



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

BOARD OF HEALTH:	Bruce DeLong David Pohl	George Bailey Steven Sopocy	Phil Kohn Adam Petersen
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MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)
 BOARD OF HEALTH
 FINANCE COMMITTEE MEETING
Clinton Office, Saint Johns
Conference Rooms A & B

Wednesday, February 28, 2024
8:30 a.m.

AGENDA

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

COMMITTEE MEMBERS: George Bailey (Chairperson) and Adam Petersen

ABSENT: Bruce DeLong

STAFF: Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; Lonnie Smith, Director of Environmental Health Services (EH), Krishna Santana, Board Secretary

STAFF ABSENT:

- A. MMDHD’s Expenses for January 13 through February 9, 2024 – **Included.**
- B. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for January 2024 – **Included.**
- C. Budget Amendment – **Included.**
- D. Respiratory Syncytial Virus Antibody Beyfortus BAS – **Included.**



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	David Pohl	Steven Sopocy	Adam Petersen

Board of Health Finance Committee Synopsis of Actions Needed
 February 28, 2024 Regular Meeting

Item A.	EXPENSES FOR JANUARY 13 THROUGH FEBRUARY 9, 2024
Motion to recommend payment of the Mid-Michigan District Health Department’s Expenses for January 13, through February 9, 2024, totaling \$611,364.38.	
Item B.	BALANCE SHEET, REVENUE AND EXPENDITURE REPORT FOR JANUARY 2024
Motion to recommend the approval of the Balance Sheet, Revenue and Expenditure Report for January 2024 on file.	
Item C.	BUDGET AMENDMENT
Motion to recommend accepting the budget amendment as presented.	
Item D.	RESPIRATORY SYNCYTIAL VIRUS ANTIBODY BEYFORTUS
Motion to recommend adding 96381 Administration fee of Beyfortus at \$20 to align with other VFC vaccines.	



**MONTHLY EXPENSES FOR
January 13, 2024 - February 9, 2024**

<i>EV 2024</i>	<i>1/26/2024</i>	\$	<i>321,703.86</i>
<i>EV 2025</i>	<i>2/9/2024</i>	\$	<u><i>289,660.52</i></u>
TOTAL		\$	611,364.38



Expense Voucher # 2024

1/26/2024

Payables

108729 - 108756 Acumatica Checks & ACH \$ 138,334.75

Payroll

Ameriprise NBS \$ 100.00
MERS 457 \$ 1,792.00
Nationwide \$ 2,180.00
MERS Defined Benefit - Employee \$ 4,520.87
12/29/23 MERS EE DB \$ 4,548.77
EFT Payroll Tax
 Federal \$ 35,325.55
 State \$ 5,540.20

Direct Deposit Payroll \$ 117,047.98
Direct Deposit HSA \$ 7,656.61
State of Michigan Unemployment \$ 4,407.16

Fees

Huntington e-Banking fee Dec-23 \$ 272.02
Huntington Bank Interest Dec-23 \$ (22.05)

TOTAL

\$ 321,703.86

AP Payment Register

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108729	Closed	1/26/2024	AMAZON01	AMAZON CAPITAL SERVICES	0.00	42.63

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		1FLJ-GR7N-3GJC	TAB DIVIDERS	42.63	USD	0.00	42.63
						Document Total:	42.63
						Payment Method Total:	42.63
						Cash Account Total:	42.63

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108730	Closed	1/26/2024	BUSI01	BUSINESS MANAGEMENT DAILY	0.00	239.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		REN3R04	2024 SUBSCRIPTI	239.00	USD	0.00	239.00
						Document Total:	239.00
						Payment Method Total:	239.00
						Cash Account Total:	239.00

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108731	Closed	1/26/2024	CDWG01	CDW GOVERNMENT, INC.	0.00	1,443.15

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		NV32078	THINKPAD,MONIT	855.61	USD	0.00	855.61
Bill		NV36567	SMART DOCK	337.54	USD	0.00	337.54
Bill		ZR00432643	DECEMBER WEBI	250.00	USD	0.00	250.00
						Document Total:	1,443.15
						Payment Method Total:	1,443.15
						Cash Account Total:	1,443.15

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108732	Closed	1/26/2024	CENT02	CENTRAL MICHIGAN DIST HEALTH DEPARTMENT	0.00	9,208.15

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		2023 DEC	MD FOR DECEMB	9,208.15	USD	0.00	9,208.15
						Document Total:	9,208.15
						Payment Method Total:	9,208.15
						Cash Account Total:	9,208.15

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108733	Closed	1/26/2024	CLIN01	CLINTON COUNTY ADMINISTRATION/ACCOUNTING	0.00	1,966.67

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		AC-2024-002	FEBRUARY RENT	1,966.67	USD	0.00	1,966.67
						Document Total:	1,966.67
						Payment Method Total:	1,966.67
						Cash Account Total:	1,966.67

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108734	Closed	1/26/2024	CLIN02	CLINTON COUNTY RESA	0.00	59,954.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		20231231	1Q2024 HRA	59,954.00	USD	0.00	59,954.00
						Document Total:	59,954.00
						Payment Method Total:	59,954.00
						Cash Account Total:	59,954.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108735	Closed	1/26/2024	COVE01	COVENANT MEDICAL CENTER	0.00	21.42

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		24612926	LAB	21.42	USD	0.00	21.42
						Document Total:	21.42
						Payment Method Total:	21.42
						Cash Account Total:	21.42

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108736	Closed	1/26/2024	DESM01	DES MOINES STAMP MFG COMPANY	0.00	68.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		1227425	COLORED DATE S	68.00	USD	0.00	68.00
						Document Total:	68.00
						Payment Method Total:	68.00
						Cash Account Total:	68.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108737	Closed	1/26/2024	ENVI01	ENVIRO-MASTER	0.00	600.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		NMI-32205	GRATIOT OFFICE	600.00	USD	0.00	600.00
						Document Total:	600.00
						Payment Method Total:	600.00
						Cash Account Total:	600.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108738	Closed	1/26/2024	FRIE01	FRIEDLAND INDUSTRIES, INC.	0.00	270.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		7419	SHREDDING DIST	270.00	USD	0.00	270.00
						Document Total:	270.00
						Payment Method Total:	270.00
						Cash Account Total:	270.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108739	Closed	1/26/2024	HERI01	HERITAGE UNITED METHODIST CHURCH	0.00	100.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		JAN2024	RENT	100.00	USD	0.00	100.00
						Document Total:	100.00
						Payment Method Total:	100.00
						Cash Account Total:	100.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108740	Closed	1/26/2024	HOSP03	HOSPITAL NETWORK HEALTHCARE SERVICES	0.00	121.48

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		90707	CLINTON MEDICA	121.48	USD	0.00	121.48
						Document Total:	121.48
						Payment Method Total:	121.48
						Cash Account Total:	121.48

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108741	Closed	1/26/2024	INSP01	INSPIRATION STUDIO DESIGNS	0.00	87.39

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		26889	BUSINESS CARD	87.39	USD	0.00	87.39
						Document Total:	87.39
						Payment Method Total:	87.39
						Cash Account Total:	87.39

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108742	Closed	1/26/2024	MICH03	MALPH	0.00	11,907.43

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		CJS110	1Q2024 CJS	7,079.43	USD	0.00	7,079.43
Bill		INV0223	FY2024 DUES	4,828.00	USD	0.00	4,828.00
						Document Total:	11,907.43
						Payment Method Total:	11,907.43
						Cash Account Total:	11,907.43

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108743	Closed	1/26/2024	MICH11	MICHIGAN NURSES ASSOCIATION	0.00	592.29

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		JAN2024	DUES	592.29	USD	0.00	592.29
						Document Total:	592.29
						Payment Method Total:	592.29
						Cash Account Total:	592.29

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108744	Closed	1/26/2024	MISD01	MISDU - FRIEND OF COURT	0.00	83.91

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		01262023	1/26/26 EMPLOYE	83.91	USD	0.00	83.91
						Document Total:	83.91
						Payment Method Total:	83.91
						Cash Account Total:	83.91

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108745	Closed	1/26/2024	MONT03	MONTCALM AREA INTERMEDIATE SCHOOL DISTRICT	0.00	36,728.85

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		1058	1Q2024 HRA	36,728.85	USD	0.00	36,728.85
						Document Total:	36,728.85
						Payment Method Total:	36,728.85
						Cash Account Total:	36,728.85

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108746	Closed	1/26/2024	MUTU01	MUTUAL OF OMAHA	0.00	5,501.20

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		001645874651	FEBRUARY ER LIF	5,501.20	USD	0.00	5,501.20
						Document Total:	5,501.20
						Payment Method Total:	5,501.20
						Cash Account Total:	5,501.20

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108747	Closed	1/26/2024	PERS01	PERSPECTIVE ENTERPRISES INC	0.00	16.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		63545	STADIOMETER KI	16.00	USD	0.00	16.00
						Document Total:	16.00
						Payment Method Total:	16.00
						Cash Account Total:	16.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108748	Closed	1/26/2024	RELY01	RELYCO	0.00	22.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		SIN212082	2023 YE FORMS	22.00	USD	0.00	22.00
						Document Total:	22.00
						Payment Method Total:	22.00
						Cash Account Total:	22.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108749	Closed	1/26/2024	RICO01	RICOH USA INC	0.00	718.20

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		5068779324	DECEMBER COPI	718.20	USD	0.00	718.20
						Document Total:	718.20
						Payment Method Total:	718.20
						Cash Account Total:	718.20

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108750	Closed	1/26/2024	SANO01	SANOFI PASTEUR INC	0.00	3,032.81

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		922060653	HEPLISAV VACCII	3,032.81	USD	0.00	3,032.81
						Document Total:	3,032.81
						Payment Method Total:	3,032.81
						Cash Account Total:	3,032.81

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108751	Closed	1/26/2024	STAT01	STATCOURIER	0.00	2,267.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		1019-3409	DECEMBER COUF	2,267.00	USD	0.00	2,267.00
						Document Total:	2,267.00
						Payment Method Total:	2,267.00
						Cash Account Total:	2,267.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108752	Closed	1/26/2024	STAT04	STATE OF MICHIGAN-LAB	0.00	23.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		20240102-9	LABS	23.00	USD	0.00	23.00
						Document Total:	23.00
						Payment Method Total:	23.00
						Cash Account Total:	23.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108753	Closed	1/26/2024	TEAM02	TEAMSTERS LOCAL 214	0.00	1,911.52

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		JAN2024	DUES	1,911.52	USD	0.00	1,911.52
						Document Total:	1,911.52
						Payment Method Total:	1,911.52
						Cash Account Total:	1,911.52

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108754	Closed	1/26/2024	VERT01	VERTILOCITY	0.00	892.50

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		31013941	DECEMBER UKG	892.50	USD	0.00	892.50
						Document Total:	892.50
						Payment Method Total:	892.50
						Cash Account Total:	892.50

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108755	Closed	1/26/2024	WATK02	WATKINS SURGICAL SUPPLY	0.00	396.90

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		0000564803	TRICHLORACETIC	163.10	USD	0.00	163.10
Bill		0000566149	ISONIAZID 300mg	233.80	USD	0.00	233.80
						Document Total:	396.90
						Payment Method Total:	396.90
						Cash Account Total:	396.90

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108756	Closed	1/26/2024	WOOD01	WOOD SARAH	0.00	119.25

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		01062024	1/1-1/2 CONTRAC	60.75	USD	0.00	60.75
Bill		01132024	1/9/23 CONTRACT	15.00	USD	0.00	15.00
Bill		01202024	1/16-1/17 CONTR	43.50	USD	0.00	43.50
						Document Total:	119.25
						Payment Method Total:	119.25
						Cash Account Total:	119.25

Doc. Type	Count	Amount Paid (USD)
Check	28	138,334.75
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
Company Total:	28	138,334.75



Expense Voucher # 2025

2/9/2024

Payables

108757 - 108778 Acumatica Checks & ACH \$ 77,472.61

Payroll

Ameriprise NBS		\$	100.00
MERS 457		\$	1,792.00
Nationwide		\$	2,180.00
MERS Defined Benefit - Employee		\$	4,500.30
12/29/23 MERS EE on January twice		\$	(4,548.77)
EFT Payroll Tax			
Federal		\$	34,298.78
State		\$	5,632.16
MERS Defined Benefit - Employer	Jan-24	\$	44,046.86
Direct Deposit Payroll		\$	116,336.50
Direct Deposit HSA		\$	7,614.06

Fees

Huntington e-Banking fee	Dec-23	\$	266.46
Huntington Bank Interest	Dec-23	\$	(30.44)

TOTAL

\$ 289,660.52

AP Payment Register

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108757	Closed	2/9/2024	ALPH01	ALPHA FAMILY CENTER	0.00	200.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		FEB2024	RENT	200.00	USD	0.00	200.00
Document Total:							200.00
Payment Method Total:							200.00
Cash Account Total:							200.00

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108758	Closed	2/9/2024	AMAZON01	AMAZON CAPITAL SERVICES	0.00	171.54

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		1T3J-J9HW-PJNQ	CREDIT CARD RC	8.99	USD	0.00	8.99
Bill		14L7-PT3M-4LPQ	HAND HELD VACL	162.55	USD	0.00	162.55
Document Total:							171.54
Payment Method Total:							171.54
Cash Account Total:							171.54

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108759	Closed	2/9/2024	AMS01	AMS-SAMPLERS.COM	0.00	382.83

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		285851	SOIL AUGER	382.83	USD	0.00	382.83
Document Total:							382.83
Payment Method Total:							382.83
Cash Account Total:							382.83

Account	Description
CASH AP	CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108760	Closed	2/9/2024	BROM01	BROMBERG & ASSOCIATES	0.00	631.14

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		23739	NOVEMBER TRAN	114.98	USD	0.00	114.98
Bill		24012	DECEMBER TRAN	40.37	USD	0.00	40.37
Bill		24166	DOCUMENT TRAN	475.79	USD	0.00	475.79
Document Total:							631.14
Payment Method Total:							631.14
Cash Account Total:							631.14

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108761	Closed	2/9/2024	COVE01	COVENANT MEDICAL CENTER	0.00	42.84

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		20940 MAY2023	LABS FROM MAY	42.84	USD	0.00	42.84
						Document Total:	42.84
						Payment Method Total:	42.84
						Cash Account Total:	42.84

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108762	Closed	2/9/2024	EAT001	EATON RESA	0.00	3,151.51

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		008707	1Q2024 DRUG FR	3,151.51	USD	0.00	3,151.51
						Document Total:	3,151.51
						Payment Method Total:	3,151.51
						Cash Account Total:	3,151.51

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108763	Closed	2/9/2024	FIRS01	FIRST NATIONAL BANK OMAHA	0.00	4,516.20

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		CREDIT CARD	1/9/2024	NETCLOUD MOBI	190.80	USD	190.80
Bill		visa cc	1/25	AMBU BAGS	192.45	USD	192.45
Bill		visa	1/23/2024	STAMPED BUSINE	1,235.90	USD	1,235.90
Bill		2593JAN2024		HOTEL, ROOM RE	1,688.67	USD	1,688.67
Bill		8712FEB2024		UPS, MEAL, PAGE	116.10	USD	116.10
Bill		0609FEB2024		TIRES, DECAL SIC	1,092.28	USD	1,092.28
						Document Total:	4,516.20
						Payment Method Total:	4,516.20
						Cash Account Total:	4,516.20

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108764	Closed	2/9/2024	GLAXO1	GLAXO SMITH KLINE	0.00	1,937.43

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		8254228714	SHINGRIX VACCII	1,937.43	USD	0.00	1,937.43
						Document Total:	1,937.43
						Payment Method Total:	1,937.43
						Cash Account Total:	1,937.43

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108765	Closed	2/9/2024	GRAT07	GRATIOT ISABELLA RESD	0.00	51,535.59

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		11828	DECEMBER 2023	51,535.59	USD	0.00	51,535.59
						Document Total:	51,535.59
						Payment Method Total:	51,535.59
						Cash Account Total:	51,535.59

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108766	Closed	2/9/2024	GUEST01	GUEST COMMUNICATIONS CORPORTATION	0.00	1,213.83

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		24-16386D	50 EP DIRECTORI	1,213.83	USD	0.00	1,213.83
						Document Total:	1,213.83
						Payment Method Total:	1,213.83
						Cash Account Total:	1,213.83

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108767	Closed	2/9/2024	MAGE01	MAGELLAN DIAGNOSTICS	0.00	3,366.56

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		67577	BLOOD LEADCAR	3,366.56	USD	0.00	3,366.56
						Document Total:	3,366.56
						Payment Method Total:	3,366.56
						Cash Account Total:	3,366.56

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108768	Closed	2/9/2024	MICH02	MALEHA-MICHIGAN ASSOCIATION OF LOCAL ENVIRONMENTAL	0.00	20.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		2024BF	FOWLER MEMBEI	20.00	USD	0.00	20.00
						Document Total:	20.00
						Payment Method Total:	20.00
						Cash Account Total:	20.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108769	Closed	2/9/2024	MCKE01	MCKESSON MEDICAL	0.00	70.16

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		21616598	FORCEPS FOR CI	58.70	USD	0.00	58.70
Bill		21623315	FORCEPS FOR CI	11.46	USD	0.00	11.46
						Document Total:	70.16
						Payment Method Total:	70.16
						Cash Account Total:	70.16

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108770	Closed	2/9/2024	MERC01	MERCK SHARP & DOHME LLC	0.00	695.84
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		7017392644	HEP A ADULT VA	695.84	USD	0.00	695.84
						Document Total:	695.84
						Payment Method Total:	695.84
						Cash Account Total:	695.84

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108771	Closed	2/9/2024	MISD01	MISDU - FRIEND OF COURT	0.00	83.91
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		02092024	2/9/24 EMPLOYEE	83.91	USD	0.00	83.91
						Document Total:	83.91
						Payment Method Total:	83.91
						Cash Account Total:	83.91

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108772	Closed	2/9/2024	MONT09	MONTCALM COMMUNITY COLLEGE	0.00	200.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		03072024	3/7/24 ROOM REN	200.00	USD	0.00	200.00
						Document Total:	200.00
						Payment Method Total:	200.00
						Cash Account Total:	200.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108773	Closed	2/9/2024	STAT04	STATE OF MICHIGAN-LAB	0.00	46.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		20240102-24	LABS	46.00	USD	0.00	46.00
						Document Total:	46.00
						Payment Method Total:	46.00
						Cash Account Total:	46.00

CASH AP CASH ACCOUNT FOR AP							
Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108774	Closed	2/9/2024	TKS01	TKS SECURITY	0.00	1,197.00
Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		25167	FEB-APRIL 2024 C	1,197.00	USD	0.00	1,197.00
						Document Total:	1,197.00
						Payment Method Total:	1,197.00
						Cash Account Total:	1,197.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108775	Closed	2/9/2024	VERI01	VERIZON	0.00	4,579.19

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		9955035538	1/24-2/23 CELL PH	4,579.19	USD	0.00	4,579.19
						Document Total:	4,579.19
						Payment Method Total:	4,579.19
						Cash Account Total:	4,579.19

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108776	Closed	2/9/2024	VERT01	VERTILOCITY	0.00	85.00

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		31014337	JANUARY KRONC	85.00	USD	0.00	85.00
						Document Total:	85.00
						Payment Method Total:	85.00
						Cash Account Total:	85.00

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108777	Closed	2/9/2024	WINN01	WINN TELECOM	0.00	3,172.79

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		0410000908	FEB2024 LOCAL/LONG DIS	3,172.79	USD	0.00	3,172.79
						Document Total:	3,172.79
						Payment Method Total:	3,172.79
						Cash Account Total:	3,172.79

CASH AP CASH ACCOUNT FOR AP

Doc. Type	Payment Ref.	Status	Date	Vendor	Vendor Name	Doc. Balance	Orig. Doc. Amount
Payment	108778	Closed	2/9/2024	WOOD01	WOOD SARAH	0.00	173.25

Doc. Type	Branch	Vendor Ref.	Description	Original Amount	Currency	Discount Taken	Amount Paid
Bill		01272024	1/21-1/27 CONTRA	42.00	USD	0.00	42.00
Bill		02032024	1/29-2/3 CONTRA	131.25	USD	0.00	131.25
						Document Total:	173.25
						Payment Method Total:	173.25
						Cash Account Total:	173.25

Doc. Type	Count	Amount Paid (USD)
Check	22	77,472.61
Prepayment	0	0.00
Refund	0	0.00
Void Check	0	0.00
Company Total:	22	77,472.61

Balance Sheet

As of January 31, 2024

Assets

Cash & Cash Equivalents	2,588,899.97
Account Receivable	175,488.40
Other Receivables	277,436.88
Prepaid Expenses	35,842.60
VFC Inventory	63,256.33

Total Assets**3,140,924.18****Liabilities**

Employee Deductions	44,832.24
Accounts Payable	67,824.07
Due to Others	642,278.36
VFC Inventory	63,256.34
Trust Funds	17,987.17
Deferred Revenues	8,296.69
Other Long-term Liabs	175,033.00
38901-FUND BALANCE RESTRICTED DENTAL	95,208.84
39000-FUND BALANCE END OF YEAR	(86,595.57)
39001-FUND BALANCE	293,451.96
39004-FUND BALANCE - TECHNICAL/EQUIP	489,494.46
39005-FUND BALANCE-FACILITY DEV.	137,523.00
39007-FUND BALANCE-SELF INS BONDS	13,949.72
39008-FUND BALANCE-FUTURE RETIREMENT	277,269.58
39009-FUND BALANCE-COMPENSATED LEAVE	511,844.51
39010-FUND BALANCE-UNEMPLOYMENT	55,000.00
39012-FUND BALANCE - TRAINING	35,000.00
39013-FUND BALANCE - BRFS	11,522.00
39014-FUND BALANCE-HEALTH INSURANCE	125,451.00
39015-FUND BALANCE-POTENTIAL CLAIMS	75,457.00
39017-FUND BALANCE CHW	150,000.00
39018-FUND BALANCE OPEB	77,778.00
Net Income / (Loss)	(140,938.19)

Total Liabilities**3,140,924.18**

Difference

0.00

REVENUE-EXPENSE

As of January 31, 2024

ALL PROGRAMS

	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD	Proposed Budget	Amended Budget	Difference from Original Budget	%YTD
REVENUE									
ELPHS	1,147,311.00	79,762.00	509,216.00	638,095.00	44%	1,783,702.00	636,391.00	29%	
MDHHS GRANTS	3,240,732.00	299,026.00	1,196,110.00	2,044,622.00	37%	3,175,076.00	-65,656.00	38%	
MDHHS FEE FOR SERVICE	72,000.00	0.00	7,357.74	64,642.26	10%	50,000.00	-22,000.00	15%	
EGLE GRANTS	261,015.00	80,908.73	92,023.57	168,991.43	35%	252,000.00	-9,015.00	37%	
OTHER GRANTS	772,000.00	25,884.02	52,566.55	719,433.45	7%	822,382.00	50,382.00	6%	
VFC SUPPLIES	300,000.00	11,300.98	55,963.08	244,036.92	19%	300,000.00	0.00	19%	
MEDICAID FULL COST	187,000.00	37,136.00	74,272.12	112,727.88	40%	125,000.00	-62,000.00	59%	
MEDICAID OUTREACH	170,366.00	0.00	-6.46	170,372.46	0%	125,000.00	-45,366.00	0%	
MISC INCOME	25,000.00	20,990.28	109,708.53	-84,708.53	439%	190,000.00	165,000.00	58%	
ADMINISTRATION	200.00	0.00	0.00	200.00	0%	200.00	0.00	0%	
EH ADMIN	1,000.00	104.37	474.49	525.51	47%	1,000.00	0.00	47%	
EH MISC	40,000.00	15,755.00	21,915.00	18,085.00	55%	40,000.00	0.00	55%	
SEWAGE PROGRAM	225,000.00	10,650.00	47,405.00	177,595.00	21%	225,000.00	0.00	21%	
WATER PROGRAM	165,000.00	6,712.42	34,146.42	130,853.58	21%	165,000.00	0.00	21%	
FOOD PROGRAM	300,000.00	2,905.00	16,901.00	283,099.00	6%	300,000.00	0.00	6%	
BODY ART	1,500.00	5,310.00	5,310.00	-3,810.00	354%	6,000.00	4,500.00	89%	
COMMUNICABLE DISEASE	2,000.00	0.00	200.00	1,800.00	10%	1,000.00	-1,000.00	20%	
IMMUNIZATIONS	200,000.00	18,797.08	122,955.33	77,044.67	61%	200,000.00	0.00	61%	
STD/STI	6,000.00	-15.18	548.58	5,451.42	9%	2,000.00	-4,000.00	27%	
HIV	1,000.00	0.00	0.00	1,000.00	0%	100.00	-900.00	0%	
BLOOD LEAD	10,100.00	2,164.94	5,054.39	5,045.61	50%	15,000.00	4,900.00	34%	
BCCCP	1,000.00	-400.00	-72.85	1,072.85	-7%	500.00	-500.00	-15%	
FAMILY PLANNING	80,000.00	6,820.82	17,162.17	62,837.83	21%	70,000.00	-10,000.00	25%	
VISION	21,000.00	456.48	7,535.37	13,464.63	36%	16,000.00	-5,000.00	47%	
HEARING	21,000.00	899.72	9,454.98	11,545.02	45%	18,000.00	-3,000.00	53%	
BREASTFEEDING PROGRAM	0.00	0.18	417.54	-417.54		1,500.00	1,500.00	28%	
CLINICAL VARNISH	10,000.00	754.67	2,961.56	7,038.44	30%	6,000.00	-4,000.00	49%	
ORAL HEALTH K-ASSESSMENT	0.00	0.00	1,700.00	-1,700.00		4,000.00	4,000.00	43%	
ORAL HEALTH	10,000.00	-3,525.00	4,800.00	5,200.00	48%	9,000.00	-1,000.00	53%	
CHED ADMINISTRATION	1,000.00	0.00	0.00	1,000.00	0%	1,000.00	0.00	0%	
SPACE	286,000.00	30,614.29	122,457.01	163,542.99	43%	375,000.00	89,000.00	33%	
APPROPRIATIONS	1,135,478.00	94,623.20	379,086.49	756,391.51	33%	1,135,478.00	0.00	33%	
TOTAL REVENUE	8,692,702.00	747,636.00	2,897,623.61	5,795,078.39	33%	9,414,938.00	722,236.00	31%	

ALL PROGRAMS

4249440

	BUDGET	CURRENT MONTH	YEAR TO DATE	BUDGET BALANCE	% YTD	Proposed Budget	Amended Budget	
EXPENSE								
SALARIES	4,137,063.00	369,863.89	1,416,480.06	2,720,582.94	34%	4,305,821.00	168,758.00	33%
FICA	316,460.00	25,707.76	102,994.40	213,465.60	33%	320,000.00	3,540.00	32%
HEALTH INSURANCE	837,625.00	70,485.38	277,437.11	560,187.89	33%	841,317.00	3,692.00	33%
DENTAL INSURANCE	42,829.00	4,180.35	16,304.58	26,524.42	38%	50,000.00	7,171.00	33%
RETIREMENT	583,231.00	44,046.86	203,781.10	379,449.90	35%	715,000.00	131,769.00	29%
OTHER BENEFITS	34,944.00	5,553.76	11,042.34	23,901.66	32%	30,000.00	-4,944.00	37%
OFFICE SUPPLIES	96,300.00	8,140.28	32,640.71	63,659.29	34%	120,600.00	24,300.00	27%
COMPUTER SUPPLIES	51,500.00	2,744.68	4,907.91	46,592.09	10%	45,000.00	-6,500.00	11%
MEDICAL SUPPLIES	38,000.00	7,926.78	22,082.21	15,917.79	58%	72,000.00	34,000.00	31%
BIOLOGICS	50,000.00	5,776.27	186,806.64	-136,806.64	374%	265,000.00	215,000.00	70%
VFC	300,000.00	11,300.98	55,963.08	244,036.92	19%	300,000.00	0.00	19%
OTHER SUPPLIES	0.00	0.00	0.00	0.00		1,000.00	1,000.00	0%
CAPITAL EXPENSE	50,000.00	0.00	0.00	50,000.00	0%	10,000.00	-40,000.00	0%
SOFTWARE PURCHASES/LICENSES	0.00	0.00	0.00	-29,618.23		1,000.00	1,000.00	0%
CONTRACTUAL	1,326,550.00	171,793.40	376,492.61	950,057.39	28%	1,282,200.00	-44,350.00	29%
LABS	2,500.00	90.42	285.02	2,214.98	11%	2,000.00	-500.00	14%
COMMUNICATIONS	103,600.00	8,554.60	31,443.06	72,156.94	30%	100,000.00	-3,600.00	31%
TRAVEL/TRAINING	121,200.00	6,797.54	55,224.65	65,975.35	46%	165,000.00	43,800.00	33%
MEMBERSHIPS	41,100.00	7,727.00	15,020.62	26,079.38	37%	35,000.00	-6,100.00	43%
ADVERTISING	27,500.00	637.27	1,515.27	25,984.73	6%	50,000.00	22,500.00	3%
LIABILITY INSURANCE	65,000.00	5,614.92	22,459.65	42,540.35	35%	67,000.00	2,000.00	34%
LEASE & MAINTENANCE	159,300.00	24,601.20	67,499.59	121,418.64	24%	205,000.00	45,700.00	33%
RENT	27,000.00	3,534.67	12,109.65	14,890.35	45%	37,000.00	10,000.00	33%
SPACE	264,000.00	30,614.29	122,457.01	141,542.99	46%	375,000.00	111,000.00	33%
MISC EXPENSE	17,000.00	1,343.02	3,614.53	13,385.47	21%	20,000.00	3,000.00	18%
TOTAL EXPENSE	8,692,702.00	817,035.32	3,038,561.80	5,654,140.20	35%	9,414,938.00	722,236.00	32%
Net Income (Loss)	0.00	-69,399.32	-140,938.19	140,938.19				

**Mid-Michigan District Health Department
Monthly Balance Sheet, Revenue and Expenditure Report
January 2024**

Summary and Special Notes

Of the overall budget of \$8,692,702, actual revenues were \$2,897,623.61 and the actual expenses were \$3,038,561.80 in January 2024. The overall actual revenues and expenditures were at 95% and 96% respectively of the original budget, representing a small deficit of \$140,938.19.

In reviewing the actual revenues and expenses year to date, there is a request for a budget amendment to \$9,414,938. This request is made after examining variances that have occurred or are known at this point in the year. Some highlights of the budgeted changes include:

Increase in ELPHS funding of \$636,391

Small decrease in original budget for MDHHS due to variances in programs including the HRA program, CSHCS and Oral Health Kindergarten assessment as well as others. Some programs received more funding than budgeted and some received less.

Miscellaneous Income increased due mainly to the issue of the vaccine supplier's over shipment of the Moderna vaccine. The expense for this is reflecting in the increase in the biologics line and the sale of the vaccine to other health departments is reflected in the miscellaneous income.

There is an increase in salaries due to the increase in the COLA given as well as the addition of the Data Specialist position.

The increase in the retirement is due to the increase anticipated in salary as well as adding additional to funding the unfunded liability for the retirement.

Travel and training have been increased to reflect this year. The same is true for the lease and maintenance line item.

Advertising has been increased due to the grant funding received from the family planning program specifically for outreach efforts.

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

BOARD OF HEALTH:	Bruce DeLong	George Bailey	Phil Kohn
	David Pohl	Steven Sopocy	Adam Petersen

February 28, 2024

ADMINISTRATOR: Sarah Doak, CHED Director

SUBJECT: Respiratory Syncytial Virus Antibody Beyfortus

Information Only

Action Needed

I. Authority For This Action:

Local Policy

Law or Rule Public Health Code, Act 368 of 1978, MCL 333.2417

II. Summary:

Beyfortus is a long-acting antibody indicated for the prevention of Respiratory Syncytial Virus (RSV) in neonates and infants born during or entering their first RSV season. It can also be used in children up to 24 months of age who remain vulnerable to severe RSV disease through their second RSV season. Beyfortus will be offered through the Vaccines for Children program at no cost to the family, however, there is a fee for the administration.

III. Strategic Objective, Health Issue, or other Need Addressed:

Beyfortus will help prevent severe disease in our most vulnerable population.

IV. Fiscal Impact and Cost:

The administration fees are generally covered by insurance plans including Medicaid. For those without insurance, the administration fee can be reduced based on family income.

V. Alternatives Considered:

Not applicable

VI. Recommendation:

We recommend adding this administration fee to the current schedule:
96381 Administration fee of Beyfortus at \$20 to align with other VFC vaccines.

VII. Monitoring and Reporting Timeline:

Financial reports specific to Beyfortus administration fee can be presented at future BOH meetings as requested.