



**CLINTON OFFICE**  
1307 E. Townsend Rd.  
Saint Johns, MI 48879-9036  
(989) 224-2195

**GRATIOT OFFICE**  
151 Commerce Dr.  
Ithaca, MI 48847-1627  
(989) 875-3681

**MONTCALM OFFICE**  
615 N. State St.  
Stanton, MI 48888-9702  
(989) 831-5237

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

APPROVED 11/22/23

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

Wednesday, October 25, 2023, 8:30 a.m.

MINUTES

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

Members Present: George Bailey (Chair) and Adam Petersen

Members Absent: Bruce DeLong

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); 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, October 25, 2023, at the Montcalm Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

A. MMDHD's Expenses for September 23, through October 20, 2023

**Motion made by G. Bailey to recommend the BOH approve and pay the MMDHD's Expenses for September 23 through October 20, 2023, totaling \$526,543.25. Motion seconded by A. Petersen. Motion carried.**

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

**Reports Delayed due to year-end.**

C. **Increase Wage Step.**

M. Selby explained that the MICR program ended on September 30, 2023, two staff were affected one of these employees applied for and was given a vacant PHR position which was a significant pay decrease, because of this and the fact that this employee has public health knowledge we are asking for the board to support moving her to the highest pay step for this position.

**Motion by A. Petersen, Second by G. Bailey to recommend the full board approve increasing wage step of CHED PHR from step 2 to step 6.**

There being no further business to come before the Finance Committee, the meeting adjourned at 8:36 a.m.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Krishna Santana".

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