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

APPROVED 6/28/23

Mid-Michigan District Health Department
 (MMDHD) BOARD OF HEALTH
 FINANCE COMMITTEE MEETING
 Clinton Office, Saint Johns

Wednesday, May 24, 2023, 8:30

a.m.

MINUTES

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

Members Present: George Bailey (Chair), Bruce DeLong and Adam

Petersen

Members Absent: None

Other Board

Members Present: None

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

Staff Absent: None

Guests: None

G. Bailey called the Finance Committee Meeting of the Mid-Michigan District Board of Health (BOH) to order at 8:32 a.m., on Wednesday, May 24, 2023, at the Clinton Office of the Mid-Michigan District Health Department (MMDHD), Saint Johns, Michigan.

A. MMDHD's Expenses for April 8 through May 4, 2023

B. DeLong asked for clarification on 108186, the question being if this was a 501(c)3 organization? It was stated this was payment to the St. Johns Call-in for table space, he also asked for clarification on 108208 as to who was being covered to attend an event. It was explained the participant was a commissioner who is a coalition member.

Motion made by A. Petersen to recommend the BOH approve and pay the MMDHD's Expenses for April 8 through May 4, 2023, totaling \$527,571.24 Motion seconded by B. DeLong. Motion carried.

B. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for April 2023

Questions by A. Petersen on the recent staff trainings, L. Braddock explained these trainings were a requirement and the travel expenses were covered by grant funds. It was asked if we should have all staff training approved by the board if over a certain dollar amount L. Braddock suggested if the training will be over 1,500.00 could it be brought to the board, there was no decision made at this time.

Motion made by B. DeLong and seconded by A. Petersen to recommend the Balance Sheet, Revenue and Expenditure Report for April 2023 be accepted and placed on file. Motion carried.

C. Vaccine Storage Unit Replacement – Gratiot Office

S. Doak explained the main refrigerator at the Gratiot office was failing, repairs were attempted, however the unit is getting too old for replacement parts. This unit is needed to have adequate storage space for vaccines.

Motion made by B. DeLong and seconded by A. Petersen to recommend the full board to purchase the K2 Scientific unit at a cost of \$5,444.88 with funding from the COVID/FLU grant. Motion carried.

D. Access Control System

L. Braddock and M. Selby explained the system is needed for the safety of staff and clients also to safeguard vaccines and equipment. The funding has been obtained by using the MMRMA Grant in conjunction with CDC Rural Health Initiative Grant.

Motion made by A. Petersen and seconded by B. DeLong to recommend MMDHD purchase an access control system from TKS Security for a one-time cost of \$46,295.00 plus \$399.00 per month (\$4,788/year) with a grant from MMRMA in the amount of \$36,851.65 and the remaining balance covered by the CDC Rural Health Initiative Grant funding. Motion carried.

There being no further business to come before the Finance Committee, the meeting adjourned at 8:58 a.m.

Respectfully Submitted,



Krishna Santana, Board Secretary for
George Bailey, Finance Committee Chair
Mid-Michigan District Board of Health