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| BOARD OF HEALTH: | Bruce DeLong Dwight Washington, Ph.D. | George Bailey Chuck Murphy | Michael R. Beach Adam Petersen |
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Mid-Michigan District Health Department
 BOARD OF HEALTH
 FINANCE MEETING
 Gratiot County, Ithaca, Michigan

Wednesday, December 21, 2022
 8:30 a.m.

MINUTES

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

Members Present: Bruce DeLong; George Bailey (Chair); Adam Petersen

Members Absent:

Staff Present: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Hailey Brewer, Acting Board Secretary; Lonnie Smith, Director of Environmental Health (EH); and Sarah Doak, Director of Community Health and Education and Krishna Santana, Executive Administrative Assistant

Staff Absent: None

Guests: None

G. Bailey, Chairperson called the Finance Committee Meeting of the Mid-Michigan District Board of Health (BOH) to order at 8:30 a.m., on Wednesday, December 21, 2022, at the Gratiot Office of the Mid-Michigan District Health Department (MMDHD), Ithaca, Michigan.

A. MMDHD’s Expenses for November 5 through December 2, 2022

Motion made by B. DeLong and seconded by A. Peterson to recommend the BOH approve and pay the MMDHD’s Expenses for November 5 through December 2, 2022, in the amount of \$485,114.42. Motion carried.

B. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for November 2022

Board asked for more details regarding items on the credit card statements.

Motion made by B. Delong and seconded by A. Peterson to recommend the BOH accept the Balance Sheet, Revenue and Expenditure Report for November 2022. Motion carried.

C. Purchase Hedgehog Portal

Hedgehog now has a two-way portal where clients can pay online and food service operators/well drillers will be able to submit payments, documents, and communicate directly with MMDHD staff.

Motion made by A. Peterson and seconded by B. Delong to recommend the BOH approve the purchase of the Hedgehog Software 2 Way Portal upgrade at an initial implementation cost of \$38,000.00 and an annual cost of \$12,000.00, which will come from the additional EGLE funding to enhance EH programs. Motion carried.

D. Hire of EH Employee at Step 4

Motion made by A. Peterson and seconded by B. Delong to recommend the BOH approve the rehire of Austin Thomas, Environmental Health Specialist, for the current vacancy at Wage Band T9 Step 4. Motion carried.

There being no further business to come before the Board, the meeting was adjourned at 8:45 a.m.

Respectfully Submitted,



Hailey Brewer, Acting Board Secretary for
George Bailey, Finance Committee Chair
Mid-Michigan District Board of Health