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| <b>BOARD OF HEALTH:</b> | Bruce DeLong<br>Nicole Fickes | George Bailey<br>Steven Sopocy | Adam Petersen<br>Matt Murray |
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MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)  
BOARD OF HEALTH  
REGULAR MEETING  
at  
**Clinton Office, Saint Johns, Michigan**

**Wednesday, February 26, 2025**  
**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; Steven Sopocy, Bruce DeLong, Nicole Fickes and Matt Murray

Members Absent: None

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 Hutchens, Administrative Services Supervisor; Brady Guilbault, Public Information Officer

Staff Absent: None

Guests: None

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, February 26, 2025, at the Clinton Office of the MMDHD, Saint Johns, Michigan.

The Pledge of Allegiance was led by A. Petersen.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

**Motion made by G. Bailey and seconded by B. DeLong to accept the agenda as presented. Motion carried.**

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held January 13, 2025
- b. Mid-Michigan District BOH Regular Meeting held January 22, 2025

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

2. Communications

- a. Notice of Award for Special Projects (BP5)

C. PUBLIC COMMENTS: - None.

BRANCH OFFICE EMPLOYEES: – None.

D. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

- a. MMDHD's Expenses for January 12 through February 8, 2025

Bailey went over the expenses for the board and told the board the finance committee has approved the expenses.

**Motion made by G. Bailey and seconded by S. Sopocy to approve payment of the MMDHD's Expenses for January 12 through February 8, 2025, totaling \$522,012.78. Motion carried.**

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for January 2025

G. Bailey told the board the information was included in the packet and asked for any questions.

**Motion made by G. Bailey and seconded by N. Fickes to accept the Balance Sheet, Revenue and Expenditure Report for January 2025 and place on file. Motion carried.**

- c. Extending Yealink Video Conferencing Equipment

H. Hutchens told the board of the need to update the existing Yealink system and the plans to mount the televisions to the wall in Gratiot County and in Clinton, if it's possible. This would also give the opportunity to link the two televisions in the room or use them separately when the

conference room is divided into two meeting areas. She explained the MMDHD has received special funding of \$10,000.00 which would be used for the equipment. The system will cost \$8,461.12 with the remaining amount used for installation costs and in the event the costs total more than \$10,000.00 the infrastructure grant will be used to offset.

**Motion made by G. Bailey seconded by B. DeLong for the agency to purchase the Yealink system for an amount of \$8,461.12 with the equipment cost and installation coming out of the special projects grant and any additional cost to be covered by the infrastructure grant. Motion carried.**

2. Personnel Committee – Nicole Fickes, Chairperson – No Report.
3. Program Committee – Matt Murray, Chairperson – No Report.

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

1. Endocrine Disrupting Chemicals

J. Morse gave an overview of her report discussing that there are a number of chemicals that we use daily that can cause health issues. She noted there are links in her report if you’d like to look up these chemicals. Her recommendations are to try to avoid unnecessary preventable exposure to EDC-containing products, she suggested avoiding microwaving food in plastic containers, replace older nonstick pans with ceramic coated cookware, and to choose personal care items that are unscented.

**Motion to accept and place on file the Medical Director’s report made by G. Bailey seconded by M. Murray. Motion carried.**

F. HEALTH OFFICER’S REPORT: Mari E. (Liz) Braddock

1. Agreements Signed, January 29 – Feb 19, 2025–

L. Braddock began with telling the board of a \$4,000.00 wellness mini grant from MALPH, this grant has been received in the past but this will be the last year it is available to the MMDHD, the grant is intended for staff wellness.

She also spoke on the KOHA agreement with Shiawassee County Health Department to share a dental hygienist which the agency is currently attempting to hire.

The last one was an agreement with Montcalm Human Services Coalition.

2. PBB Community Meeting

L. Braddock told the board on Tuesday, March 4, 2025, Emory University will host a virtual PBB

community meeting. She also relayed concerns about future funding regarding PBB.

3. The Role of a Public Information Officer – Brady Guilbault

B. Guilbault gave a presentation about his role as Public Information Officer. He explained what a PIO is and how they relay information to the public. He told the board what social media tools are used, talked about public notices and the monthly newsletter, which has had increased numbers in the past few months thanks to efforts to promote the monthly agency newsletter to the public. He explained his role in community events and public meetings as well as noted a positive working relationship with local newspapers. Guilbault went on to tell the board he has created a PIO subgroup with neighboring health departments that has been well received and now has a goal of making this a statewide group. Lastly, he spoke on the MMDHD website improvements how he has made it more user friendly and visually appealing. He noted his goals moving forward is to get on radio and television more often to grow a positive public persona as well as to increase the agency social media presence and to update the outreach materials.

**Motion made by G. Bailey supported by D. Pohl to accept the health officer’s report and place on file.  
Motion carried.**

G. OLD BUSINESS: - None.

H. NEW BUSINESS: - None.

1. Emerging Issues – None.

I. LEGISLATIVE ACTION: None

J. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, January 2025
2. MMDHD Staffing Report

K. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2023-board-of-health/>

1. ‘January is National Radon Action Month’ – Daily News – January 18,
2. ‘I can’t hear you’ – *Daily News* – January 24, 2025
3. Public Notice of 2025 BOH Meetings - *Daily News, Gratiot County Herald and Lansing State Journal*
4. ‘Health department offers guidance on influenza for schools’ - *Daily News* – February 12, 2025
5. ‘Highly Pathogenic Avian Influenza A(H5N1) Virus Infection of Indoor Domestic Cat Within Dairy Industry Worker Households – Michigan, May 2024’

Braddock brought the last item on the news articles to the board’s attention to recognize Dr. Morse and the EPI team on their work with Avian Influenza.

L. AGENCY NEWSLETTERS: <https://conta.cc/4gyR4fb>

**There being no further business to come before the Board, G. Bailey made a motion to adjourn seconded by B. DeLong, the meeting adjourned at 9:42 a.m.**

Respectfully Submitted,

Krishna Santana, Board Secretary  
For Adam Petersen, Chairperson  
Mid-Michigan District Board of Health

DRAFT