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<b>BOARD OF HEALTH:</b>	Bruce DeLong David Pohl	George Bailey Timothy Gay	Phil Kohn Adam Petersen
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**Approved 3/22/23**

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

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

**MINUTES**

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

- Members Present: Adam Petersen, Chairperson; Timothy Gay; Bruce DeLong and David Pohl
- Members Absent: George Bailey, 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); Sarah Doak, Director of Community Health and Education Division (CHED); Krishna Santana, Board Secretary; Hailey Brewer, Administrative Services Supervisor
- Staff Absent: None
- Guests: None

Adam Petersen, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:01 a.m. on Wednesday, February 22, 2023, at the Clinton Office of the MMDHD, Saint Johns, Michigan.

The Pledge of Allegiance was led by A. Petersen.

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

**Motion made by B. DeLong and seconded by A. Petersen to approve the Agenda as presented. Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held January 9, 2023
- b. Mid-Michigan District BOH Regular Meeting held January 25, 2023

**Motion made by B. DeLong and seconded by T. Gay to accept Meeting Minutes B. 1. a. and b. and place on file. Motion carried.**

2. Communications

- a. MI Accreditation Readiness Mini-Grant

**Motion made by D. Pohl and seconded by B. DeLong to accept Communications B. 2. a. and place on file. Motion carried.**

C. PUBLIC COMMENTS: - None

D. BRANCH OFFICE EMPLOYEES: – None

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson - B. DeLong presented in G. Bailey's absence.

- a. MMDHD's Expenses for January 14 through February 10, 2023

**Motion made by B. DeLong and seconded by D. Pohl to approve payment of the MMDHD's Expenses for January 14 through February 10, 2023, totaling \$598,982.55. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for January 2023

**Motion made by B. DeLong and seconded by D. Pohl to accept the Balance Sheet, Revenue and Expenditure Report for January 2023 and place on file. Motion carried.**

- c. Purchase of PowerDMS Policy Management Platform –

L. Braddock went over the need for a Policy Management Platform.

**Motion made by B. DeLong seconded by D. Pohl 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. Motions carried.**

d. Purchas of Cabling for wireless access points – This item was tabled until next month at the finance committee meeting.

2. Personnel Committee – David Pohl, Chairperson – No Report.

3. Program Committee –Phil Kohn, Chairperson – No Report.

4. Mid-Central Coordinating Committee –David Pohl– No Report.

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

a. Role of Medical Director in Local Public Health

J. Morse gave an overview of her role as Medical Director and the need for a medical director in local public health departments.

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

1. Role of Public Health

L. Braddock presented an overview of public health; how public health departments are divided in Michigan, the essential public health services, public health code, public health services provided and how the health officer and the medical director work hand in hand.

M. Selby gave an overview of the local public health departments’ budgets and funding.

2. Agreements Signed, January 26 – February 14, 2023

H. OLD BUSINESS:

1. Renewal of NOLBOH membership

After discussion it was decided not to renew the NOLBOH membership, at a cost of \$350.00, at this time.

I. NEW BUSINESS: - None

1. Emerging Issues – None

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS:

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/3I8R5IV>

**There being no further business to come before the Board, B. Delong made a motion to adjourn seconded by D. Pohl, the meeting adjourned at 9:45 a.m.**

Respectfully Submitted,

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