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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Timothy Gay	Adam Petersen

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)  
BOARD OF HEALTH  
REGULAR MEETING  
at  
**Clinton Office, Saint Johns, Michigan**  
**Conference Rooms A & B**

**Wednesday, February 22, 2023**  
**9:00 a.m.**

**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 January 9, 2023 – **Included.**

b. Mid-Michigan District Board of Health (BOH) Organizational Meeting held January 25, 2023– **Included.**

2. Communications

a. MI Accreditation Readiness Mini-Grant – **Included.**

C. PUBLIC COMMENTS:

D. BRANCH OFFICE EMPLOYEES:

E. COMMITTEE REPORTS:

1. Finance Committee: George Bailey, Chair

- a. MMDHD Expenses for January 14 through February 10, 2023 – **Included.**
- b. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for January 2023 – **Included.**
- c. Purchas of PowerDMS- **Included.**
- d. Purchas of Cabling for Wireless Access Points - **Included.**

2. Personnel Committee: David Pohl, Chair

3. Program Committee: Phil Kohn, Chair

F. MEDICAL DIRECTOR’S REPORT: Jennifer Morse, M.D., MPH, FAAFP

- 1. Role of Medical Director in Local Public Health – **Included.**

G. HEALTH OFFICER’S REPORT: Mari E. (Liz) Braddock

- 1. The Role of Public Health– **Included.**
- 2. Agreements Signed, January 26– February 14, 2023 – **Included.**

H. OLD BUSINESS:

- 1. Renewal of NALBOH membership – Issue was tabled in January

I. NEW BUSINESS:

- 1. Emerging Issues

J. LEGISLATIVE ACTION:

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

- 1. Mid-Michigan District BOH Action Items, January 2023
- 2. MMDHD Staffing and Longevity Report

L. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/2023-board-of-health/>

1. Public Notice of BOH Meetings, *Daily News*, January 30, 2023
2. Public Notice of BOH Meetings, *Gratiot County Herald*, February 2, 2023
3. Health Department Eager To Reengage With Community, *Daily News*, February 14, 2023

M. AGENCY NEWSLETTERS: - <https://conta.cc/3l8R5lV> - **Included**

<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Timothy Gay	Adam Petersen

**Board of Health (BOH) Synopsis of Actions Needed**  
February 22, 2023 Regular Meeting

Item A. 1.	<b>AGENDA NOTES, REVIEW, AND REVISIONS</b>
Motion to approve the Agenda as presented.	
Item B. 1. & 2.	<b>CONSENT ITEMS (MEETING MINUTES &amp; COMMUNICATIONS)</b>
Motion to accept Meeting Minutes B. 1. a. and b. and place on file.	
Item E. 1. a.	<b>EXPENSES FOR JANUARY 14 THROUGH FEBRUARY 1, 2023</b>
Motion to approve payment of the Mid-Michigan District Health Department's Expenses for January 14, through February 10, 2023, totaling \$598,982.55.	
Item E. 1. b.	<b>BALANCE SHEET, REVENUE AND EXPENDITURE REPORT FOR JANUARY 2023</b>
Motion to approve and place the Balance Sheet, Revenue and Expenditure Report for January 2023 on file.	
Item E. 1. c.	<b>PURCHASE OF POLICY MANAGEMENT PLATFORM</b>
Motion to authorize MMDHD to purchase PowerDMS at an initial cost of \$11,000.00 and an annually reoccurring cost of \$9,425.00 using the 2023 Public Health Capacity-Building Mini-Grant Program award of \$10,000.00 and unallocated funds received for the non-community water supply program.	
Item E. 1. D.	<b>PURCHASE OF CABLING FOR WIRELESS ACCESS POINTS</b>
Motion to approve Challenger2 to install cabling and access points at the cost of \$10,275.00 which will come from the budgeted computer supplies line item.	
Item F.	<b>MEDICAL DIRECTOR'S REPORT; ROLL OF MD IN LOCAL PUBLIC HEALTH</b>
Motion to accept and place the Medical Director's Report on file.	

**MICHIGAN ASSOCIATION FOR LOCAL PUBLIC HEALTH  
(MALPH)  
Board of Directors  
Meeting Minutes  
January 9, 2023**

**I. Call to Order**

The meeting was called to order at 9:03am by Jimena Loveluck, President.

**II. Roll Call**

A quorum was present.

*Jurisdictions Represented:* Allegan [Angelique Joynes], Barry-Eaton [Colette Scrimger], Bay [Joel Strasz], Benzie-Leelanau [Dan Thorell], Branch-Hillsdale-St. Joseph [Rebecca Burns], Calhoun [Eric Pessell], Central Michigan [Steve Hall], Chippewa [Karen Senkus], Delta-Menominee [Mike Snyder], Detroit [Denise Fair Razo], Dickinson-Iron [Angela Applekamp], District 2 [Denise Bryan], District 10 [Sarah Oleniczak], District 4 [Denise Bryan], Genesee [Pam Hackert], Grand Traverse [Wendy Hirschenberger], Huron [Tip MacGuire], Ingham [Linda Vail, Nike Shoyinka, Anne Barna], Ionia [Chad Shaw], Jackson [Kristin Pluta], Kalamazoo [Jim Rutherford], Kent [Adam London], Lapeer [Kathy Haskins], Lenawee [Monica Hunt], Livingston [Matt Bolang, Rebecca Leach], Luce-Mackinaw-Alger-Schoolcraft [Nick Derusha], Macomb [Andrew Cox], Marquette [Jerry Messana], Midland [Fred Yanoski], Mid-Michigan [Liz Braddock, Dwight Washington], Monroe [Kim Comerzan], Muskegon [Kathy Moore], Northwest Michigan [Dan Thorell], Ottawa [Lisa Stefanovsky, Adeline Hambley], Saginaw [Christina Harrington], Shiawassee [Larry Johnson], St. Clair [Greg Brown] Tuscola [Amanda Ertman], VanBuren/Cass [Danielle Persky, George Friday] Washtenaw [Jimena Loveluck], Wayne [Avani Sheth], Western UP [Kate Beer, Pete Baril].

*Others Present:* Administrative Officers Forum, [Holly Karpovich], Health Education and Promotion Forum, [Jill Keast], Environmental Health Forum, [Tony Drautz], Nurse Administrators Forum, [Christie Clement], Physician's Forum, [Mark Hamed], EGLE, [Dana DeBruyn, Sara Pearson, Ian Smith, Brian Thurston], LARA, [Larry Horvath], MAC, [Dwight Washington], MDARD, [Rodney Blanchard, Jennifer Bonsky, Tim Slawinski], MDHHS, [Molly Cotant, Laura de la Rangelje, Adrian Zeh], Michigan 211, [Sarah Kile]

*Staff:* Norm Hess, Jodie Shaver. Gwen Tithof

**III. Approve Agenda**

Motion by M. Bolang, support by S. Hall to approve the agenda. Motion carried.

**IV. Approve Minutes of December 12, 2022 Meeting**

Motion by R. Burns, support by L. Vail to accept the December 12, 2022 meeting minutes. Motion carried.

**V. Public Affairs Associates Report**

B. Bechler did not give a report this month.

**VI. Partner Updates**

J. Bonsky (MDARD) reported they are working on messaging about future state plan. The new Food Code will be released soon. Food courses in Oakland and Kalamazoo counties will be important for new food staff to attend.

L. de la Rambelje reported MDHHS is waiting for CDC Infrastructure funding to be appropriated. They are working with CDC on overall workplan and finalizing budget. Once funds are appropriated, they will begin discussions with locals. Accreditation Cycle 8 kicks off this week and will be recorded. The first accreditation will be in April in Kalamazoo. MDHHS has not heard from Ottawa County government regarding health officer but will follow administrative rules. L. de la Rambelje will follow up with MALPH regarding different language in new Kindergarten Oral Health Program.

D. DeBruyn (EGLE) reported they are wrapping up training opportunities with the Wastewater Conference in Lansing this week. EGLE continues to work on ED-9 preliminary reports. Funding notices for Noncommunity should have been received. Notify D. DeBruyn if not. EGLE is recommending manganese sampling be added to annual sampling requirements in some areas. EGLE continues to work on transitioning IT improvements.

L. Horvath (LARA) reported LARA is available for any presentation requests. L. Horvath remains LHD's contact.

**VII. 211 Presentation**

S. Kile presented an update on Michigan's 211 program. She discussed work being done to better integrate information exchange between programming and local entities.

**VIII. Officer Updates**

J. Loveluck- President sent a written president's report prior to the meeting. MALPH's media roundtable went well and most of the coverage has been shared. The Executive Committee approved the Executive Director goals for FY2023. MALPH will continue to follow Ottawa County situation.

C. Scrimger- Secretary / Treasurer reported there were no financials in this month's packet. November and December financials will be presented at the February meeting.

J. Shaver reported dues reminders were sent by V. Johnson last week. Dues are to be paid by February 1<sup>st</sup>. MALPH is meeting with MMDHD this week to begin work on CJS grant which will include a health officer retreat at Crystal Mountain again. MDARD communications trainings will be this Spring. MALPH's Day at the Capitol and County

Health Rankings presentation will be combined with Michigan Public Health Week's Hometown Health Heroes ceremony on April 12<sup>th</sup>. A motion by S. Hall, support by M. Bolang to move the April MALPH BOD meeting to Tuesday, April 11<sup>th</sup>. Motion carried. MPPHC save the date, RFP, and exhibitor form will be distributed this week. MALPH received a request for health officers and / or medical directors to sign on to letters to the editors for a flu vaccination push. Please let J. Shaver know if you are interested in signing on.

N. Hess reported he has met with A. Dolinky regarding the opioid settlement. A toolkit on funding use and suggestions will be released by MAC on January 31<sup>st</sup>. Technical assistance requests can be made at the MAC website. The media roundtable has spurred much interest in LPH work. MALPH will be hosting a study cohort for the Certification in Public Health. There will be no cost for the study sessions, the test will cost \$385 but the rate could be reduced if more MALPH members sign up. MALPH has begun onboarding with Clark Schafer Hackett for financial services. A review was given of MALPH legislative priorities. A motion by S. Hall, support by M. Bolang to approve the legislative agenda as presented, with the addition of the sanitary licensure component and any additional changes to be approved by MALPH Executive Committee. A friendly amendment added to update food code by R. Burns, support by A. Cox. Motion carried.

## **IX. Forum Reports**

Admin Forum- H. Karpovich reported the Admin forum has been in discussions on funding structures. EGLE gave a brief presentation on FSR format. Monthly calls have resumed for the billing forum, with Monroe County taking the lead.

MALEHA- T. Drautz reported MALEHA would support sanitarian licensure request. MALEHA is hosting a discussion on FSRs at the January meeting. The wastewater conference is this week, and the groundwater conference is next week.

HEP- J. Keast reported the HEP forum training and education subcommittee has been established. They have also set up a policy and advocacy committee. The group is having a lot of discussions on medical marijuana grant.

NAF- No report this month.

MAPPP- M. Hamed reported MAPPP met with birthing-friendly hospitals. This has been an issue due to OB deserts. MAPPP also met with PSC to discuss the After-Action review.

## **X. Public Comments / Announcements / Requests for Future Agenda Items**

Discussion on the new bill regarding solids waste plans in Michigan. A couple of bills were signed by Governor Whitmer.

## **XI. Adjournment**

Meeting adjourned at 10:43am

<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Tim Gay	Adam Petersen

Mid-Michigan District Health Department  
BOARD OF HEALTH  
ORGANIZATIONAL MEETING  
at  
Montcalm Office  
Stanton, Michigan

Wednesday, January 25, 2023  
9:00 a.m.

**MINUTES**

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

Members Present: Bruce DeLong, George Bailey, Adam Petersen, Timothy Gay, David Pohl

Members Absent: Phil Kohn

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); Hailey Brewer, Acting Board Secretary; Krishna Santana, Executive Administrative Assistant

Staff Excused: Sarah Doak, Director of Community Health and Education Division (CHED)

Guests: None

Liz Braddock, Health Officer called the Organizational Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m., on Wednesday, January 25, 2023, at the Montcalm Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

The Pledge of Allegiance was led by L. Braddock.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

As election of a Chairperson for 2023 had not occurred, L. Braddock opened the Organizational Meeting by requesting any additions or revisions to the Agenda.

**Motion made by B. DeLong and seconded by G. Bailey to approve the Agenda. Motion carried.**



B. ELECTION OF OFFICERS FOR 2023

1. Chairperson

L. Braddock requested nominations for Chairperson. B. DeLong nominated **A. Petersen**. Nomination seconded by G. Bailey.

**Motion made by B. DeLong and seconded by G. Bailey that the nominations be closed, and a unanimous ballot be cast for A. Petersen as Chairperson. Motion carried.**

Member	Yes
A. Petersen	X
B. DeLong	X
D. Pohl	X
G. Bailey	X
T. Gay	X
P. Kohn	Absent

The meeting was turned over to Chairperson, A. Petersen.

2. Vice Chairperson

Chairperson, A. Petersen asked for nominations for Vice Chairperson.

B. DeLong nominated **G. Bailey**. Nomination seconded by A. Petersen.

**Motion made by B. DeLong and seconded by D. Pohl that the nominations be closed, and a unanimous ballot be cast for G. Bailey as Vice Chairperson. Motion carried.**

Member	Yes
A. Petersen	X
B. DeLong	X
D. Pohl	X
G. Bailey	X
T. Gay	X
P. Kohn	Absent

C. APPOINTMENTS TO THE BOH FOR 2023

1. Appointment of BOH Secretary

A. Petersen said the agency's position of Executive Administrative Assistant is appointed as the BOH Secretary and carries out the posting of public notices for the BOH. He appointed Krishna Santana, Executive Administrative Assistant as BOH Secretary.

2. Appointment of BOH Standing Committee Chairpersons and Membership: Assignments for 2023

a. Finance Committee

A. Petersen appointed **B. DeLong, A. Petersen, and G. Bailey** to the Finance Committee. **G. Bailey** will serve as Chairperson.

**Motion made by B. DeLong and seconded by G. Bailey. Motion Carried.**

b. Personnel Committee

A. Petersen appointed **D. Pohl, T. Gay, and P. Kohn** to the Personnel Committee. **D. Pohl** will serve as Chairperson.

**Motion made by A. Petersen and seconded by B. DeLong. Motion Carried.**

c. Program Committee

A. Petersen appointed **D. Pohl, G. Bailey, and P. Kohn** to the Program Committee. **P. Kohn** will serve as Chairperson.

**Motion made by A. Petersen and seconded by B. DeLong. Motion Carried.**

3. Appointment of BOH Representatives to External Organizations and Committees – Assignments for 2023

a. Mid-Central Coordinating Committee

The Program Committee will serve as the representative for the Mid-Central Coordinating Committee. A. Petersen appointed **D. Pohl, T. Gay** and **P. Kohn**.

**Motion made by B. DeLong and supported by G. Bailey. Motion carried.**

b. Michigan Association for Local Public Health (MALPH)

**L. Smith**, alternate and **L. Braddock**, primary representatives to the MALPH.

**Motion made by A. Petersen and supported by G. Bailey. Motion carried.**

4. Appointment of BOH Representatives to Internal Committees for 2023

a. Quality Vision Action Team (QVAT)

The BOH Representative will be **G. Bailey**.

**Motion made by B. DeLong and supported by G. Bailey. Motion carried.**

D. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held December 12, 2022
- b. Mid-Michigan District BOH Regular Meeting held December 21, 2022

**Motion made by B. DeLong and seconded by G. Bailey to accept and place the Meeting Minutes D. 1. a. and b. on file. Motion carried.**

2. Communications –

- a. Mid-Michigan Local Sharing Award Letter 2023

**Motion made by B. DeLong and seconded by G. Bailey to accept and place the communications on file. Motion carried.**

E. PUBLIC COMMENTS: None.

F. BRANCH OFFICE EMPLOYEES: None.

G. COMMITTEE REPORTS:

1. Finance Committee:

- a. MMDHD's Expenses for December 3, 2022 through January 13, 2023

**Motion made by G. Bailey to approve the MMDHD's Expenses for December 3, 2022 – January 13, 2023, totaling \$950,099.10. Motion seconded by D. Pohl. Motion carried.**

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

**Motion made by G. Bailey to approve the MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for December 2022 and place on file. Motion seconded by B. DeLong. Motion carried.**

- c. BOH Per Diem Compensation and Travel Reimbursement

The BOH Per Diem Compensation and Travel Reimbursement Policy #042.0 was reviewed.

**Motion made by G. Bailey and seconded by B. DeLong to approve the BOH Per Diem Compensation and Travel Reimbursement Policy #042.0 as proposed effective February 1, 2019. Motion carried.**

2. Personnel Committee – No report.

3. Program Committee – No report.

4. Mid-Central Coordinating Committee – No report.

H. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D., MPH, FAFP

1. Viral Mutations and Vaccine Effectiveness  
Report is available in the meeting packet.

**Motion made by B. DeLong and seconded by G. Bailey to adopt the BOH Monthly Healthy Living recommendation for February and accept the Medical Directors Report and place it on file. Motion carried.**

I. HEALTH OFFICER'S REPORT: Mari E. (Liz) Braddock

1. Quarterly Service Report (QSR), First Quarter FY 22/23 (October 1,2022 through December 31, 2022)

L. Braddock explained the QSR charts for the CHED and EH Division for the first quarter of FY 22/23.

2. Agreements Signed, December 15,2022 through January 18, 2023  
Wellbeing grant was received.

3. Plan of Organization. Included.

**Motion made by B. DeLong and seconded by G. Bailey to adopt the Plan of Organization, obtain chairperson signature and place it on file. Motion carried.**

4. Opioid Settlement Distribution.  
Distribution of the settlement funding will be issued to the counties this month. L. Braddock will be attending community meetings to discuss how the health department can be involved.

**Motion made by B. DeLong and seconded by G. Bailey to accept the health officer's report and place on file. Motion carried.**

J. OLD BUSINESS:

1. Arsenic Water Sampling – Lonnie Smith

L. Smith discussed the upcoming sampling in Middleton to determine the extent of arsenic in the area. This will be the first round of sampling; additional sampling will continue to happen as results come in.

K. NEW BUSINESS:

1. Adoption of Proposed 2023 BOH Finance Committee and Regular Meeting Schedule

**Motion made by G. Bailey and seconded by B. DeLong to approve the 2023 BOH Finance Committee and Regular Meeting Schedule as proposed. Motion carried.**

2. Renewal of NALBOH membership – This issue is tabled; information will be sent to the board members and the issue will be revisited in February.
3. Emerging Issues - None

L. LEGISLATIVE ACTION: – None.

M. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, December 2022
2. Staffing Report, January 2023

N. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org/2023-board-of-health/>

1. ‘Perfect storm’ of illnesses results in cancelation of classes, sports and concerts for students, *Daily News*, December 17, 2022
2. January is radon action month, *Daily News*, January 10, 2023

O. AGENCY NEWSLETTERS:

1. January 2023 Newsletter

There being no further business to come before the Board, the meeting adjourned at 10:15 a.m.

Respectfully Submitted,

Krishna Santana, Board Secretary For  
Adam Petersen, Chairperson  
Mid-Michigan District BOH



at the Michigan Public Health Institute  
2342 Woodlake Drive  
Okemos, MI 48864  
<https://miophi.org/>

January 31, 2023

Mid-Michigan District Health Department  
615 N. State St.  
Stanton, MI 48888

Dear Hailey Brewer,

It is our pleasure to inform you that Mid-Michigan District Health Department has been selected to receive a MI Accreditation Readiness Mini-Grant. This award will be in the amount of \$10,000.00 to help your health department build the capacity to work towards state and national standards for public health and strengthen the culture of quality in Michigan's public health system.

At this time, we need some additional information from you to expedite the sub-contracting process, **which must be completed by March 1, 2023**, the award start date. To expedite the subcontract process, please send the following to Jeanette Ball, MPH at [jball@mphi.org](mailto:jball@mphi.org) and Krysten Rosendall, Financial Analyst, MPH at [krosenda@mphi.org](mailto:krosenda@mphi.org) as soon as possible.

Health Department Name  
Contact Name (financial)  
Address  
Phone  
Tax ID Number

Thank you for your proposal and your interest in MI Accreditation Readiness Mini-Grant Program.  
Congratulations to you and your team!

Best regards,

Handwritten signature of Jeanette Ball in cursive.

Jeanette Ball, MS  
*Public Health Improvement Coordinator,  
Center for Healthy Communities*  
MPHI

Handwritten signature of Jennifer Schuette in cursive.

Jennifer Schuette, MPH, CQIA, CQPA  
*Public Health Performance Improvement Manager,  
Office of Performance Improvement and Management*  
MDHHS

**MONTHLY EXPENSES FOR  
January 14, 2023 - February 10, 2023**

<i>EV 1997</i>	<i>1/27/2023</i>	\$	<i>310,862.13</i>
<i>EV A1998</i>	<i>2/3/2023</i>	\$	<i>7,000.00</i>
<i>EV 1998</i>	<i>2/10/2023</i>	\$	<u><i>281,120.42</i></u>
<b>TOTAL</b>		\$	<b>598,982.55</b>

  
**Mid-Michigan District**  
**HEALTH DEPARTMENT**  
CLINTON • GRATIOT • MONTCALM

Expense Voucher # A1998

2/3/2023

Payables

EFT Payment	UIA for B Morales	\$	7,000.00
<b>TOTAL</b>		<b>\$</b>	<b><u>7,000.00</u></b>





Expense Voucher # 1997

1/27/2023

**Payables**

107981 - 108016 Acumatica Checks & ACH \$ 140,193.62

**Payroll**

Ameriprise NBS	\$	100.00
MERS 457	\$	1,507.00
MERS Defined Benefit - Employee	\$	4,477.30
Nationwide	\$	2,180.00
EFT Payroll Tax		
Federal	\$	35,752.31
State	\$	5,679.47
Direct Deposit Payroll	\$	113,560.41
Direct Deposit HSA	\$	7,260.52

**Fees**

Huntington e-Banking fee	Dec-22	\$	354.07
Correct e-Banking fees	Sep-22	\$	(179.88)
Huntington Bank Interest	Dec-22	\$	(22.69)

**TOTAL**

**\$ 310,862.13**

**AP Payment Register**

Company/Branch:

Date From: 1/27/2023

Date To: 1/27/2023

Date: 1/25/2023 12:36 PM

User: DAWN WADLE

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107981	Closed	1/27/2023	ALPH01	ALPHA FAMILY CENTER	0.00	500.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01182023	DEC8, JAN12, JAN	300.00	USD	0.00	300.00
BILL		01182023-1	FEB9, FEB23 CLIN	200.00	USD	0.00	200.00
<b>Document Total:</b>							<b>500.00</b>
<b>Payment Method Total:</b>							<b>500.00</b>
<b>Cash Account Total:</b>							<b>500.00</b>

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107982	Closed	1/27/2023	AMAZON01	AMAZON CAPITAL SERVICES	0.00	408.22

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1LLF-RH99-4XJH	BLUETOOTH HEA	29.99	USD	0.00	29.99
BILL		16PM-C7NP-6VYC	SILICONE BREAS	67.77	USD	0.00	67.77
BILL		1FXV-DMCR-MGTF	PRIZE WHEEL,FO	163.75	USD	0.00	163.75
BILL		11V1-HXVK-14HH	DESKTOP ORGAN	115.36	USD	0.00	115.36
BILL		19VX-J1NW-DNW4	WOOD BLOCKS	31.35	USD	0.00	31.35
<b>Document Total:</b>							<b>408.22</b>
<b>Payment Method Total:</b>							<b>408.22</b>
<b>Cash Account Total:</b>							<b>408.22</b>

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107983	Closed	1/27/2023	BROM01	BROMBERG & ASSOCIATES	0.00	48.55

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20893	DECEMBER TRAN	48.55	USD	0.00	48.55
<b>Document Total:</b>							<b>48.55</b>
<b>Payment Method Total:</b>							<b>48.55</b>
<b>Cash Account Total:</b>							<b>48.55</b>

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107984	Closed	1/27/2023	BUSI01	BUSINESS MANAGEMENT DAILY	0.00	159.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		REN2R02	1 YR PAYROLL AL	159.00	USD	0.00	159.00
<b>Document Total:</b>							<b>159.00</b>
<b>Payment Method Total:</b>							<b>159.00</b>
<b>Cash Account Total:</b>							<b>159.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107985	Closed	1/27/2023	CAPI01	CAPITAL AREA UNITED WAY	0.00	32.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		JAN 2023	JANUARY 2023 EI	32.00	USD	0.00	32.00
						<b>Document Total:</b>	<b>32.00</b>
						<b>Payment Method Total:</b>	<b>32.00</b>
						<b>Cash Account Total:</b>	<b>32.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107986	Closed	1/27/2023	CDWG01	CDW GOVERNMENT, INC.	0.00	3,359.69
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		FW70703	1 YEAR ELECTRC	1,753.04	USD	0.00	1,753.04
BILL		GB58633	3 THERMAL LABE	1,606.65	USD	0.00	1,606.65
						<b>Document Total:</b>	<b>3,359.69</b>
						<b>Payment Method Total:</b>	<b>3,359.69</b>
						<b>Cash Account Total:</b>	<b>3,359.69</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107987	Closed	1/27/2023	CENT02	CENTRAL MICHIGAN DIST HEALTH DEPARTMENT	0.00	7,828.25
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		DEC2022	MD FOR DECEMB	7,828.25	USD	0.00	7,828.25
						<b>Document Total:</b>	<b>7,828.25</b>
						<b>Payment Method Total:</b>	<b>7,828.25</b>
						<b>Cash Account Total:</b>	<b>7,828.25</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107988	Closed	1/27/2023	CLIN01	CLINTON COUNTY ADMINISTRATION/ACCOUNTING	0.00	1,966.67
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		AC-2023-002	FEBRUARY 2023 I	1,966.67	USD	0.00	1,966.67
						<b>Document Total:</b>	<b>1,966.67</b>
						<b>Payment Method Total:</b>	<b>1,966.67</b>
						<b>Cash Account Total:</b>	<b>1,966.67</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107989	Closed	1/27/2023	COVE01	COVENANT MEDICAL CENTER	0.00	42.84
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		21948938	DECEMBER LABS	42.84	USD	0.00	42.84
						<b>Document Total:</b>	<b>42.84</b>
						<b>Payment Method Total:</b>	<b>42.84</b>
						<b>Cash Account Total:</b>	<b>42.84</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107990	Closed	1/27/2023	EART01	EARTEK SERVICES	0.00	19.80
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		5035	TITMUS POWER C	19.80	USD	0.00	19.80
						<b>Document Total:</b>	<b>19.80</b>
						<b>Payment Method Total:</b>	<b>19.80</b>
						<b>Cash Account Total:</b>	<b>19.80</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107991	Closed	1/27/2023	EAT001	EATON RESA	0.00	2,064.55
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		007992	NOV-DEC 2022 CC	2,064.55	USD	0.00	2,064.55
						<b>Document Total:</b>	<b>2,064.55</b>
						<b>Payment Method Total:</b>	<b>2,064.55</b>
						<b>Cash Account Total:</b>	<b>2,064.55</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107992	Closed	1/27/2023	GLAXO1	GLAXO SMITH KLINE	0.00	2,982.34
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		8253929161	VACCINE BOOSTI	2,982.34	USD	0.00	2,982.34
						<b>Document Total:</b>	<b>2,982.34</b>
						<b>Payment Method Total:</b>	<b>2,982.34</b>
						<b>Cash Account Total:</b>	<b>2,982.34</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107993	Closed	1/27/2023	GRAT07	GRATIOT ISABELLA RESD	0.00	90,073.88
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		11208	OCT-DEC 2022 HF	90,073.88	USD	0.00	90,073.88
						<b>Document Total:</b>	<b>90,073.88</b>
						<b>Payment Method Total:</b>	<b>90,073.88</b>
						<b>Cash Account Total:</b>	<b>90,073.88</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107994	Closed	1/27/2023	HAZEL01	HAZEL I FINDLAY	0.00	40.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01052023	MEMORIAL FOR L	40.00	USD	0.00	40.00
						<b>Document Total:</b>	<b>40.00</b>
						<b>Payment Method Total:</b>	<b>40.00</b>
						<b>Cash Account Total:</b>	<b>40.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107995	Closed	1/27/2023	HEDG01	HEDGEROW SOFTWARE LTD.	0.00	15,000.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1213	BUILD HEDGEHO	15,000.00	USD	0.00	15,000.00
						<b>Document Total:</b>	<b>15,000.00</b>
						<b>Payment Method Total:</b>	<b>15,000.00</b>
						<b>Cash Account Total:</b>	<b>15,000.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107996	Closed	1/27/2023	JORG01	JORGENSEN JIM & KAREN	0.00	133.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01092023	REFUND WATER/	133.00	USD	0.00	133.00
						<b>Document Total:</b>	<b>133.00</b>
						<b>Payment Method Total:</b>	<b>133.00</b>
						<b>Cash Account Total:</b>	<b>133.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107997	Closed	1/27/2023	MICH02	MALEHA-MICHIGAN ASSOCIATION OF LOCAL ENVIRONMENTAL	0.00	20.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		2023-1	BRYAN FOWLER :	20.00	USD	0.00	20.00
						<b>Document Total:</b>	<b>20.00</b>
						<b>Payment Method Total:</b>	<b>20.00</b>
						<b>Cash Account Total:</b>	<b>20.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107998	Closed	1/27/2023	MCKE01	MCKESSON MEDICAL	0.00	261.60

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20202015	SODIUM CHLORIE	78.63	USD	0.00	78.63
BILL		20161017	3 CASES DISTILLI	60.99	USD	0.00	60.99
BILL		20161022	3 CASES DISTILLI	60.99	USD	0.00	60.99
BILL		20161024	3 CASES DISTILLI	60.99	USD	0.00	60.99
						<b>Document Total:</b>	<b>261.60</b>
						<b>Payment Method Total:</b>	<b>261.60</b>
						<b>Cash Account Total:</b>	<b>261.60</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	107999	Closed	1/27/2023	MERC01	MERCK SHARP & DOHME LLC	0.00	1,351.58
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		7016661108	HEP A ADULT VAC	675.79	USD	0.00	675.79
BILL		7016675868	HEP A ADULT VAC	675.79	USD	0.00	675.79
<b>Document Total:</b>							<b>1,351.58</b>
<b>Payment Method Total:</b>							<b>1,351.58</b>
<b>Cash Account Total:</b>							<b>1,351.58</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108000	Closed	1/27/2023	MICH06	MICHIGAN DEPARTMENT OF AGRICULTURE	0.00	43.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		791-11067304	NOVEMBER FOOI	43.00	USD	0.00	43.00
<b>Document Total:</b>							<b>43.00</b>
<b>Payment Method Total:</b>							<b>43.00</b>
<b>Cash Account Total:</b>							<b>43.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108001	Closed	1/27/2023	MICH11	MICHIGAN NURSES ASSOCIATION	0.00	575.01
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		JAN 2023	JANUARY 2023 DI	575.01	USD	0.00	575.01
<b>Document Total:</b>							<b>575.01</b>
<b>Payment Method Total:</b>							<b>575.01</b>
<b>Cash Account Total:</b>							<b>575.01</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108002	Closed	1/27/2023	MISD01	MISDU - FRIEND OF COURT	0.00	283.91
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01272023	1/27/23 EMPLOYE	283.91	USD	0.00	283.91
<b>Document Total:</b>							<b>283.91</b>
<b>Payment Method Total:</b>							<b>283.91</b>
<b>Cash Account Total:</b>							<b>283.91</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108003	Closed	1/27/2023	QUIC01	QUICKTROPHY	0.00	53.99
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		119376	3 NAMEPLATES	53.99	USD	0.00	53.99
<b>Document Total:</b>							<b>53.99</b>
<b>Payment Method Total:</b>							<b>53.99</b>
<b>Cash Account Total:</b>							<b>53.99</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108004	Closed	1/27/2023	RSNO01	R&S NORTHEAST LLC	0.00	39.15

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		377546	LIDOCAINE INJ	39.15	USD	0.00	39.15
<b>Document Total:</b>							<b>39.15</b>
<b>Payment Method Total:</b>							<b>39.15</b>
<b>Cash Account Total:</b>							<b>39.15</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108005	Closed	1/27/2023	SANO01	SANOVI PASTEUR INC	0.00	3,468.94

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		920092121	FLUZONE REGUL	514.63	USD	0.00	514.63
BILL		920100257	MEDQUADFI VAC	2,695.62	USD	0.00	2,695.62
BILL		920096848	TUBERSOL	258.69	USD	0.00	258.69
<b>Document Total:</b>							<b>3,468.94</b>
<b>Payment Method Total:</b>							<b>3,468.94</b>
<b>Cash Account Total:</b>							<b>3,468.94</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108006	Closed	1/27/2023	STAN01	STANTON LOCK-UP	0.00	918.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		2023	2023 STORAGE	918.00	USD	0.00	918.00
<b>Document Total:</b>							<b>918.00</b>
<b>Payment Method Total:</b>							<b>918.00</b>
<b>Cash Account Total:</b>							<b>918.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108007	Closed	1/27/2023	STAT01	STATCOURIER	0.00	2,201.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		1019-2983	DECEMBER LAB C	2,201.00	USD	0.00	2,201.00
<b>Document Total:</b>							<b>2,201.00</b>
<b>Payment Method Total:</b>							<b>2,201.00</b>
<b>Cash Account Total:</b>							<b>2,201.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108008	Closed	1/27/2023	STAT04	STATE OF MICHIGAN-LAB	0.00	23.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20230103-13	OCTOBER LABS	23.00	USD	0.00	23.00
						<b>Document Total:</b>	<b>23.00</b>
						<b>Payment Method Total:</b>	<b>23.00</b>
						<b>Cash Account Total:</b>	<b>23.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108009	Closed	1/27/2023	TEAM02	TEAMSTERS LOCAL 214	0.00	1,815.99
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		JAN 2023	JANUARY 2023 DI	1,815.99	USD	0.00	1,815.99
						<b>Document Total:</b>	<b>1,815.99</b>
						<b>Payment Method Total:</b>	<b>1,815.99</b>
						<b>Cash Account Total:</b>	<b>1,815.99</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108010	Closed	1/27/2023	TOTA03	TOTAL ENERGY SYSTEMS LLC	0.00	661.76
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		INV92293	ORDER SO29188	661.76	USD	0.00	661.76
						<b>Document Total:</b>	<b>661.76</b>
						<b>Payment Method Total:</b>	<b>661.76</b>
						<b>Cash Account Total:</b>	<b>661.76</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108011	Closed	1/27/2023	UNIT02	UNITED WAY OF GRATIOT COUNTY	0.00	156.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		JAN 2023	JANUARY 2023 EI	156.00	USD	0.00	156.00
						<b>Document Total:</b>	<b>156.00</b>
						<b>Payment Method Total:</b>	<b>156.00</b>
						<b>Cash Account Total:</b>	<b>156.00</b>

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108012	Closed	1/27/2023	UNIT03	UNITED WAY OF MONTCALM COUNTY	0.00	46.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		JAN2023	JANUARY 2023 EI	46.00	USD	0.00	46.00
						<b>Document Total:</b>	<b>46.00</b>
						<b>Payment Method Total:</b>	<b>46.00</b>
						<b>Cash Account Total:</b>	<b>46.00</b>



CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108013	Closed	1/27/2023	UNOD01	UNODEUCE	0.00	1,875.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		INV-2380	DOWN PAYMENT	1,875.00	USD	0.00	1,875.00
						<b>Document Total:</b>	<b>1,875.00</b>
						<b>Payment Method Total:</b>	<b>1,875.00</b>
						<b>Cash Account Total:</b>	<b>1,875.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108014	Closed	1/27/2023	VAND01	VANDERMEULEN RYAN	0.00	195.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		BN20230111175644	REFUND VACANT	195.00	USD	0.00	195.00
						<b>Document Total:</b>	<b>195.00</b>
						<b>Payment Method Total:</b>	<b>195.00</b>
						<b>Cash Account Total:</b>	<b>195.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108015	Closed	1/27/2023	VERT01	VERTILOCITY	0.00	929.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		31004919	DECEMBER 2022	929.00	USD	0.00	929.00
						<b>Document Total:</b>	<b>929.00</b>
						<b>Payment Method Total:</b>	<b>929.00</b>
						<b>Cash Account Total:</b>	<b>929.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108016	Closed	1/27/2023	WATK02	WATKINS SURGICAL SUPPLY	0.00	616.90

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		0000546421	XYLOCAINE (LIDC	288.40	USD	0.00	288.40
BILL		0000546708	ISONIAZID 300MG	328.50	USD	0.00	328.50
						<b>Document Total:</b>	<b>616.90</b>
						<b>Payment Method Total:</b>	<b>616.90</b>
						<b>Cash Account Total:</b>	<b>616.90</b>

Doc. Type	Count	Amount Paid (USD)
Check	36	140,193.62
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
<b>Company Total:</b>	<b>36</b>	<b>140,193.62</b>



Expense Voucher # 1998

2/10/2023

**Payables**

108017 - 108037 Acumatica Checks & ACH \$ 64,784.81

**Payroll**

Ameriprise NBS		\$	100.00
MERS 457		\$	1,532.00
MERS Defined Benefit - Employee		\$	4,475.89
Nationwide		\$	2,180.00
EFT Payroll Tax			
Federal		\$	35,208.69
State		\$	5,575.37
MERS Defined Benefit - Employer	Jan-23	\$	43,946.35
Direct Deposit Payroll		\$	116,349.95
Direct Deposit HSA		\$	7,402.27
UIA - B Morales		\$	6,335.00
2/3/23 withdraw request		\$	(7,000.00)

**Fees**

Huntington e-Banking fee	Jan-23	\$	260.08
Huntington Bank Interest	Jan-23	\$	(29.99)

**TOTAL**

**\$ 281,120.42**

AP Payment Register

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108017	Closed	2/10/2023	AMAZON01	AMAZON CAPITAL SERVICES	0.00	358.74

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		164Q-J6V7-7TTF	STAND UP DESK	118.79	USD	0.00	118.79
BILL		1G7D-7PD4-964N	LAPTOP/MONITOI	39.99	USD	0.00	39.99
BILL		1FGN-F9FJ-1VGQ	WALL PANELS GE	199.96	USD	0.00	199.96
<b>Document Total:</b>							<b>358.74</b>
<b>Payment Method Total:</b>							<b>358.74</b>
<b>Cash Account Total:</b>							<b>358.74</b>

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108018	Closed	2/10/2023	CDWG01	CDW GOVERNMENT, INC.	0.00	5,130.07

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		GH39299	COMPUTER EQUI	1,269.95	USD	0.00	1,269.95
BILL		GH50656	COMPUTER EQUI	618.93	USD	0.00	618.93
BILL		GH58864	COMPUTER EQUI	199.00	USD	0.00	199.00
BILL		GJ32736	SURFACEPRO/TE	1,276.01	USD	0.00	1,276.01
BILL		GK83850	ITEM# 6695296 M	1,516.18	USD	0.00	1,516.18
BILL		ZR00315665	JANUARY WEBEX	250.00	USD	0.00	250.00
<b>Document Total:</b>							<b>5,130.07</b>
<b>Payment Method Total:</b>							<b>5,130.07</b>
<b>Cash Account Total:</b>							<b>5,130.07</b>

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108019	Closed	2/10/2023	CLIN02	CLINTON COUNTY RESA	0.00	14,106.31

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20230131	NOVEMBER-JANL	14,106.31	USD	0.00	14,106.31
<b>Document Total:</b>							<b>14,106.31</b>
<b>Payment Method Total:</b>							<b>14,106.31</b>
<b>Cash Account Total:</b>							<b>14,106.31</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108020	Closed	2/10/2023	FIRS01	FIRST NATIONAL BANK OMAHA	0.00	8,066.43

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		CRED-C	BUSINESS ENVEL	369.20	USD	0.00	369.20
BILL		CC-1/19	TOBACCO/ALCOH	76.59	USD	0.00	76.59
BILL		CREDITC-0119	ROLLING CART	98.61	USD	0.00	98.61
BILL		VISA1/19	COLUSTRUM BAE	124.20	USD	0.00	124.20
BILL		VISAC	BABY BELLIES KE	124.20	USD	0.00	124.20
BILL		1-19 VISA	2 YEAR EXCHANG	499.98	USD	0.00	499.98
BILL		VISA 1/30	STAMPED ENVEL	1,508.40	USD	0.00	1,508.40
BILL		2593 JAN 2023	POSTAGE,TRAINI	4,685.60	USD	0.00	4,685.60
BILL		0609 JAN 2023	CLEANING SUPPL	13.25	USD	0.00	13.25
BILL		8712 JAN 2023	UPS, TIGERCONN	566.40	USD	0.00	566.40
<b>Document Total:</b>							<b>8,066.43</b>
<b>Payment Method Total:</b>							<b>8,066.43</b>
<b>Cash Account Total:</b>							<b>8,066.43</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108021	Closed	2/10/2023	HOSP03	HOSPITAL NETWORK HEALTHCARE SERVICES	0.00	62.74

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		84570	CLINTON SHARPS	62.74	USD	0.00	62.74
<b>Document Total:</b>							<b>62.74</b>
<b>Payment Method Total:</b>							<b>62.74</b>
<b>Cash Account Total:</b>							<b>62.74</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108022	Closed	2/10/2023	INSP01	INSPIRATION STUDIO DESIGNS	0.00	170.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		3226	BUSINESS CARD\$	36.00	USD	0.00	36.00
BILL		3225	BUSINESS CARD\$	72.00	USD	0.00	72.00
BILL		3236	WEB DEVELOPME	62.50	USD	0.00	62.50
<b>Document Total:</b>							<b>170.50</b>
<b>Payment Method Total:</b>							<b>170.50</b>
<b>Cash Account Total:</b>							<b>170.50</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108023	Closed	2/10/2023	MICH12	MICHIGAN OFFICE SOLUTIONS - MOS	0.00	693.08

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		IN2825717	DRUM/BLACK TOI	693.08	USD	0.00	693.08
<b>Document Total:</b>							<b>693.08</b>
<b>Payment Method Total:</b>							<b>693.08</b>
<b>Cash Account Total:</b>							<b>693.08</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108024	Closed	2/10/2023	MID01	MIDSTATE PRINTING	0.00	1,001.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		3156	EMPLOYEE APPA	1,001.00	USD	0.00	1,001.00
						<b>Document Total:</b>	<b>1,001.00</b>
						<b>Payment Method Total:</b>	<b>1,001.00</b>
						<b>Cash Account Total:</b>	<b>1,001.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108025	Closed	2/10/2023	MISD01	MISDU - FRIEND OF COURT	0.00	283.91

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		02102023	2/10/23 PAYROLL	283.91	USD	0.00	283.91
						<b>Document Total:</b>	<b>283.91</b>
						<b>Payment Method Total:</b>	<b>283.91</b>
						<b>Cash Account Total:</b>	<b>283.91</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108026	Closed	2/10/2023	MONT10	MONTCALM CARE NETWORK	0.00	8,750.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01202023	MHSC COMMUNIT	8,750.00	USD	0.00	8,750.00
						<b>Document Total:</b>	<b>8,750.00</b>
						<b>Payment Method Total:</b>	<b>8,750.00</b>
						<b>Cash Account Total:</b>	<b>8,750.00</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108027	Closed	2/10/2023	MUTU01	MUTUAL OF OMAHA	0.00	5,458.97

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		MARCH2023	LIFE & EE VOLUN	5,458.97	USD	0.00	5,458.97
						<b>Document Total:</b>	<b>5,458.97</b>
						<b>Payment Method Total:</b>	<b>5,458.97</b>
						<b>Cash Account Total:</b>	<b>5,458.97</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108028	Closed	2/10/2023	QUIL01	QUILL CORPORATION	0.00	61.44

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		30044030	EXTENSION CORI	38.97	USD	0.00	38.97
BILL		30041297	2 PK GROUND AD	22.47	USD	0.00	22.47
						<b>Document Total:</b>	<b>61.44</b>
						<b>Payment Method Total:</b>	<b>61.44</b>
						<b>Cash Account Total:</b>	<b>61.44</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108029	Closed	2/10/2023	RSNO01	R&S NORTHEAST LLC	0.00	562.35

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		380986	SPRINTEC	562.35	USD	0.00	562.35
						<b>Document Total:</b>	<b>562.35</b>
						<b>Payment Method Total:</b>	<b>562.35</b>
						<b>Cash Account Total:</b>	<b>562.35</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108030	Closed	2/10/2023	STAP01	STAPLES	0.00	190.44

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		3528251419	PLANNER, BLACK	123.15	USD	0.00	123.15
BILL		3528251420	CLASP ENVELOPI	67.29	USD	0.00	67.29
						<b>Document Total:</b>	<b>190.44</b>
						<b>Payment Method Total:</b>	<b>190.44</b>
						<b>Cash Account Total:</b>	<b>190.44</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108031	Closed	2/10/2023	STAT04	STATE OF MICHIGAN-LAB	0.00	11.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		20230103-30	LAB	11.50	USD	0.00	11.50
						<b>Document Total:</b>	<b>11.50</b>
						<b>Payment Method Total:</b>	<b>11.50</b>
						<b>Cash Account Total:</b>	<b>11.50</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108032	Closed	2/10/2023	TOTA03	TOTAL ENERGY SYSTEMS LLC	0.00	4,641.34

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		INV93804	WOK ON MONTC/	4,641.34	USD	0.00	4,641.34
						<b>Document Total:</b>	<b>4,641.34</b>
						<b>Payment Method Total:</b>	<b>4,641.34</b>
						<b>Cash Account Total:</b>	<b>4,641.34</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108033	Closed	2/10/2023	VERI01	VERIZON	0.00	4,750.41

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		9926120850	1/24-2/23 CELL PH	4,750.41	USD	0.00	4,750.41
						<b>Document Total:</b>	<b>4,750.41</b>
						<b>Payment Method Total:</b>	<b>4,750.41</b>
						<b>Cash Account Total:</b>	<b>4,750.41</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108034	Closed	2/10/2023	VERT01	VERTILOCITY	0.00	127.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		31005195	JANUARY SOFTW	127.50	USD	0.00	127.50
						<b>Document Total:</b>	<b>127.50</b>
						<b>Payment Method Total:</b>	<b>127.50</b>
						<b>Cash Account Total:</b>	<b>127.50</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108035	Closed	2/10/2023	VIEW01	VIEW NEWSPAPER GROUP	0.00	232.40

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		333497	2023 BOH MEETIN	232.40	USD	0.00	232.40
						<b>Document Total:</b>	<b>232.40</b>
						<b>Payment Method Total:</b>	<b>232.40</b>
						<b>Cash Account Total:</b>	<b>232.40</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108036	Closed	2/10/2023	WINN01	WINN TELECOM	0.00	9,828.68

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		0410000908	FEB 2023 LOCAL/LONG DIS	9,828.68	USD	0.00	9,828.68
						<b>Document Total:</b>	<b>9,828.68</b>
						<b>Payment Method Total:</b>	<b>9,828.68</b>
						<b>Cash Account Total:</b>	<b>9,828.68</b>

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
CHECK	108037	Closed	2/10/2023	WOOD01	WOOD SARAH	0.00	297.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
BILL		01142023	1/10-1/11 CONTR/	56.25	USD	0.00	56.25
BILL		01212023	1/18-1/20 CONTR/	71.25	USD	0.00	71.25
BILL		01282023	1/24-1/28 CONTR/	169.50	USD	0.00	169.50
						<b>Document Total:</b>	<b>297.00</b>
						<b>Payment Method Total:</b>	<b>297.00</b>
						<b>Cash Account Total:</b>	<b>297.00</b>

Doc. Type	Count	Amount Paid (USD)
Check	21	64,784.81
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
<b>Company Total:</b>	<b>21</b>	<b>64,784.81</b>

**Mid-Michigan District Health Department  
Monthly Balance Sheet, Revenue and Expenditure Report  
January 2023**

**Summary and Special Notes**

As of the end of January, actual revenues and expenditures should be approximately 33% of the \$8,800,846 total budget. The total revenues through January were \$2,760,869.65 and the total expenses were \$2,732,344.54. The overall actual revenues and expenditures (adjusting for in-kind space costs and Vaccines for Children) were at 31% each, representing a small surplus of \$12,031.02.

Some highlights year to date:

**Revenues**

- **ELPHS** – The Essential Local Public Health Services funding includes an annual payment for Local Stabilization Dollars causing the percentage to be slightly higher year to date.
- **Misc Income** – Interest has been higher than budgeted.
- **Food Service Fees** – Most of the payments are received annually in March/April.
- **Immunization Fees** – The flu vaccinations given during the first part of the year inflate the percentage year to date.

**Expenses**

- **Contractual** – There are some contracted services that occur annually which have not been paid yet.
- **Liability Insurance** – The budget will need to be adjusted as it was underbudgeted and there was an increase. This will be adjusted and covered by the higher-than-expected misc income.
- **Communications** – Communications have went up over the past couple of years due to the need for cell phones. This will need to be adjusted. Travel and training can be adjusted to compensate for the difference.



Mid-Michigan District Health Department

Balance Sheet - Comparative

As of January 31, 2023

	2023	2022	Variance	%
<b>Assets</b>				
Cash & Cash Equivalents	3,266,647.77	3,819,006.30	(552,358.53)	-16.91%
Account Receivable	69,375.00	57,596.65	11,778.35	16.98%
Other Receivables	326,819.88	397,406.74	(70,586.86)	-21.6%
Prepaid Expenses	41,330.50	49,706.74	(8,376.24)	-20.27%
VFC Inventory	39,419.34	55,567.58	(16,148.24)	-40.97%
<b>Total Assets</b>	<b>3,743,592.49</b>	<b>4,379,284.01</b>	<b>(635,691.52)</b>	<b>-16.98%</b>
<b>Liabilities</b>				
Employee Deductions	44,427.55	36,798.85	7,628.70	17.17%
Accounts Payable	44,931.72	119,305.52	(74,373.80)	-165.53%
Due to Others	1,040,912.05	1,086,108.47	(45,196.42)	-4.34%
Taxes Payable	0.00	0.03	(0.03)	
VFC Inventory	39,419.35	55,567.61	(16,148.26)	-40.97%
Trust Funds	17,987.17	17,986.86	0.31	%
Deferred Revenues	0.00	0.00		
Other Long-term Liabs	198,633.00	222,233.00	(23,600.00)	-11.88%
FUND BALANCE RESTRICTED DENTAL	95,208.84	95,208.84		
FUND BALANCE END OF YEAR	(441,588.31)	(223,919.78)	(217,668.53)	49.29%
FUND BALANCE	200,209.83	600,507.72	(400,297.89)	-199.94%
FUND BALANCE - TECHNICAL/EQUIP	489,494.46	489,494.46		
FUND BALANCE-FACILITY DEV.	224,580.00	224,580.00		
FUND BALANCE-SELF INS BONDS	13,949.72	13,949.72		
FUND BALANCE-FUTURE RETIREMENT	516,099.58	516,099.58		
FUND BALANCE-COMPENSATED LEAVE	549,707.51	373,329.40	176,378.11	32.09%
FUND BALANCE-UNEMPLOYMENT	55,000.00	55,000.00		
FUND BALANCE - TRAINING	35,000.00	35,000.00		
FUND BALANCE - BRFS	11,522.00	11,522.00		
FUND BALANCE-HEALTH INSURANCE	160,000.00	160,000.00		
FUND BALANCE-POTENTIAL CLAIMS	168,289.00	168,289.00		
FUND BALANCE CHW	200,000.00	200,000.00		
FUND BALANCE OPEB	67,778.00	67,778.00		
Net Income / (Loss)	12,031.02	54,444.73	(42,413.71)	-352.54%
<b>Total Liabilities</b>	<b>3,743,592.49</b>	<b>4,379,284.01</b>	<b>(635,691.52)</b>	<b>-16.98%</b>
Difference	0.00	0.00	0.00	

## REVENUE-EXPENSE

As of January 31, 2023

ALL PROGRAMS	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD
<b>REVENUE</b>					
ELPHS	1,147,315.00	79,762.60	509,212.20	638,102.80	44%
MDHHS GRANTS	3,503,257.00	295,870.81	1,125,716.15	2,377,540.85	32%
MDHHS FEE FOR SERVICE	70,000.00	0.00	9,443.16	60,556.84	13%
EGL E GRANTS	85,015.00	4,732.50	19,095.25	65,919.75	22%
OTHER GRANTS	858,000.00	144,461.12	215,883.26	642,116.74	25%
VFC SUPPLIES	300,000.00	12,000.68	47,507.89	252,492.11	16%
MEDICAID FULL COST	282,000.00	44,277.00	88,554.00	193,446.00	31%
MEDICAID OUTREACH	53,355.00	0.00	0.00	53,355.00	0%
MISC INCOME	22,000.00	9,813.68	28,927.66	-6,927.66	131%
<b>FEEES</b>					
CHED ADMINISTRATION	1,000.00	0.00	0.00	1,000.00	0%
ORAL HEALTH	0.00	735.00	1,465.00	-1,465.00	
ORAL HEALTH K-ASSESSMENT	0.00	0.00	840.00	-840.00	
CLINICAL VARNISH	10,000.00	825.00	825.00	9,175.00	8%
HEARING	21,000.00	807.20	4,360.20	16,639.80	21%
VISION	21,000.00	488.80	4,398.80	16,601.20	21%
FAMILY PLANNING	108,000.00	1,499.21	20,732.05	87,267.95	19%
BCCCP	1,000.00	-240.80	476.35	523.65	48%
BLOOD LEAD	8,100.00	510.17	797.18	7,302.82	10%
HIV	1,000.00	0.00	0.00	1,000.00	0%
STD/STI	4,000.00	600.91	1,541.20	2,458.80	39%
IMMUNIZATIONS	130,000.00	11,172.73	81,124.87	48,875.13	62%
COMMUNICABLE DISEASE	2,000.00	0.00	200.00	1,800.00	10%
BODY ART	1,500.00	0.00	0.00	1,500.00	0%
FOOD PROGRAM	315,000.00	7,418.00	12,460.00	302,540.00	4%
WATER PROGRAM	185,000.00	21,631.00	37,466.00	147,534.00	20%
SEWAGE PROGRAM	195,000.00	26,048.00	44,723.00	150,277.00	23%
EH MISC	45,000.00	24,786.00	27,454.08	17,545.92	61%
EH ADMIN	1,000.00	194.38	238.42	761.58	24%
ADMINISTRATION	200.00	0.00	-50.00	250.00	-25%
SPACE	296,599.99	24,194.03	96,776.00	199,823.99	33%
APPROPRIATIONS	1,133,504.01	94,622.92	380,701.93	752,802.08	34%
<b>TOTAL REVENUE</b>	<b>8,800,846.00</b>	<b>806,210.94</b>	<b>2,760,869.65</b>	<b>6,039,976.35</b>	<b>31%</b>

## REVENUE-EXPENSE

As of January 31, 2023

ALL PROGRAMS	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD
<b>EXPENSE</b>					
SALARIES	4,336,979.00	350,080.26	1,363,523.06	2,973,455.94	31%
FICA	331,775.00	24,138.90	99,678.64	232,096.36	30%
HEALTH INSURANCE	913,058.00	74,682.30	298,505.07	614,552.93	33%
DENTAL INSURANCE	57,645.00	4,027.24	17,057.12	40,587.88	30%
RETIREMENT	723,303.00	43,946.35	197,519.72	525,783.28	27%
OTHER BENEFITS	43,786.00	1,373.81	13,360.38	30,425.62	31%
OFFICE SUPPLIES	92,700.00	-1,243.08	32,264.30	60,435.70	35%
COMPUTER SUPPLIES	70,000.00	-1,209.49	18,153.66	51,846.34	26%
MEDICAL SUPPLIES	48,800.00	2,085.00	17,131.05	31,668.95	35%
BIOLOGICS	60,500.00	5,216.51	26,417.94	34,082.06	44%
VFC	300,000.00	12,000.69	47,507.89	252,492.11	16%
OTHER SUPPLIES	0.00	0.00	695.00	-695.00	
CAPITAL EXPENSE	0.00	36,646.61	10,000.00	-10,000.00	
SOFTWARE PURCHASES	0.00	15,000.00	30,000.00	-30,000.00	
CONTRACTUAL	1,056,400.00	132,881.52	292,137.90	764,262.10	28%
LABS	4,200.00	34.50	1,878.78	2,321.22	45%
COMMUNICATIONS	59,400.00	8,389.11	31,778.20	27,621.80	53%
TRAVEL/TRAINING	171,900.00	12,882.83	46,787.03	125,112.97	27%
MEMBERSHIPS	25,600.00	4,826.54	14,708.10	10,891.90	57%
ADVERTISING	34,100.00	365.15	7,182.56	26,917.44	21%
LIABILITY INSURANCE	33,000.00	5,207.50	20,829.75	12,170.25	63%
LEASE & MAINTENANCE	111,100.00	7,556.48	52,061.92	59,038.08	47%
RENT	31,000.00	3,184.67	9,184.65	21,815.35	30%
SPACE	285,600.00	24,194.03	96,776.00	188,824.00	34%
MISC EXPENSE	10,000.00	942.25	3,699.91	6,300.09	37%
<b>TOTAL EXPENSE</b>	<b>8,800,846.00</b>	<b>767,209.68</b>	<b>2,748,838.63</b>	<b>6,052,007.37</b>	<b>31%</b>
<b>Net Income (Loss)</b>	<b>0.00</b>	<b>39,001.26</b>	<b>12,031.02</b>	<b>-12,031.02</b>	

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

February 22, 2023

ADMINISTRATOR: Melissa Selby, Director of Administrative Services

SUBJECT: Purchase of PowerDMS

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.)*

In preparation for state accreditation, MMDHD has begun to review agency and program policies. In 2019, the Agency fully met all minimum program requirements but the challenges of balancing our resources during the pandemic led to many annual administrative tasks being placed on hold. Since 2020, agency and program policies have been updated as needed rather than annually and routine policy review was paused. MMDHD aims to work on getting back on track and have all agency policies be current and updated. Presently, without the review of current agency and program policies, MMDHD will be deficient in meeting some of the accreditation standards. Due to the large task ahead, MMDHD sought support from the Michigan Public Health Institute/Michigan Department of Health and Human Services through the 2023 Public Health Capacity-Building Mini-Grant Program for Michigan Local Health Departments and Tribal Public Health Agencies for its implementation of a new policy management platform. MMDHD was awarded \$10,000 to research, identify, and implement a policy management platform to assist in developing, tracking, reviewing, and updating internal program policies.

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.)*

Due to program complexities, the maintenance surrounding the tracking, reviewing, and updating policies has become burdensome as there is no streamlined process. The implementation of policy management platform would allow MMDHD to maintain a consistent review cycle where dedicated staff can be assigned to review and update policies annually and send them off for approval all within the same system. Additionally, the platform would maintain all versions of the previous policies where MMDHD staff could reference as needed. Furthermore, all staff would be able to reference policies (program and agency) within one centralized repository, eliminating policies being housed in different folders and locations.

IV. Fiscal Impact and Cost:

*(Immediate, ongoing, and future impact.)*

MMDHD has been awarded \$10,000 for the initial implementation of the platform via the awarded grant. After researching a variety of policy platform companies, MMDHD has determined that PowerDMS is the preferred platform among staff that are responsible for updating and maintaining policies. The initial implementation cost is \$11,000. The reoccurring yearly cost is \$9,425.00.

MMDHD's strategy for covering the reoccurring cost is to utilize unallocated funds received for the non-community water supply program. An increase of funding to this program was received for FY2023 and will be a fixed increase.

V. Alternatives Considered:

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

MMDHD met with three other companies and requested quotes for their policy programs:

EQS Policy Manager did not have a fully developed program and was lacking key features that MMDHD wanted in a program. The cost for the implementation of EQS was \$520.00.

Compliance Bridge had a fully developed program, but it was not user friendly. The process from uploading to the approval of the document had many steps and the program lacked a clean, easy to use look. The cost for compliance bridge is \$7,555 with an annual investment of \$5,055.

Finally, HealthStream had a fully developed program, but it was determined by staff that it seemed a bit more cumbersome and clunky to use. Additionally, HealthStream is more targeted to hospitals and healthcare entities while PowerDMS is more targeted to government entities. The cost for HealthStream is \$5,875.36 with an annual investment of \$4,375.36.

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.)*

MMDHD recommends the Board of Health authorize the agency to purchase PowerDMS as it is the preferred platform among involved staff, is a highly rated company, and offers the largest number of features to assist with policy management.

VII. Monitoring and Reporting Timeline:

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

In accordance with the grant, MMDHD will begin implementation as soon as possible and have a fully implemented system by August 2023.

Contract Details		Order Details	
<b>Account Number:</b> A-448609		<b>Order #:</b> Q-203202	
<b>Customer:</b> Mid-Michigan District Health Department (MI)		<b>Order Date:</b> 5/1/2023	
<b>Sales Rep:</b> Jameson Jones		<b>Valid Until:</b> 4/28/2023	
		<b>Subscription Start Date:</b> Per signature date below	
		<b>Subscription Term (months):</b> 12	
Customer Contact			
<b>Billing Contact:</b>	Mid-Michigan District Health Department (MI) Hailey Brewer	<b>Billing Contact Email:</b>	hbrewer@mmdhd.org
<b>Address:</b>	615 N State Street Suite 2 Stanton, MI 48888	<b>Phone:</b>	989-831-3662
		<b>Fax:</b>	
Payment Terms			
<b>Payment Term:</b>	Net 30	<b>Notes:</b>	
<b>PO Number:</b>			
Subscription Service			

YEAR-1

Item	Type	Qty	Total
PowerPolicy Professional-HC Subscription	Recurring	99	\$8,925.00
A policy and compliance management platform that lets you create, edit, organize, and distribute content from a secure, cloud-based site. Included are key features such as automatic workflows, signature capture and tracking, side-by-side comparison, knowledge testing, Public-Facing Documents, PowerDMS University, and Analytics for advanced reporting.			
SSO	Recurring	99	\$500.00
Single Sign on Service			
PowerPolicy Professional-HC Setup	Services	1	\$1,575.00
This package ensures a smooth implementation and successful ongoing use of PowerPolicy. This package includes Implementation Management: Led by a designated Implementation Specialist, guiding administrators through predetermined milestones to lead to a successful product launch, Project Management, Document and User Import and Site Configuration.			
<b>YEAR-1 TOTAL:</b>			<b>\$11,000.00</b>
<b>Subscription Term Total :</b>			<b>\$11,000.00</b>

**This price does not include any sales tax.**

**Additional Terms and Conditions**

**Payment Terms** All invoices issued hereunder are **due upon the invoice due date**. The fees labeled "Year 1 Total" shall be invoiced immediately, and if the Subscription Term is for a period longer than one year, the fees for future years shall be invoiced annually in advance of each 12 month period of the Subscription Term, but regardless of the billing cycle, Customer is responsible for the fees for the entire Subscription Term. The fees set forth in this Service Order are exclusive of all applicable taxes, levies, or duties imposed by taxing authorities and Customer shall be responsible for payment of any such applicable taxes, levies, or duties. All payment obligations are non-cancellable, and all fees paid are non-refundable.

**Terms & Conditions** Unless otherwise agreed in a written agreement between GovernmentJobs.com, Inc. (D/B/A/ NEOGOV), parent company of PowerDMS, Inc., Cuehit, Inc., Ragnasoft LLC (D/B/A/ PlanIT Schedule), and Design PD, LLC (D/B/A Agency360) (collectively, "NEOGOV") and Customer, this Service Order and the services to be furnished pursuant to this Service Order are subject to the terms and conditions set forth here: <https://www.neogov.com/service-specifications>. The Effective Date (as defined in the terms and conditions) shall be the date set forth below.

Accepted and Agreed By Authorized Representative of:  
**Mid-Michigan District Health Department (MI)**

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date \_\_\_\_\_

**THE INFORMATION AND PRICING CONTAINED IN THIS SERVICE ORDER IS STRICTLY CONFIDENTIAL**

**ComplianceBridge  
Corporation**

297 Kingsbury Grade, Suite 1180  
Post Office Box 4470  
Stateline, NV 89449-4470

**Proposal for:  
Mid-Michigan District Health  
Department**

ATTN: Hailey Brewer, MPH  
615 N. State St.  
Stanton, MI 48888

Dear Hailey,

This ComplianceBridge proposal is for 88 users which will enable Mid-Michigan District Health Department to manage, track and report on policies, procedures and other critical documents.

Mid-Michigan District Health Department will also have control over the content lifecycle from creation to archive. Impact your organization's vision through effective policy distribution, management and tracking, while maintaining a robust and complete compliance audit trail.

Use TotalCompliance for secure, cost effective policy and procedure management. Store all your documents in one central library with 24/7 access to all. Help subject matter experts and writers collaborate on content creation. Employ consistent standards for readability and versioning for clarity. Keep a historical record of all document versions. Never again confuse multiple variations of the same document.

We have quoted our seamless Microsoft 365 integration that allows for changes to be made to Office documents (Word, Excel, PPT) within ComplianceBridge. The documents are automatically saved without the added administrative overhead of uploading and downloading in order to edit them. Further, there is no need create a PDF version of the document for publishing.

Use of Word Online will require Mid-Michigan District Health Department to maintain a professional Office 365 license for all document editors. End users are provided with a free view-only license.

Please keep in mind that the configuration provided below includes Training, Product Support and Product Upgrades. Also included is a One-time Implementation fee estimate that provides a resource to work with your administrator team to get you into production by performing the following:

1. Import your user community
2. Strategize and create Groups and Document Categories
3. Import your existing policy library based on Groups and Categories
4. Establish advisory workflows to provide an effective policy revision process
5. Help Develop and automate associated reports
5. Develop and deliver training and rollout content

Please let me know if you have any questions. We at ComplianceBridge look forward to the opportunity of developing a productive partnership with Mid-Michigan District Health Department .

Sincerely,

Tina Jones  
Client Success Manager  
tjones@compliancebridge.com



Date	Proposal #	License Period	Good Until	Account Mgr.	Phone
Jan 31, 2023	3151	Annual	Mar 17, 2023	Jones, Tina	800 317-2820 ext 701
Description	One-time Setup	Quantity	Annual Subscription	Line Discount	Total
<b>1</b> Policy & Procedure Software-as-a-Service. 88 users.	\$0	88	\$5,055	\$0	\$5,055
<i>Includes all of the following:</i>					
<ul style="list-style-type: none"> <li>• Microsoft 365 Integration provides creating, editing and displaying Microsoft Office documents directly (Word, PPT, and Excel).</li> <li>• Allow external site to access a document directly. All reference documents by default.</li> </ul>					
<b>2</b> Implementation estimate to develop a production environment by providing assistance as defined above. Requires further project scoping to provide time and investment levels most beneficial to both parties.	\$2,500	1	\$0	\$0	\$2,500
<b>Subtotal</b>					<b>\$7,555</b>
<b>Initial Investment -- First Year</b>					<b>\$7,555</b>
<b>Annual Investment following Years</b>					<b>\$5,055</b>

# » EQS Policy Manager «

Manage and distribute policies effectively.

Proposal for Mid-Michigan District Health Department



# 1. About EQS Group

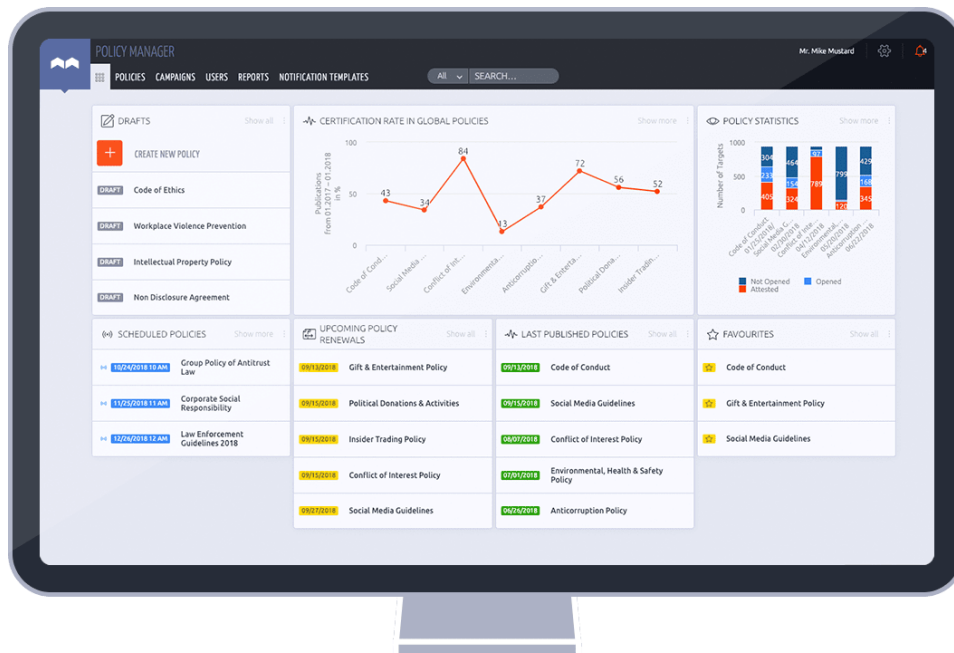
EQS Group is a leading international provider of regulatory technology (RegTech) in the fields of corporate compliance and investor relations. In working with EQS Group, thousands of companies worldwide inspire trust by fulfilling complex national and international disclosure obligations, minimizing risks and communicating transparently with stakeholders.

In addition to EQS Policy Manager, the digital policy management, our compliance portfolio also includes digital software solutions for whistleblowing (EQS Integrity Line) and tracking of gifts and invitations (EQS Approval Manager). Our goal is to simplify the day-to-day work of those responsible for compliance by making work processes more efficient and making all important key figures readily available and easy to understand at all times.

## 2. Digital policy management – EQS Policy Manager

 <p>Employee portal including all relevant policies</p>	 <p>Automatic versioning of all documents</p>	 <p>Import function of employees' data in Excel format</p>
 <p>Automatic distribution of documents to specific target groups</p>	 <p>Digital certification workflow</p>	 <p>Automatic reminder function</p>
 <p>Mobile-ready thanks to responsive design</p>	 <p>Premium service with helpline and support</p>	 <p>Secure hosting on ISO 27001 certified servers</p>

1. Policy Manager enables central management of company policies, work instructions and similar documents.
2. All users registered in the system can be managed centrally. Each user also has individual access data for the system.
3. Policy Manager offers the possibility to distribute policies and similar documents to defined recipients and allows them to be tracked
4. Highest data protection and security standards through hosting in an ISO 27001-certified server environment



## Existing features in EQS Policy Manager:

### Policy creation and dispatch:

- ✓ Create policies as HTML content or PDF file
- ✓ Create policies in multiple languages
- ✓ Adding supplementary material (e.g. links and files) to the guidelines
- ✓ Versioning / archiving of guidelines in case of major changes in content
- ✓ Automatic resubmission for policy review
- ✓ Set a due date for policy confirmation
- ✓ Use of three confirmation methods: read-only, signing, quiz
- ✓ Dynamic target group definition for policy distribution (based on employee attributes such as department, business unit and other characteristics)
- ✓ Automatic distribution of policies to new employees

### Reporting:

- ✓ Overview of drafts as well as active and archived policies
- ✓ Filter function for policies (e.g. by status or category)
- ✓ Dashboard with real-time statistics on certification rates per policy (also available as Excel download)
- ✓ User-based statistics of confirmed policies

**Management of employee data:**

- ✓ Import of employee data via Excel upload or automatic synchronization of employee data from your company's Active Directory / HR system
- ✓ Export and edit employee data
- ✓ Create and assign individual permissions per employee
- ✓ Search and filter functions for employees

**Employee portal:**

- ✓ Automatic e-mail notification when new policies are published
- ✓ Customization of the employee portal with company logo
- ✓ Employee portal available in up to 18 languages
- ✓ Easy policy search and grouping
- ✓ Complete digital confirmation of policies
- ✓ Download of supplementary materials

### 3. Configuration & Onboarding

The implementation of your EQS Integrity Line is done in three easy steps:



A dedicated Project Manager will provide support and advice during all steps of the implementation process.

The average implementation time of the system is around one week.

## 4. Proposal and Pricing

The costs depend on the range of features and the number of languages and users required.

EQS Policy Manager	
<b>One-time costs</b>	\$200
Technical implementation	2 languages included
Project management	✓
Training for administrators	✓
<b>Monthly license fee</b>	\$320
Usage of Policy Manager for defined user base	Up to 100 employees
Administrators	Up to 12
Maintenance & updates	✓
Secure server hosting & backups	✓
Key Account Manager support	✓
<b>Optional costs</b>	
Additional language	\$600 setup fee and \$25 monthly fee
Single sign-on (SSO) <sup>1</sup>	\$2,000 setup fee and \$100 monthly
Data Sync for employee data <sup>2</sup>	\$3,000 setup fee and \$200 monthly

<sup>1</sup> Allows logging in to the Policy Manager with the regular credentials, for example when logging on to the PC. Can also be used for other compliance modules after a one-time setup.

<sup>2</sup> Allows automatic synchronization of employee data such as name, email address, business unit, etc. to simplify the distribution of the guidelines. Can also be used for other compliance modules after a one-time setup.

## 5. Further conditions

The contract period is 12 months.

If the contract is not terminated by either party, it will automatically be extended for further 12 months. The notice of termination may be given in writing with a notice period of three months before the end of the respective contract period. The right to extraordinary termination remains unaffected.

All prices are quoted in USD excluding VAT. The EQS Terms available at [www.eqs.com](http://www.eqs.com) shall exclusively apply.

This proposal is valid until: March 31<sup>st</sup>, 2023

## 6. Contact

Do you have any questions regarding this proposal or other open topics? Please do not hesitate to contact me.



**Marco Goldberg** 

Managing Director

Cell: +1 917-251-1207

E-Mail: [marco.goldberg@eqs.com](mailto:marco.goldberg@eqs.com)

EQS Group Inc.

119 West 24th Street, 4<sup>th</sup> Floor, Suite 302

New York, NY 10011



# Proposal



**Submitted Date** February 8, 2023

**Order Number** ORD-0773372

**P.O. Number**

**Tax Exempt?** No

**Customer Information** **Name** MidMichigan Health  
**Address** 4005 Orchard Dr  
Midland, MI 48670-2001

**Primary Contact** **Name** Hailey Brewer  
**Email** hbrewer@mmdhd.org  
**Phone** 989-831-3662

**Billing Contact** **Name**  
**Email**  
**Phone**

**HealthStream Information** **Name** HealthStream, Inc.  
**Address** 500 11th Avenue North  
Suite 1000  
Nashville, TN 37203

**HealthStream Contact** **Name** Patrick Runyan  
**Email** patrick.runyan@healthstream.com  
**Phone**

**ORDER DETAILS – The pricing set forth in this Order Form, including any applicable discounts, shall expire if this Order Form is not signed and returned to HealthStream on or before 5:00PM Central Time on March 25, 2023.**

Billing Frequency: Annually

Product	Quantity	Unit Price	Term (Months)	Total
HealthStream Policy Manager	88	\$49.72	12	\$4,375.36
Policy Management: Onboarding Services	1	\$1,500.00	1	\$1,500.00
<b>Subtotal:</b>				<b>\$5,875.36</b>

**Grand Total: \$5,875.36**

Unless set forth in the Order Details above, the Term and invoicing under this Order Form of each Product commences on the earlier of Activation (as defined herein) or the six (6) month anniversary of the later of the signatures below. "Activation" shall mean that a Product is first made available by HealthStream for use by Customer or its Users. For existing HealthStream platform customers, invoicing will begin during the next billing cycle after the later of the two signatures below, unless

this is a renewal of an existing subscription. If this is a renewal of an existing subscription, the Term and invoicing will begin following the expiration of the then current term.

## Product Specific Terms

### HealthStream Policy Manager

HealthStream Policy Manager is a cloud-based system online policies and procedures management, offering all aspects of effective document publishing, version control, and attestation.

HealthStream Policy Manager - Customer machine requirements:

- Browser
  - The Google Chrome browser on the latest version is fully tested and supported.
  - Other browsers such as Microsoft Edge, Firefox and Safari are expected to function but may have some limitations related to the display of content or functionality.
  - Microsoft Internet Explorer is not supported.
- Users responsible for editing documents, may optionally take advantage of the products inline editing functionality using Microsoft Word®. A HealthStream Policy Manager Word Editing plugin will need to be installed on these customer workstations. The plugin is compatible with locally installed editions of Microsoft Word® 2010+.

HealthStream does not certify that the policies provided under this Order Form wholly or partially address applicable laws, rules, regulations, standards, and measures that affect a given organization. It is the responsibility of each organization to review all policies provided to determine how the information meets its needs. HealthStream makes no representations or warranties that any policy provided fulfills any applicable law, rule, regulation, standard, or measure for any particular healthcare organization, as it is the organization's responsibility to make such final determinations.

### HealthStream Policy Manager - Onboarding Services

HealthStream Onboarding Service is designed for Customer to adopt the HealthStream Policy Manager application. During the onboarding process, a HealthStream Implementation Manager will orient the Customer to best practices for managing and utilizing the HealthStream Policy Manager application, as well as enabling system functionality. Customer will also receive training resources to support their initial product adoption and ongoing utilization.

This Order Form, including all attachments and exhibits hereto, and the use of the Service(s) ordered shall be governed in all cases by the Master Services Agreement (the "Agreement" or "MSA") between Customer and HealthStream, Inc., as amended.

This Order Form is intended by both parties to run for the full term set forth for each Service in the Order Details table above, and the parties acknowledge they are aware of the current expiration date of this Order Form and the provisions for renewal and termination set forth in the Agreement. Third party courseware runs for the full term set forth herein and is not subject to any renewal provisions set forth in the Agreement. In the event the Agreement is terminated or expires prior to the expiration of the full term set forth above for each Service, the term of each Service license

shall also expire at that time and the Customer will not recover any fees paid in advance for the Product(s) for any part of the term or quantity for that Product or those Products that go unused, except as otherwise provided in the Agreement.

IN WITNESS WHEREOF, and intending to be legally bound hereby, each party hereto warrants and represents that this Order Form has been duly authorized by all necessary corporate action and that this Order Form has been duly executed by and constitutes a valid and binding agreement of that party.

**HealthStream Inc.**

**MidMichigan Health**

PROPOSAL ONLY

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

February 22, 2023

ADMINISTRATOR: Melissa Selby, Director of Administrative Services

SUBJECT: Cabling for Wireless Access Points

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.)*

In May, the Board approved MMDHD to purchase wireless access points as a part of the firewall upgrade. The additional wireless access points will allow staff and guests to be able to have access to the wireless internet throughout the building. Additionally, it will allow MMDHD to host a guest network for visitors to our office, reducing the security risks of connecting visitors to our internal network. Currently, MMDHD does not have enough access points to support this function and guests and staff lose access to the internet in certain areas of the buildings such as the main conference rooms.

The wireless access points were purchased but due to the supply chain they were on backorder for 7 months. MMDHD's original plan was to install the necessary cable required for the access points using two of the three IT staff member's expertise. With the unexpected departure of one of these staff members and the subsequent retirement of the other, MMDHD no longer has staff able to go into the ceilings to install the cabling.

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.)*

The installation of the cabling will allow MMDHD to install the wireless access point and fix the internet issues experienced by staff and visitors. It will allow MMDHD to create a guest network further increasing the security for our internal network.

IV. Fiscal Impact and Cost:

*(Immediate, ongoing, and future impact.)*

MMDHD reached out to three vendors to inquire about the installation of the cabling and access points. MMDHD is recommending the board to authorize Challenger2 to install the cable and access points. The cost of implementation is \$10,275.00. The money will come from the budgeted computer supplies line item and an adjustment will be made through the normal amendment variance process if needed.

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

MMDHD requested quotes from two other companies:

DataCom can provide the same services at a cost of \$12,910.00, or an upgrade to Cat6A cabling for \$13,825.00 for all three offices.

MDIS can provide the same services at a cost of \$17,259.78.

MMDHD reached out to our contracted IT service, and they do not provide cabling services as outlined in their contract. All three companies above were referred to MMDHD from VC3.

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.)*

MMDHD recommends the Board of Health authorize the agency to contract with Challenger2 to install the cabling and wireless access points at a cost of \$11,000.00 to buffer any price fluctuations.

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

MMDHD will provide a report to the board once project is completed.





**THE DATACOM GROUP, INC.**  
*Data, Voice & Video Network Systems*

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**PROPOSAL**  
**MID-MICHIGAN DISTRICT HEALTH**  
**DEPARTMENT**  
**WIRELESS ACCESS POINT**  
**CABLING AND INSTALLATION**



2-12-23  
3979 Holt Rd.  
Holt, MI 48842  
517-699-5000 = Ph.  
517-699-5076 = Fax  
Prepared by: John Amon  
[john@datacomgroup.com](mailto:john@datacomgroup.com)

## TABLE OF CONTENTS

EXECUTIVE SUMMARY _____	1
SCOPE OF WORK _____	2
PRICING _____	3



February 12, 2023

Hailey Brewer, MPH  
Administrative Services Supervisor  
Mid-Michigan District Health Department  
615 N. State St.  
Stanton, MI 48888

Hailey:

On behalf of The DataCom Group, Inc., it is my pleasure to submit our Proposal to Mid-Michigan District Health Department (MMDHD) for consideration to provide the Wireless Access Point (WAP) Cabling and Installation as detailed in the e-mails dated 1-19-23, Site visit conducted on 1-31-23 and as further defined herein.

DataCom is a local Technology Company, well versed in all aspects of the services to be provided herein.

We have listed a summary and associated cost herein for:

- Installation of new Cat6A Cabling for WAPs
- Installation of new WAPs
- Demo of existing WAPs

Thank you for allowing The DataCom Group the opportunity to work with you on this project.

Sincerely,  
*John Amon*  
John Amon  
Sales Engineer

## **Scope of Work**

Please refer to the following for a detailed description of services provided under this proposal.

### **Global Cabling Installation – Base Bid:**

- 1 – CAT6A cable ran from MDF to user end location per WAP
- New CAT6A Cable terminated on CAT6A Jack in one port surface mount box at user end. Cable terminated on CAT6A Jack in modular patch panel in MDF location.
- Testing, Labeling and 1 Year Warranty provided on DataCom installed cabling
- As Built provided upon completion in PDF Format
- CAT6A Patch Cords Listed as an Add Alternate under this proposal

### **Add & Deduct Alternates:**

- **Add Alternate # 1:** Is intended to be added to the Base Bid Cost if needed and provides for the following items, not provided under DataCom’s Base Bid:
  - 28 – 3’ Cat6A Patch Cords, 28 – 7’ Cat6A Patch Cords
- **Deduct Alternate # 1:** Is intended to be deducted from the Base Bid Cost if needed and provides for the following changes to DataCom’s Base Bid:
  - Cat6 Cabling System in place of Cat6A Cabling System

## **Base Bid**

DataCom shall provide installation of the following under this contract:

### **MMDHD – St. John’s Location:**

- Demolition of the following Equipment:
  - 3 – Existing WAPs
    - WAP to demo’ed and returned to owner
- Installation of following equipment provided by MMDHD:
  - 8 – WAP’s
    - 8 – New WAP Locations
    - 8 – New CAT6A Cables
  - 1 - 24 Port, Modular Patch Panel in MDF to accommodate DataCom Installed Cabling

### **MMDHD – Ithaca Location:**

- Demolition of the following Equipment:
  - 3 – Existing WAPs
    - WAP to demo’ed and returned to owner
- Installation of following equipment provided by MMDHD:
  - 8 – WAP’s
    - 8 – New WAP Locations
    - 8 – New CAT6A Cables
  - 1 - 24 Port, Modular Patch Panel in MDF to accommodate DataCom Installed Cabling

### **MMDHD – Stanton Location:**

- Demolition of the following Equipment:
  - 3 – Existing WAPs
    - WAP to demo’ed and returned to owner
- Installation of following equipment provided by MMDHD:
  - 12 – WAP’s
    - 12 – New WAP Locations
    - 12 – New CAT6A Cables
  - 1 - 24 Port, Modular Patch Panel in MDF to accommodate DataCom Installed Cabling

**Terms and Conditions:**

- DataCom assumes existing pathways and spaces are available for DataCom installed cabling. DataCom has provided for a small amount of J Hooks only. Additional sleeves, penetrations and cable supports can be added at an additional cost if needed.
- DataCom assumes work can be performed Monday through Friday during normal business hours
- MMDHD shall provide any and all electronics as needed and configuration/programming of system
- DataCom assumes there is sufficient space in owner’s telecommunications rack to support new patch panels
- Because DataCom is unable to determine the exact extent of what would be required to demo existing cabling at each facility, Demo of existing cabling is not provided for under this proposal. Demo of existing cabling – if needed – can be provided on a Time and Materials basis.

**Pricing**

This quote is valid for 30 days. Purchase Order is required prior to securing materials or scheduling the project. Terms are set forth below.

**Payment Terms:** All invoices generated from this project shall have payment term of NET30. 1 ½% interest applied to all past due invoices.

**BASE BID COST: \$13,825.00**

ADD ALTERNATE # 1: \$795.00

\* 3’ Cat6A Patch Cords at MDF Location and Cat6A Patch Cords at WAP’s for each new cable installed by DataCom \*

DEDUCT ALTERNATE # 1: \$915.00

\* Under this Deduct Alternate, DataCom shall provide an end to end Cat6 Solution (Cable, Jacks, Patch Panels) instead of Cat6A Solution provided under our Base Bid \*

John J Amon  
DataCom Group, Signature

2-12-23  
Date

\_\_\_\_\_  
Customer, Signature

\_\_\_\_\_  
Date

We have prepared a quote for you



## Mid-Michigan District Health Department: Wireless Access Point Installation Solution

---

Quote # 001469 Version 1

Prepared for:

**Mid-Michigan District Health Department**



P: (248) 289-8500 E: jhanse@mdisnow.com W: www.mdisnow.com

**STANTON - EQUIPMENT**

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
WG-63611106	Category 6 Plenum CMP, Blue, Cable (1000')	\$296.26	2	\$592.52	True
H2-PCST01BL	ICC CAT6 Clear Boot Patch Cord, 1ft, Blue	\$1.76	8	\$14.08	True
ML-648RS	Bridle Ring, 2 in. Loop with Saddle, 1/4-20 Machine Screw Threaded Leg	\$1.94	50	\$97.00	True
SC-500	Beam Clamps	\$0.76	50	\$38.00	True
Miscellaneous	MISCELLANEOUS	\$0.00	1	\$0.00	False
Lodging	Lodging	\$0.00	1	\$0.00	True

Subtotal: **\$741.60**

**STANTON - INSTALLATION**

Category	Installation Description	Amount	Is Taxable
Pre-wiring	<p>Pre-wire category 6 data drops from the customer network switches to a new locations for a total of (8) wireless access points at the following site: Stanton- 615 N. State St. Stanton, MI</p> <p>Terminate cable endpoints of the Category 6 cabling using appropriate connectors. Organize &amp; label as in like standard for existing labeling. Run cabling in accordance with industry standards, routing it discreetly and securely. Terminate cable endpoints of the cabling using appropriate connectors. Technicians are to use Saddle Rings, J Hooks, and Beam Clamps throughout the process to ensure a clean, organized, and professional install.</p>	\$2,430.00	False
Installation	MDIS is to install the wireless access points as indicated on the provided drawings. IT installation technique is to be followed for any conduit or WAP installations.	\$810.00	False

Subtotal: **\$3,240.00**



P: (248) 289-8500 E: jhanse@mdisnow.com W: www.mdisnow.com

**ITHACA - EQUIPMENT**

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
WG-63611106	Category 6 Plenum CMP, Blue, Cable (1000')	\$296.26	2	\$592.52	True
H2-PCST01BL	ICC CAT6 Clear Boot Patch Cord, 1ft, Blue	\$1.76	8	\$14.08	True
ML-648RS	Bridle Ring, 2 in. Loop with Saddle, 1/4-20 Machine Screw Threaded Leg	\$1.94	50	\$97.00	True
SC-500	Beam Clamps	\$0.76	50	\$38.00	True
Miscellaneous	MISCELLANEOUS	\$0.00	1	\$0.00	False
Lodging	Lodging	\$0.00	1	\$0.00	True

Subtotal: **\$741.60**

**ITHACA - INSTALLATION**

Category	Installation Description	Amount	Is Taxable
Pre-wiring	<p>Pre-wire category 6 data drops from the customer network switches to a new locations for a total of (8) wireless access points at the following site: Ithaca – 151 Commerce Dr. Ithaca, MI</p> <p>Terminate cable endpoints of the Category 6 cabling using appropriate connectors. Organize &amp; label as in like standard for existing labeling. Run cabling in accordance with industry standards, routing it discreetly and securely. Terminate cable endpoints of the cabling using appropriate connectors. Technicians are to use Saddle Rings, J Hooks, and Beam Clamps throughout the process to ensure a clean, organized, and professional install.</p>	\$3,240.00	False
Installation	MDIS is to install the wireless access points as indicated on the provided drawings. IT installation technique is to be followed for any conduit or WAP installations.	\$1,620.00	False

Subtotal: **\$4,860.00**



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**ST. JOHNS - EQUIPMENT**

Part Number	Product Description	Unit Price	Quantity	Amount	Is Taxable
WG-63611106	Category 6 Plenum CMP, Blue, Cable (1000')	\$296.26	3	\$888.78	True
H2-PCST01BL	ICC CAT6 Clear Boot Patch Cord, 1ft, Blue	\$1.76	12	\$21.12	True
ML-648RS	Bridle Ring, 2 in. Loop with Saddle, 1/4-20 Machine Screw Threaded Leg	\$1.94	50	\$97.00	True
SC-500	Beam Clamps	\$0.76	50	\$38.00	True
Miscellaneous	MISCELLANEOUS	\$0.00	1	\$0.00	False
Lodging	Lodging	\$0.00	1	\$0.00	True

Subtotal: **\$1,044.90**

**ST. JOHNS - INSTALLATION**

Category	Installation Description	Amount	Is Taxable
Pre-wiring	<p>Pre-wire category 6 data drops from the customer network switches to a new locations for a total of (12) wireless access points at the following site: St. Johns- 1307 E. Townsend Rd. St. Johns, MI</p> <p>Terminate cable endpoints of the Category 6 cabling using appropriate connectors. Organize &amp; label as in like standard for existing labeling. Run cabling in accordance with industry standards, routing it discreetly and securely. Terminate cable endpoints of the cabling using appropriate connectors. Technicians are to use Saddle Rings, J Hooks, and Beam Clamps throughout the process to ensure a clean, organized, and professional install.</p>	\$4,860.00	False
Installation	MDIS is to install the wireless access points as indicated on the provided drawings. IT installation technique is to be followed for any conduit or WAP installations.	\$1,620.00	False

Subtotal: **\$6,480.00**



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## Mid-Michigan District Health Department: Wireless Access Point Installation Solution

Prepared by:  
**Metro Detroit Integrated Systems**

Jason W. Hanse  
(248) 289-8500 X114  
Fax (248) 289-8500  
jhanse@mdisnow.com

Prepared for:  
**Mid-Michigan District Health Department**

615 N. State St.  
Stanton, MI 48888  
Hailey Brewer  
(989) 831-3662  
hbrewer@mmdhd.org

Quote Information:  
**Quote #: 001469**

Version: 1  
Delivery Date: 01/31/2023  
Expiration Date: 03/01/2023

### Quote Summary

Description	Amount
STANTON - EQUIPMENT	\$741.60
STANTON - INSTALLATION	\$3,240.00
ITHACA - EQUIPMENT	\$741.60
ITHACA - INSTALLATION	\$4,860.00
ST. JOHNS - EQUIPMENT	\$1,044.90
ST. JOHNS - INSTALLATION	\$6,480.00
Subtotal:	<b>\$17,108.10</b>
Estimated Tax:	<b>\$151.68</b>
Total:	<b>\$17,259.78</b>

Interest at 1.25% per month will be charged on overdue balances  
25% restock fee  
No returns on special order items  
Additional add-ons will be billed as parts & labor @ \$150.00/hr





P: (248) 289-8500 E: [jhanse@mdisnow.com](mailto:jhanse@mdisnow.com) W: [www.mdisnow.com](http://www.mdisnow.com)

Metro Detroit Integrated Systems

Mid-Michigan District Health Department

Signature: 

Signature: \_\_\_\_\_

Name: Jason Hanse

Name: Hailey Brewer

Title: Account Manager

Date: \_\_\_\_\_

Date: 01/31/2023



P: (248) 289-8500 E: jhanse@mdisnow.com W: www.mdisnow.com

## Appendix

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### Terms & Conditions

\*\*\*This quotation was created without rack enclosures, and also with the assumption that the (28) wireless access points would be provided at no cost to MDIS. Additionally, this quotation is assuming that there is a PoE network switch with an available port (or network switch with a PoE injector), that MDIS is able to plug into. If not, a change order will be required.\*\*\*

\*\*\*This quotation was created without any configuration of the network or devices.\*\*\*

### Terms & Conditions

- Interest at 1.25% per month will be charged on overdue balances.
- 25% restock fee may apply.
- No returns on special order items.
- Additional add-ons will be billed as parts and labor @ \$150 hour.
- Quote sub components are interdependent and not severable without approval by MDIS.

### Note to Recipient

- Please mail all payments to **4921 Leafdale Blvd. Royal Oak, MI 48073-1020**
- 50% Deposit Required before parts can be released.
- Final Payment Due: **Net 15**
- 3.5% Processing Fee will be added if paying by credit card.
- Thank you for choosing MDIS!

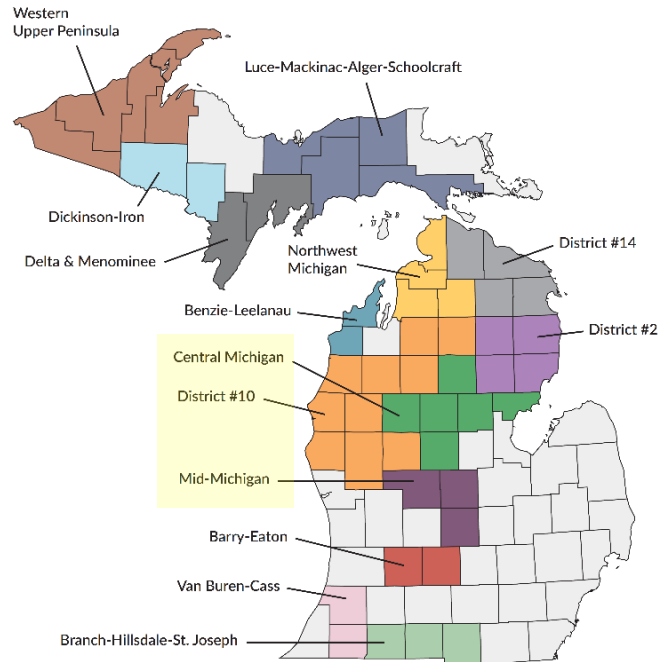
**Report to the Boards of Health**  
Jennifer Morse, MD, MPH, FAAFP, Medical Director

*Mid-Michigan District Health Department, Wednesday, February 22, 2023*  
*Central Michigan District Health Department, Wednesday, February 22, 2023*  
*District Health Department 10, Friday, February 24, 2023*



**Role of Medical Director in Local Public Health**

There are 45 local public health departments in Michigan. These health departments cover either a single county (there are 30 single county health departments), a group of counties (there are 14 district health departments), or a city (there is only one city department: Detroit). The public health code requires that each health department have either a medical health officer or a health officer and a medical director. Currently, there are only two medical health officers in the state and the remaining 43 health departments utilize the health officer/medical director model. The medical director covering the three health departments addressed by this report covers 19 counties, accounting for nearly 1/5<sup>th</sup> the square mileage of the entire state. This is more territory covered by any other medical director in Michigan.



Per the public health code, the medical director of a district health department is employed by the district board of health and must be approved by the Michigan Department of Health and Human Services (MDHHS). They must meet the following minimum requirements:

**R 325.13002, 325.13004, and R 325.13007 Medical director; qualifications.**

**A medical director shall be a physician licensed in Michigan as an M.D. or D.O. who complies with 1 of the following requirements:**

- 1) Is board certified in preventive medicine or public health, or
- 2) Has an M.P.H. or M.S.P.H. degree and not less than 2 years of full-time public health practice, or
- 3) Has an unexpired provisional appointment issued by the department.
  - a) A provisional appointment of a Medical director may be made for a period of not more than 3 years, if an arrangement satisfactory to the state health director is made for the fulfillment of the appropriate qualifications specified in these rules, and if during such time a qualified public health physician advisor is appointed.

**A Medical director shall comply with all of the following requirements:**

- 1) Except as provided in subdivision (3) of this rule, a medical director shall devote his or her full time to the needs of a local health department.
- 2) For purposes of this rule, “full time” means 32 hours or more per week.
- 3) If a local health department serves a population of not more than 250,000 and cannot obtain full time medical direction, the time may be reduced to not less than 16 hours per week. This exception does not apply if the medical director is covering 3 or more local health departments, even if the combined population served is not more than 250,000. Medical directors covering 3 or more local health departments must be full time, regardless of the total combined population.

The medical director provides direction in the development of medical public health policy and program planning, is responsible for developing and carrying out medical policies, procedures, and standing orders, and for advising the health officer on matters related to medical specialty judgments. The medical director provides medical direction to a wide variety of professional, paraprofessional and technical employees and programs. The work

requires independent judgment with considerable consequence of error present and must exercise considerable skill in dealing with the public and public officials.

The day-to-day activity of a medical director varies greatly depending on whether serving a rural or urban area, single county or district, one health department or several, and whether part-time or full time. Basic duties of a medical director are listed in Table One along with some examples of how the medical director for the three districts addressed by this report fulfills those duties.

**Table One: Basic Duties of Local Public Health Department Medical Director with Examples of Duties for MMDHD, CMDHD and DHD10**

<b>Duties of the Medical Director</b>	<b>Some Examples of Duties at MMDHD, CMDHD, and/or DHD10</b>
Function as part of the administrative team by providing appropriate medical input to the administrative decision-making process.	<ul style="list-style-type: none"> <li>• Attend monthly administration meetings/management meetings.</li> <li>• Attend monthly board meetings.</li> <li>• Pertinent administrative policy development and review.</li> </ul>
Actively engage local/state/national political leaders and officials to promote public health goals.	<ul style="list-style-type: none"> <li>• Promoted T21 legislation.</li> <li>• Education efforts prior to vote to legalize recreational MJ.</li> <li>• Attend meetings with political leaders re: opioids and other topics.</li> <li>• Writing resolutions re: gun safety, vaccination waivers, etc.</li> </ul>
Serve as a liaison to medical community, health care networks, and other groups.	<ul style="list-style-type: none"> <li>• Communicate with healthcare providers re: communicable diseases (CD), vaccinations, etc.</li> <li>• Provide resources, references, and data to providers as requested.</li> <li>• Give presentations to healthcare groups (ex: Rabies conference, Hepatitis C conference, Infectious Diarrhea presentation, Vaccination education).</li> <li>• Send letters and information to all healthcare providers when updates are needed about ongoing outbreaks or any changes in public health.</li> <li>• Communicate with schools and nursing homes re: CD issues.</li> <li>• Send letters and information to schools and nursing homes when updates are needed about ongoing outbreaks or changes.</li> <li>• Provide letters to schools to send home to parents re: any CD issue in schools.</li> </ul>
Represent the department on various local and state committees and special task forces and liaison to local and state organizations.	<ul style="list-style-type: none"> <li>• Member of the Statewide Drinking Water Advisory Council</li> <li>• Member of Executive Board of Region 6 Healthcare Coalition</li> <li>• Member of Michigan Family Planning Medical Advisory Committee</li> <li>• Michigan Health and Hospital Association Public Health Taskforce</li> <li>• MI Tuberculosis Elimination Plan Committee</li> <li>• Chronic Wasting Disease Education and Outreach Plan Steering Committee Member</li> </ul>
Provide medical oversight and guidance to all programs of the department.	<ul style="list-style-type: none"> <li>• Field questions from department nurses re: CD cases, immunization, test results, etc.</li> <li>• Write/review policies and procedures for all clinical activates.</li> <li>• Sign standing orders for all clinical services provided by nurses.               <ul style="list-style-type: none"> <li>○ This also allows for insurance billing.</li> </ul> </li> <li>• Assist with medical aspect in other departments such as toxicology/other human health issues in EH, lead testing/management, anemia, etc. in WIC, other health related questions from community.</li> </ul>
Function as an integral member of the local Emergency Preparedness Team other public health threats.	<ul style="list-style-type: none"> <li>• Assist with writing and reviewing policies and procedures for EP, specifically medical point of dispensing countermeasures</li> <li>• Actively participate in EP exercise planning and execution</li> <li>• Received additional training in disaster live support and mass fatalities</li> </ul>
Provide direct medical services or oversight of mid-level practitioners for specific programs.	<ul style="list-style-type: none"> <li>• Provide oversite to 12 mid-level providers (nurse practitioners), one at MMDHD, three at CMDHD, and eight at DHD10 (3 in family planning, 5 in school clinics).</li> <li>• These providers work under my supervision, delegation and collaboration to practice.               <ul style="list-style-type: none"> <li>○ This also allows for billing of insurance.</li> </ul> </li> <li>• Providing services in STD, family planning, women’s health, children/ adolescent school-based care.</li> <li>• Provide them with clinical guidance as needed, do chart reviews, attend meetings, etc.</li> </ul>

Function as a contact person between the department and medical services at the Michigan Department of Health and Human Services and assist in translating these services into local activity.	<ul style="list-style-type: none"> <li>• Receive calls from MDHHS epidemiologists, emerging disease staff, local public health liaison etc. re: important matters that need to be addressed.</li> <li>• Receive after hours calls from MDHHS.</li> <li>• Receive calls from MDHHS program leads re: ideas for new programs.</li> <li>• Asked by MDHHS to participate in taskforces/committees.</li> <li>• Take staff concerns or local problems/needs for help to MDHHS.</li> </ul>
Advocate for public health priorities through community outreach and may serve as the spokesperson for the department by being a visible public health leader for the department.	<ul style="list-style-type: none"> <li>• Provide media interviews.</li> <li>• Give public talks and presentations.</li> <li>• Write/edit materials for public education.</li> </ul>
Serve as a mentor to new medical directors and may serve as an academic teacher or preceptor to students.	<ul style="list-style-type: none"> <li>• Provide help to newer medical directors.</li> <li>• Clinical Assistant Professor at MSU College of Human Medicine and teach public health curriculum to Rural Medicine students based in Gratiot, Clare, and Ludington County.</li> <li>• Teach classes to CMU PA students re: public health.</li> </ul>
Describe the nature of the threats, recommend corrective actions, and communicates these effectively to the Board of Health and to the consumers and providers in the county.	<ul style="list-style-type: none"> <li>• Provide monthly report to board of health.</li> <li>• Provide reports to county commissioners, other officials as needed.</li> <li>• Attend and present at community forums on public health topics.</li> </ul>
Engage in professional development and in continuing education aimed to assure public health competencies.	<ul style="list-style-type: none"> <li>• Attend annual conferences on CD, TB, epidemiology, public health, immunizations, and family planning and others.</li> <li>• Required to obtain 150 education credits every 3 years to maintain medical license.</li> <li>• Maintain board certification in family medicine.</li> </ul>

Overall, serving as a medical director for a local public health department is a very interesting and dynamic position. The medical director is a resource to the community and can be called on with questions and concerns.

If you are interested in the specific training and qualifications of the medical director for these districts, see [www.linkedin.com/in/jennifer-morse-md-mph](http://www.linkedin.com/in/jennifer-morse-md-mph) .

**Sources:**

Local Public Health Personnel, Public Health Code, Act 368 of 1978 and Rules  
[https://dtmb.state.mi.us/ORRDocs/AdminCode/385\\_10361\\_AdminCode.pdf](https://dtmb.state.mi.us/ORRDocs/AdminCode/385_10361_AdminCode.pdf)

Medical director Job Description Template  
<https://malph.org/sites/default/files/files/Forums/MIS/cjsmedicaldirector%20JD.docx>

Michigan’s Guide to Public Health for Local Governing Entities, 2022. [https://accreditation.localhealth.net/wp-content/uploads/2022/11/Public\\_Health\\_Guide\\_Final-Digital-Accessible.pdf](https://accreditation.localhealth.net/wp-content/uploads/2022/11/Public_Health_Guide_Final-Digital-Accessible.pdf)

## Living Better, Longer

From 1900-1999, life expectancy in the United States increased by 30 years, and according to the Centers for Disease Control and Prevention (CDC), public health interventions account for 25 of those years.

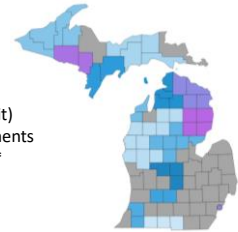


Mid-Michigan District  
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Ruth J. Katz, Maureen Byrnes, and Brian C. Catracci, Introduction in *Talking Health: A New Way to Communicate about Public Health*. Edited by Mark R. Miller, Brian C. Catracci, Rachel Locke, Julia Heston, and Grace A. Castillo. Oxford University Press, 16 Research Foundation 2022.

## Michigan's Local Health Departments

- ☐ 1 City Department (Detroit)
- ☐ 30 Single County Departments
- ☐ 14 Multi-County Districts\*



\* Multi-County Districts range in size from 2-10 counties

Mid-Michigan District  
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<https://www.malph.org/resources/directory>

1

2

### THE 10 ESSENTIAL PUBLIC HEALTH SERVICES

To protect and promote the health of all people in all communities

The 10 Essential Public Health Services provide a framework for public health to protect and promote the health of all people in all communities. To achieve optimal health for all, the Essential Public Health Services actively promote policies, systems, and services that enable good health and seek to remove obstacles and systemic and structural barriers, such as poverty, racism, gender discrimination, and other forms of oppression, that have resulted in health inequities. Everyone should have a fair and just opportunity to achieve good health and well-being.



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## Essential Local Public Health Services (ELPHS)

### The 8 ELPHS:



Food Protection



Public & Private Water Supply



Immunization



Infectious Disease Control



Onsite Sewage Management



Hearing Screening



Vision Services



STI Control & Prevention

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3

4

## Essential Services Confusion

### Michigan (1978)\*

- Infectious Disease Control
- Sexually Transmitted Disease Control and Prevention
- Immunization
- Hearing Screening and Vision Services
- Public Water Supply/Private Ground Water Supply
- Onsite Sewage Management
  - Food Protection

### CDC Framework (1994)

- **Assess and monitor** population health status...
- **Investigate, diagnose, and address** health problems and hazards...
- **Communicate** effectively to inform and educate people about health...
- **Strengthen, support, and mobilize** communities and partnerships...
- **Create, champion, and implement** policies, plans, and laws that impact health
- **Utilize legal and regulatory actions** designed to improve and protect the public's health
- **Assure** an effective system that enables **equitable access** to the individual services and care needed to be healthy
- **Build and support** a diverse and skilled public health workforce
- **Improve and innovate** public health functions through ongoing evaluation, research, and continuous quality improvement
- **Build and maintain** a strong organizational infrastructure for public health

## Public Health Code (P.A. 368 of 1978)

368-1978-2-22	PART 22 STATE DEPARTMENT OF PUBLIC HEALTH (333.2201...333.2264)
368-1978-2-23	PART 23 BASIC HEALTH SERVICES (333.2301...333.2321)
368-1978-2-24	PART 24 LOCAL HEALTH DEPARTMENTS (333.2401...333.2498)

(333.2433 and 333.2435 address powers and duties of local health departments)



5

6

## Public Health Services

Environmental Health	Personal & Clinical	Health Education & Promotion	Emergency Preparedness	Administration
<ul style="list-style-type: none"> <li>• Food Service</li> <li>• Well &amp; Septic</li> <li>• Vapor Intrusion</li> <li>• Water Quality</li> <li>• Air Quality</li> <li>• Hazardous Waste</li> <li>• Solid Waste Management</li> </ul>	<ul style="list-style-type: none"> <li>• Immunizations</li> <li>• STI/HIV Services</li> <li>• Women, Infants &amp; Children</li> <li>• Cancer Screening</li> <li>• Lead Screening</li> </ul>	<ul style="list-style-type: none"> <li>• Community Assessment</li> <li>• Chronic Disease Mgt.</li> <li>• SUD Prevention</li> <li>• Breastfeeding Support</li> <li>• Tobacco Cessation</li> </ul>	<ul style="list-style-type: none"> <li>• Education</li> <li>• Planning</li> <li>• Partnerships</li> <li>• Communication</li> <li>• Exercises/Drills</li> <li>• Outbreaks</li> <li>• Chemical Spills</li> <li>• Natural Disaster</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Development</li> <li>• Emergency Orders</li> <li>• Partnerships</li> <li>• Grants &amp; Financial Management</li> <li>• Public Information</li> </ul>

Examples, not an exhaustive list of programs and services.

## Local Health Department Leadership

- Health Officer**
- Training and expertise in public health
  - Oversees operations
  - Investigates health issues and hazards
  - Encourages community partnerships
  - Notifies, educates, directs and empowers people when health issues arise




- Medical Director**
- Licensed physicians trained in public health
  - Oversees the development and evaluation of standards of medical care
  - Advises the health officer in matters of medical policy
  - Provides medical direction to the department's staff


7

8

## Current Challenges



**Public Perception**  
Residents are divided in their opinions of public health



**Workforce Shortages**  
Critical needs for public health nurses and sanitarians, need to train new leadership



**Funding**  
Essential services, infrastructure, existing programs

Mid-Michigan District HEALTH DEPARTMENT  
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9

## MMDHD Funding General Overview

- ❑ Budget put together starting in March
- ❑ Fiscal Year is October - September
  - ❑ Most programs are on the fiscal year but not all
- ❑ One time funding vs continued funding
- ❑ Often there isn't an increase in funding from the State
- ❑ New programs
- ❑ Unfunded mandates
- ❑ Audit and program requirements

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10

## Funding – FY23

- ❑ State Funding 2023: 4.8 MILLION
  - ❑ **MMDHD has a Comprehensive, Planning, Budgeting Contract (CPBC) with the State of Michigan Department of Health and Human Service (MDHHS).**
    - ❑ The contract states the amount we will receive per program and the requirements for those programs.
    - ❑ Examples of these programs are Women, Infant and Children's program (WIC) and Emergency Preparedness.
    - ❑ Essential Local Public Health Services (ELPHS) is also covered under the CPBC. This funding is for the eight essential services that are required for every health department in the State of Michigan. It may also cover certain limited activities such as quality improvement and accreditation.

Mid-Michigan District HEALTH DEPARTMENT  
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11

## Funding – FY23

### Other Funding

- ❑ **Fees - \$1.05 million**
  - ❑ Environmental Health services such as water or food establishment permits.
  - ❑ Community Health services such as vaccination or lead draws.
- ❑ **Other Grants and miscellaneous - \$850,000**
  - ❑ Examples include Rural Health and Drug Free Communities.
  - ❑ Reimbursement for shared Epidemiologist from other health departments.
- ❑ **Local Appropriations - \$1.13 million**
  - ❑ Based on the Intergovernmental Agreement between the three counties – recalculated annually.

Mid-Michigan District HEALTH DEPARTMENT  
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12



## Expenses – FY23

- Salaries/Benefits: \$6.4 million (73%)
- Contractual: \$1.04 million (12%)
- Supplies: \$570,000 (6%)
- Other: \$785,000 (9%)  
*(communication, travel/training, memberships, etc.)*

Expenses based on needs of agency to serve the community and to meet contractual obligations from funding received

13

## Financial Items – FY23

- Increased funding from Water Program
  - Added Supervisor
  - Adding Hedgehog Portal
- Capital Expenses
  - Generator
  - Possible key fob entry for Gratiot/Montcalm
- Additional funding for Retirement

14

## Agreements Signed 1/14/23 – 2/14/23

Date Signed	Organization	Purpose	Amount	Signed By
1/26/23	CMHA	Project ACE for American Rescue Plan Substance Use Disorders	\$47,805.00 (not to exceed)	Melissa Selby
2/14/23	NEHA	Food Safety Program - Strengthening Public Health Systems and Services through National Partnerships to Improve and Protect the Nation's Health System -National Environmental Assessment Reporting System.	\$1,000.00	Liz Braddock

- The Mid-Michigan District Board of Health (BOH) held its Organizational Meeting and elected Adam Petersen, Montcalm County Commissioner as Board Chairperson. George Bailey, Gratiot County Commissioner was elected Vice Chairperson.
- The BOH adopted the 2023 BOH and Appointments (Standing Committees and Membership Assignments).
- The BOH approved the BOH Per Diem Compensation and Travel Reimbursement Policy as presented effective February 1, 2019.
- The BOH adopted the following Monthly Healthy Living Recommendation for February 2023:
  1. *Viral Mutations and Vaccine Effectiveness*
- The BOH adopted the Plan of Organization.



**STAFFING REPORT – FEBRUARY 2023**

***Administration/Administrative Services Division***

<b>STATUS</b>	<b>POSITION</b>	<b>BRANCH OFFICE</b>
	No changes	

***Community Health and Education Division***

<b>STATUS</b>	<b>POSITION</b>	<b>BRANCH OFFICE</b>
REDUCTION IN HOURS	Robin Adams, PT (0.5 FTE) P.H. Nurse I (COVID), reduction to 0.4 FTE, Gratiot Branch Office effective February 12, 2023	Gratiot
ON HOLD	FT Community Health Worker, Clinton Branch Office effective November 30, 2022	Clinton

***Environmental Health Division***

<b>STATUS</b>	<b>POSITION</b>	<b>BRANCH OFFICE</b>
	No changes	

# Daily News

## Monday, January 30, 2023

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)

### PUBLIC NOTICE

of

FINANCE COMMITTEE AND REGULAR  
BOARD OF HEALTH MEETINGS FOR 2023

***Finance Committee meetings held at 8:30 a.m. and Regular meetings held at 9:00 a.m. on the fourth Wednesday of every month.***

January 25	Organizational Meeting, Montcalm Office, Stanton
February 22	Clinton Office, Saint Johns
March 22	Gratiot Office, Ithaca
April 26	Montcalm Office, Stanton
May 24	Clinton Office, Saint Johns
June 28	Gratiot Office, Ithaca
July 26	Montcalm Office, Stanton
August 23	Clinton Office, Saint Johns
September 27	Gratiot Office, Ithaca
October 25	Montcalm Office, Stanton
November 22	Clinton Office, Saint Johns
December 20	Gratiot Office, Ithaca

This meeting is open to all members of the public under Michigan's Open Meetings Act. The MMDHD will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired, interpreters, and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing with a one (1) week notice. Individuals with disabilities requiring auxiliary aids or services should contact the Mid-Michigan District Board of Health by emailing, writing, or calling:

Krishna Santana, Board Secretary  
Mid-Michigan District Board of Health  
615 N. State St.  
Stanton, Michigan 48888-9702  
(989) 831-3610  
E-Mail: [ksantana@mmdhd.org](mailto:ksantana@mmdhd.org)

Published 1/30/23



MID-MICHIGAN DISTRICT HEALTH DEPARTMENT  
**PUBLIC NOTICE**  
of  
FINANCE COMMITTEE AND REGULAR  
BOARD OF HEALTH MEETINGS FOR 2022

***Finance Committee meetings held at 8:30 a.m. and Regular meetings held at 9:00 a.m. on the fourth Wednesday of every month.***

<b>January 25</b>	Organizational Meeting, Montcalm Office, Stanton
<b>February 22</b>	Clinton Office, Saint Johns
<b>March 22</b>	Gratiot Office, Ithaca
<b>April 26</b>	Montcalm Office, Stanton
<b>May 24</b>	Clinton Office, Saint Johns
<b>June 28</b>	Gratiot Office, Ithaca
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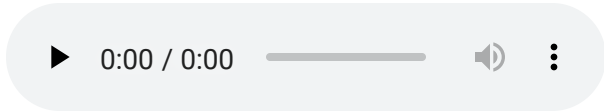
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# Health departments eager to reengage with community

DAILY NEWS [thedailynews.cc/articles/health-departments-eager-to-reengage-with-community/](https://thedailynews.cc/articles/health-departments-eager-to-reengage-with-community/)

By Cory Smith | on February 14, 2023

February 14, 2023



Mid-Michigan District Health Department Health Officer Liz Braddock, left, and Ionia County Health Department Health Officer Chad Shaw are hopeful that with the end of the federal COVID-19 Public Health Emergency on May 11, members of the public will return to their local health departments with a renewed focus on the many other programs and offerings made available at each of the respective departments. — DN Photo | Cory Smith

When the coronavirus pandemic arrived in Michigan three years ago this March, resulting in many businesses being required to temporarily shut down and citizens searching for ways to remain safe, one of the busiest agencies working to address those issues were local health departments.

From explaining and enforcing executive orders to offering drive-thru vaccination clinics, employees at the Mid-Michigan District Health Department and the Ionia County Health Department worked endlessly amid an ever-shifting landscape as the pandemic grew and

viruses mutated.

Along with that effort came some public scrutiny, as many residents grew exhausted of mandates and requirements, directing some of that anger at those very health departments.

Today, with President Joe Biden's administration having announced that the federal COVID-19 Public Health Emergency will end on May 11, the days of enforcing certain pandemic-related requirements are now coming to an end.

For MMDHD Health Officer Liz Braddock and ICHD Health Officer Chad Shaw, that expiration date serves as an indication that, while perhaps unbeknownst to much of the public, local health departments are here to continue to offer a plethora of other services unrelated to the pandemic.

"COVID gave us the image that we're just an organization here to deal with the pandemic, but my children go to school in the county, our staff is from the county — we are part of the community," Shaw said. "Going forward, we're trying to get out of the COVID mindset. So we are starting to see people again, which is great. We are doing more community engagement and we're trying to get to where the people are."

"We still struggle with finance and staffing, but we are doing OK," Braddock added. "We are going back to what we know we are good at doing — focusing on protection, prevention and education."

The MMDHD, with its administrative branch located in Stanton, serves the residents of three counties — Clinton, Gratiot and Montcalm — offering a wide range of clinical and environmental services to meet the needs of residents while collaborating with community partners to broaden and strengthen the programs it offers.

From offering health services including dental, hearing and vision screening, HIV and STD testing, immunizations, lead poisoning prevention, reproductive health and substance abuse prevention, as well as environmental health programs centered on clean drinking water, food safety, recalls, septic and recycling, Braddock stressed that the MMDHD exists to help the many communities within its jurisdiction that go well beyond the public perception of simply offering a COVID vaccine.

"We provide services to all the communities, we don't just provide services to those who are below the poverty line," she said. "We work with those who want to open new restaurants and build new homes. If you want a vaccine because you are going on an overseas trip, we help with that. We offer water testing pickups ... We offer so many more services that I think people have forgotten about. We do more than just react to emergencies."



Braddock said overcoming the stigma that came with enforcing restrictions during the pandemic has been difficult, admitting that a number of employees have left the department in the past three years due to mental exhaustion; however, she stressed that the public should be aware that the MMDHD continues to offer these services to anyone in need.

“We are in the community, we are accessible and we have updated our technologies so we people have a better way of contacting us,” she said. “We have a lot of social media posts going out to keep the community updated and educated along with a monthly newsletter.

At the ICHD, which serves Ionia County, Shaw delivers a similar message.

“We’re not there to push the COVID vaccine on people, though that is here for people, but people have to remember other diseases aren’t going away either,” he said.

As an example, Shaw said at the beginning of the 2022-2023 school year, a large number of children attending school in Ionia County missed their opportunity to receive their required vaccinations, ranging from diphtheria, tetanus, acellular pertussis, polio, measles, mumps and rubella, because they failed to make an appointment at the ICHD.

“Unless you apply for a waiver, it’s important to get caught up on these vaccinations before school starts,” he said. “Anyone can walk in our door for immunizations. If it’s hard to schedule it with your care provider, we have openings most days and walk-in days. That’s an option anyone in the community can use.”

Both Braddock and Shaw have witnessed a decline in clientele who utilize their local health department, even as the pandemic had neared its end, but both health officers are hopeful public interest and trust returns to their respective departments.

“The past few years, we have to seek people out with virtual appointments, which makes it tough,” Shaw said. “When we had people coming in for other programs in person and they found out what else we had to offer, that was great, but when it’s just virtual, they are there just with us for that one meeting. Our goal is to try and get people to use and take advantage of multiple services.”

“We were required to be virtual because our programs are federally funded,” Braddock added. “Now we are just trying to move the health department out of the mindset of a state of emergency phase. We are still under the public health declaration until May, but we are continuing to focus on what we are best at — serving the community and offering services as needed.”

With health emergency requirements coming to an end, Braddock said staff at the MMDHD is now able to refocus its efforts into many of the other programs that it offers.

“It’s hard to get back to some of the services, but we’ve started ramping them up again, like water testing,” Braddock said. “We are starting this in the second year coming up, a program for public beach monitoring. This year we are doing Crystal Lake. We are also placing a focus on harmful algae bloom surveillance for the second year in a row.

“We still do routine food inspections, still going into restaurants, unannounced, twice a year,” she continued. “But what we are really trying to push now is that we are the leader of public health in our communities. If you want information, we keep our website up to date. We have nurses that can answer questions and we can refer you to information on any illness that may be an issue.”

Both Braddock and Shaw stressed that they operate under the county health boards, resulting in direct connections to their jurisdictions.

“We have a good relationship with our Board of Health members,” Braddock said. “If they have constituents that have a concern, they will relay information to us and we meet with the board once a month to listen to and then address those concerns.”

“We go to our county commissioners quite often when issues come up,” Shaw added. “So we have a close bond with our commissioners. In Ionia County, we work closely with the county administrator, Patrick Jordan, and he’s been great to work with.”

While during the pandemic every health department was reacting in a reactive way to the novel coronavirus, Shaw said efforts are being taken once again to be more proactive in the approach to public health.

“We’re now getting more programs that are coming down to us because of emerging issues, whether it’s PFAS or lead in the water, like in Benton Harbor,” he said. “We’re starting to focus on some of these issues whereas before, we were more reactive. Now we are back to being proactive. As sad as it is, we learn from events that happen across the country and state, but that helps build the resources that we have.”

While many employees have left the public health sector due to fatigue from COVID, both Braddock and Shaw said their departments are currently staffed, with cross-training being made available to ensure employees are certified and knowledgeable in their respective positions.

“We’re not always as chaotic as when COVID was happening — this is a great career to go into,” Shaw said. “The joy you get from helping your community out, when you are working for the safety of the people, that’s something that goes a long way.”

“There are 45 health officers in Michigan, but 15 of them — a third of the health officers — left during COVID or since then,” Braddock added. “We want to get the word out that public health is a good career to consider doing and access to education is statewide.”

For more information on the MMDHD or to sign up for the department's newsletter, visit [mmdhd.org](http://mmdhd.org), or follow the department's Facebook page at [facebook.com/MMDHD](https://facebook.com/MMDHD).

For more information on the ICHD visit [ioniacounty.org/health/health-department](http://ioniacounty.org/health/health-department) and to stay up-to-date on local Ionia County health news, consider following the department's Facebook page at [facebook.com/people/Ionia-County-Health-Department](https://facebook.com/people/Ionia-County-Health-Department).

## Mid-Michigan District Health Department February 2023 Newsletter

Happy February! In this month's newsletter, we'll be taking a look at food safety during the Super Bowl, important updates from Women, Infants & Children (WIC), and changes to SNAP benefits. We are also encouraging you to let us know how we are doing! If appropriate, please follow the links or scan the QR Codes to take an anonymous survey to review the programs we provide.

-Brady Guilbault, MMDHD Public Information Officer

### Food Safety on Super Bowl Sunday

The Eagles and the Chiefs are meeting for the last game of the 2022-23 NFL season. Did you know that Super Bowl Sunday is the second-largest day for food consumption in the United States? The only day that ranks ahead is Thanksgiving!

U.S. households will eat an estimated 1.4 billion chicken wings on Super Bowl Sunday..... that's a lot of wings. With those numbers, our food preppers and cooks are very powerful people. As Uncle Ben once said, "*With great power, comes great responsibility.*" In this case, they not only have the responsibility to feed hungry football, commercial, and halftime show fans, but the responsibility to **keep our food safe!**

#### Quick tips for safe handling of food:

- Wash your hands *and* all surfaces being used
- Keep all raw meat and poultry away from ready to eat foods
- Ensure food items have been cooked to a safe internal temperature before serving

## Keep it clean

Before you eat or handle food, wash your hands, food prep tools and surfaces.



## Cook to the right temperature

Use a food thermometer to check that foods are cooked to the right temperature:  
**165°F** for chicken and  
**160°F** for ground beef.



## Watch the clock

Throw out perishable food that has been sitting at room temperature for more than two hours; one hour if it's **90°F** or warmer.



## Serve at the right temperature

Keep hot foods at **140°F** or warmer, and cold foods at **40°F** or colder.



[www.cdc.gov/foodsafety](http://www.cdc.gov/foodsafety)

CS272887-B

Click [HERE](#) for more food safety tips

## Women, Infants & Children (WIC) Updates

### Formula Change Update:

The Women, Infants & Children (WIC) program is going back to Similac brand formulas starting **Wednesday, March 1**, as supply chain issues have been resolved.

If your formula benefits show INFANT FORMULA PWD OR SIMILAC INFANT FORMULA PWD (powder), you will need to choose one of the following Similac brand formulas:

- Similac Advance
- Similac Sensitive
- Similac Total Comfort
- Similac Soy Isomil



Click [HERE](#) to learn more about the formula change

## Public Input for WIC Food Package Changes:

USDA has suggested some changes to the WIC food benefits and you are invited to share your thoughts! Make your voice heard by clicking the button below to submit a comment by February 21, 2023. An overview of the changes is shown below.

[Click HERE to comment on the proposed WIC Food Package changes](#)



## PROPOSED UPDATES TO THE WIC FOOD PACKAGES



### OVERVIEW

WIC is a powerful public health program, proven to help moms, babies, and young children thrive. USDA's Food and Nutrition Service is recommending science-based updates to the food provided to WIC participants to best meet their nutritional needs and foster healthy growth and development. Some of the proposed changes are highlighted below.

 <p><b>BREASTFEEDING SUPPORT</b> Increase support for mothers who mostly, but not exclusively, breastfeed <b>to support individual breastfeeding goals</b></p>	 <p><b>SEAFOOD</b> <b>Improve access to canned fish</b> to reflect the latest dietary guidance</p>
 <p><b>FRUITS AND VEGETABLES</b> <b>Increase fruit and vegetable benefit by 3-4x</b>, focus on whole fruit, and increase variety of fruits, veggies, and legumes offered</p>	 <p><b>DAIRY AND EGGS</b> <b>Provide more options</b>, such as different sizes of yogurt containers or substituting soy yogurt for milk or tofu for eggs</p>
<p>USDA is an equal opportunity provider, employer, and lender.</p>	 <p><b>GRAINS</b> <b>Expand whole grain options</b> to include things like quinoa, blue cornmeal, and whole wheat bagels</p> <p>November 2022</p>

## SNAP Benefits

Families and individuals who receive food assistance through the Supplemental Nutrition Assistance Program (SNAP) will need to prepare for the end of the increase in benefits that have helped address food insecurity during the COVID-19 pandemic. February will be the last month that people in Michigan and other states receive the extra food assistance benefits. Starting March 1st, 2023 the additional benefits will no longer be issued.

The amount of the decrease will vary for each group. For example, single-person households with a net monthly income of \$700 could see their total monthly SNAP benefit drop from \$281 to \$71. A four-person household with a net income of \$1,700 could see their assistance drop from \$939 to \$429. **Learn more by clicking below, or by calling 211.**

[Click HERE to learn more about changes in SNAP Benefits](#)

## Let us Know How We're Doing!

We want to know how we are doing! If you have received care in any of the following ways, click the button(s) below or scan the QR Code to submit an

**Immunization Services  
Survey**



**Women, Infants & Children (WIC) Services  
Survey**



**WIC Breastfeeding Peer Counselor  
Survey**



**Children's Special Health Care Services  
Survey**



**Family Planning & Reproductive Health  
Services**



**The Mid-Michigan District Health Department will  
be closed Monday, February 20th in observance  
of President's Day.**



Mid-Michigan District  
HEALTH DEPARTMENT  
CLINTON • GRATIOT • MONTCALM

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