expenditure Report for September 2022, including the recommendations as proposed, and place on file. Motion carried.**

- c. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for October 2022

Delayed due to year-end closing.

- d. MMDHD's Financial Status Report (FSR), FY 21/22

- e. Purchase of Oral Health Software application within Patagonia

**Motion made G. Bailey and seconded by C. Murphy to authorize MMDHD to purchase Oral Health Program application within Patagonia for an initial fee of \$15,000.00 and a monthly subscription of \$500.00 per month. Motion carried.**

- 2. Personnel Committee – Dwight Washington, Chairperson – No Report.
- 3. Program Committee – Michael Beach, Chairperson – No Report.
- 4. Mid-Central Coordinating Committee – Chuck Murphy – No Report.

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

- a. Dr. Morse discussed statewide RSV and Influenza data and reviewed Monkeypox cases.

**Motion made by G. Bailey and seconded by D. Washington to accept Dr. Morse’s report as presented. Motion carried.**

G. HEALTH OFFICER’S REPORT:

- 1. Agreements Signed, October 28 – November 15, 2022 – Mid State Health Network, DHD#10 Perinatal Contract, EGLE Grant.
- 2. Accreditation – accreditation cycle will resume with MMDHD’s date in December 2024. It will be a TA cycle.
- 3. Staff Recognition – CMU Public Health Division recognized MMDHD for National Rural Health Day. Local Maternal Child Health Grant recognized that MMDHD completed all planned activities also oral health screening exceeded requirements as well as Immunization reminder letters. In addition, Private T3 drinking water SA fully met all indicators.

H. OLD BUSINESS: - None

I. NEW BUSINESS:

- 1. Schedule January Organizational Meeting

**Motion made by G. Bailey and seconded by D. Washington to schedule the January Organizational Meeting for Wednesday, January 25, 2023 at 9:00 a.m. in the Montcalm Office, Stanton. Motion carried.**

- 2. Emerging Issues – None

J. LEGISLATIVE ACTION: - None

K. INFORMATIONAL ITEMS:

- 1. Mid-Michigan District BOH Action Items, October 2022
- 2. MMDHD Staffing Report and Longevity Recognition

3. Organizational Charts

**Motion made by A. Peterson and seconded by G. Bailey to place the organizational charts on file.  
Motion carried.**

L. PUBLIC COMMENT: - None

M. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2022-board-of-health/>  
1. Boo to the Flu, Daily News, October 22, 2022

N. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting was adjourned at 9:34 a.m.

Respectfully Submitted,



Hailey Brewer, Acting Board Secretary  
For Bruce DeLong, Chairperson  
Mid-Michigan District Board of Health