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BOARD OF HEALTH:	Bruce DeLong David Pohl	George Bailey Timothy Gay	Phil Kohn Adam Petersen
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APPROVED 4/26/23

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)
BOARD OF HEALTH
REGULAR MEETING
at
Gratiot Office, Ithaca, Michigan

Wednesday, March 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; George Bailey, Vice Chairperson; Bruce DeLong, David Pohl and Timothy Gay
- 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); Sarah Doak, Director of Community Health and Education Division (CHED); Krishna Santana, Board Secretary; Hailey Brewer, Administrative Services Supervisor
- Staff Absent: None
- Guests: Ali Barnes, Yeo & Yeo; Tammy Eurich, Public Health Representative (PHR)

Adam Petersen, Chairperson called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m. on Wednesday, March 22, 2023, at the Gratiot Office of the MMDHD, Ithaca, Michigan.

The Pledge of Allegiance was led by A. Petersen.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

Motion made by B. DeLong and seconded by G. Bailey to move item E. 1. e., FY 21/22 Audited Financial Statements to the first order of business and approve the Agenda as amended. Motion carried.

WWW.MMDHD.ORG

LIZ BRADDOCK, RS, MS
Health Officer

JENNIFER MORSE, MD, MPH, FAAFP
Medical Director

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

e. FY 21/22 Audited Financial Statements, Ali Barnes, Yeo & Yeo

Ali Barnes, CPA from Yeo & Yeo reviewed the FY 21/22 Audited Financial Statements and the Single Audit Report. She reviewed portions of the Financial Statements noting that the opinion given to MMDHD was a clean audit opinion and there were no findings reported. A. Barnes noted overall, an excellent audit for MMDHD.

D. Pohl questioned the difference with the fund balance this year, M. Selby explained the difference was caused mostly by funds allocated to MERS and capital improvements such as flooring and other building updates.

Motion made by B. DeLong and seconded by G. Bailey to accept the auditor’s report and governance letter together with the FY 21/22 Audited Financial Statements and place on file. Motion carried.

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held February 13, 2023
- b. Mid-Michigan District BOH Regular Meeting held February 22, 2023

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

2. Communications –

- a. COVID Immunization FY23 – FY25 Allocation Letter – L. Braddock gave an overview of the funding noted in this letter.
- b. Mid – MI County Fair Certification Letter – L. Braddock explained in years past MDARD conducted the food inspections at the county fairs, this letter informs the MMDHD we may now conduct these inspections and receive compensation, the inspections will be done by the Environmental Health Department (EH).

C. PUBLIC COMMENTS: – None.

D. BRANCH OFFICE EMPLOYEES: –

- 1. Tammy Eurich – PHR Gratiot Office Environmental Health
L. Braddock introduced Tammy Eurich to the board.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

a. MMDHD’s Expenses for February 11 through March 10, 2023

Motion made by G. Bailey and seconded by B. DeLong to approve payment of the MMDHD’s Expenses for February 11 through March 10, 2023 totaling \$498,728.14. Motion carried.

b. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for February 2023

Motion made by G. Bailey and seconded by B. DeLong to accept the Balance Sheet, Revenue and Expenditure Report for February 2023 and place on file. Motion carried.

c. Purchase of Video Conferencing Equipment

L. Braddock discussed how the equipment will work and explained the purchase is for two systems since MMDHD has one currently purchased. Having one in each branch office allows MMDHD to be able to communicate more efficiently with outside organizations.

Motion made by G. Bailey and seconded by B. DeLong to authorize the purchase of Yealink MVC video equipment at a cost of \$12,537.52 covered by the State of Michigan Public Health Emergency Preparedness grant in the amount of \$12,000.00 with the remaining \$527.32 covered under Emergency Preparedness funding. Motion carried.

d. Purchase of Cabling and Installation for wireless access points.

An overview of the issue was given by L. Braddock, this item was tabled by the finance committee in February in order to request quotes from businesses in our district. She also explained the need to approve up to \$10,000.00 because the kind of plugs needed will not be known until the cabling work is completed.

B. DeLong abstained from this vote because he is acquainted with the business owner.

Motion made by G. Bailey and seconded by D. Pohl to authorize the MMDHD to contract with New Look Computer and Data (St. Johns) for the installation of cabling and wireless access points at an initial cost of \$7,411.96, not to exceed \$10,000.00. Motion carried.

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

M. Selby invited the personnel committee to attend the Teamsters meetings starting in May to negotiate a new contract. The dates will be sent to the Personnel Committee.

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

4. Mid-Central Coordinating Committee – No Report.

As the committee only meets, when necessary, it was discussed to remove this item from the agenda and include any issues with the Personnel Committee reports.

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

1. Antimicrobial Resistant Organisms

Dr. Morse reviewed her Monthly Healthy Living Recommendations for April:

1. Take steps to prevent infections in yourself and those around you.
2. Before taking an antibiotic, ask if it is really necessary and the most appropriate one for your infection. If it is, take all of it as prescribed.
3. Support efforts to combat antimicrobial resistance.

Motion made by G. Bailey and seconded by B. DeLong to adopt the BOH Monthly Healthy Living Recommendations for April as proposed. Motion carried.

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

1. Agreements Signed, February 23 – March 17, 2023

The Vector Borne Surveillance and Prevention was explained by L. Braddock, the funds received are designated for surveillance of mosquitos and ticks in Clinton and Montcalm Counties, this will be done by the Environmental Health (EH) department.

H. OLD BUSINESS:

1. Statewide Septic Code

L. Smith discussed information coming from FLOW (For Love of Water), this organization would like to drop legislation next month to introduce a statewide septic code.

2. Arsenic Water Sampling Event

L. Smith discussed water sampling in Middleton; Eighteen of the twenty wells have been sampled, three of which were over EGLE's acceptable levels. Information pamphlets are being compiled; MDHHS needs to approve before distribution. The question of how to fix or avoid this issue was asked; L. Smith noted that wells may need to be drilled deeper; the elevated levels appear to be of natural causes not contamination.

I. NEW BUSINESS:

1. Emerging Issues – None

J. LEGISLATIVE ACTION: – None

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, February 2022
2. Staffing Report

L. RELATED NEWS ARTICLES AND LINKS: – None

M. AGENCY NEWSLETTERS: – <https://conta.cc/3IWkXYa>

There being no further business to come before the Board, B. DeLong made a motion to adjourn seconded by D. Pohl, the meeting was adjourned at 9:59 a.m.

Respectfully Submitted,



Krishna Santana Board Secretary For
Adam Petersen, Chairperson