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

APPROVED 8/23/23

Mid-Michigan District Health Department (MMDHD)
BOARD OF HEALTH
FINANCE COMMITTEE MEETING
Montcalm Office, Stanton

Wednesday, July 26, 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); Sarah Doak, Director of Community Health and Education Division (CHED); 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 8:30 a.m., on Wednesday, July 26, 2023, at the Montcalm Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

Motion to amend the agenda, adding IT Contractual Services as Item C, made by B. DeLong seconded by A. Petersen. Motion carried to accept the agenda as amended.

A. MMDHD's Expenses for June 17, through July 14, 2023

Motion made by A. Petersen to recommend the BOH approve and pay the MMDHD's Expenses for June 17 through July 14, 2023, totaling \$663,084.52 Motion seconded by B. DeLong. Motion carried.

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

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

C. IT Contractual Services Switch

M. Selby explained that VC3 (previously known as I.T. Right) has not lived up to expectations for IT services, MMDHD has experienced significant issues and are not satisfied with the service we've experienced. L. Braddock contacted other agencies that also contract with VC3 and they agreed that the service has not been ideal. H. Brewer explained MMDHD contacted Corporate Technologies (who the agency has had prior interaction with) along with two other companies to request quotes and service information, it was decided that Corporate Technologies has the most attractive options for our agency, in part because of the on-site service they would provide upon request. She noted that Corporate Technologies will waive the initial \$10,000.00 fee if we sign a letter of intent before the end of July 2023. A. Petersen asked how many I.T. employees the MMDHD employs; M. Selby explained that in the past we employed three in the I.T. department, however, one has retired, and one has taken a job elsewhere. It was also asked what is needed to get out of the contract with VC3, H. Brewer explained we need to give VC3 90 days' notice and there is no fee, if the board approves the change today a letter will be sent to VC3 to sever our contract. G. Bailey asked how this would affect the current budget, M. Selby explained it has already been budgeted as we had the contract with VC3 built into the budget. M. Selby stated we are requesting the board approve to sever the contract with VC3 and sign a contract with Corporate Technologies at a cost of \$116,802.00 per year.

Motion by B. DeLong, Second by A. Petersen to recommend to the full board to discontinue the contract with VC3 and sign with Corporate Technologies for a yearly amount of \$116,802.00 for contracted I.T. services.

There being no further business to come before the Finance Committee, the meeting adjourned at 8:46 a.m.

Respectfully Submitted,



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