

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
Nicole Fickes

George Bailey
Steven Sopocy

Adam Petersen
Matt Murray

Approved 8/27/2025

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)

BOARD OF HEALTH

REGULAR MEETING

at

Montcalm Office, Stanton, Michigan

Wednesday, July 23, 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 and Nicole Fickes

Members Absent: Matt Murray

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: Jennifer E. Morse, MD, MPH, FAAFP, Medical Director

Guests: None

Adam Petersen, Chairperson, called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:01 a.m. on Wednesday, July 23, 2025, at the Montcalm Office of the MMDHD, Stanton, Michigan.

The Pledge of Allegiance was led by A. Petersen.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

Petersen asked if there were any additions to the agenda.

Motion made by B. DeLong and seconded by S. Sopocy 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 June 9, 2025
- b. Mid-Michigan District BOH Regular Meeting held June 25, 2025

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

2. Communications

- a. Gratiot County Community Foundation Award Letter

L. Braddock reviewed the communication item telling the board we have received an award from Gratiot County Community Foundation to purchase items to assist the families of the children that have had an elevated blood lead level, for example water filters or cleaning supplies.

C. PUBLIC COMMENTS: - None.

D. BRANCH OFFICE EMPLOYEES: – None.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

- a. MMDHD's Expenses for June 14 through July 11, 2025

The expenses were reviewed for the board by G. Bailey.

Motion made by G. Bailey and seconded by N. Fickes to approve payment of the MMDHD's Expenses for June 14 through July 11, 2025, totaling \$529,602.29. Motion carried.

- b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for June 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 B. DeLong to accept the Balance Sheet, Revenue and Expenditure Report for June 2025 and place on file. Motion carried.

- c. FY 25–26 Proposed Budget and Narrative -

M. Selby went over the narrative for the board, telling the board the agency had cuts for the FY 25-26 of approximately \$2 million, which is about 28% reduction. One of the cuts was a contract so it brings the cut to around \$1 million. She noted she is presenting a balanced budget which includes the elimination of five staff positions; two retirements, two to attrition and one layoff. There have also been three furlough days scheduled throughout the year for the employees as well as requests for additional contribution from the counties.

Motion made by S. Sopocy to approve the FY 25-26 proposed budget as presented, seconded by B. DeLong. Motion carried.

d. FY 25-26 Proposed Agency Fees

1. Community Health and Education Division (CHED) Fees

M. Selby told the board the fees have been based on the amounts the insurance company will pay for the service.

2. Environmental Health (EH) Fees

The Environmental Health fees have increased by 3%, with an adjustment to keep to the nearest five- or ten-dollar amount.

Motion made by S. Sopocy to approve the CHED and EH fees as presented seconded by B. DeLong. Motion carried.

e. Delta Dental Foundation Grant – Van Purchase

G. Bailey asked for approval to purchase a van with funds from a Delta Dental Foundation Grant, A. Petersen explained this was discussed during the Finance Committee meeting. The grant amount is for approximately \$54,000.00 with the intention of purchasing the van for no more than \$47,000.00 and using the remaining amount for exterior decals.

Motion made by G. Bailey seconded by S. Sopocy to accept the Delta Dental Foundation grant and purchase a van for an amount not to exceed \$47,000.00. Motion carried.

2. Personnel Committee – Nicole Fickes, Chairperson - No Report.

3. Program Committee –Matt Murray, Chairperson – No Report.

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

1. Changes to the Advisory Committee on Immunization Practices (ACIP)

L. Braddock presented the report, in J. Morse’s absence.

Dr. Morse’s recommendations are to support nonbiased science and expertise in public health

decision-making, making sure the board understands how vaccine approval and recommendations are made, and to acknowledge: public trust in vaccines, immunization recommendations, access to Vaccine for Children (VFC) program that provides free vaccines to eligible children and to know insurance covers vaccines.

Motion made by G. Bailey seconded by N. Fickes to accept and place on file the Medical Director's report. Motion carried.

G. HEALTH OFFICER'S REPORT: Mari E. (Liz) Braddock

1. 2024 Annual Report

L. Braddock showed the 2024 annual report to the board, which is themed "Committed to Community". She went over the sections of the annual report and explained the agency would like to send this report out this month in place of the monthly newsletter and make it available on the website upon their approval.

Motion made by N. Fickes seconded by B. DeLong to accept and place on file the 2024 MMDHD's Annual Report. Motion carried.

2. Quarterly Service Report

L. Braddock reviewed the report for the board going over service numbers for the quarter. She noted the agency offers outlying clinics for families who participated in WIC, she said the Family Planning numbers have increased but we still have available appointments for residents in need of these services. The EH numbers were reviewed observing the food program is busier this time of year, because of seasonal vendors, as well as the well and septic program's numbers increasing in the warmer months.

Motion made to accept and place on file the quarterly service report as presented, made by B. DeLong and seconded by N. Fickes. Motion carried.

3. Agreements Signed, June 16 to July 17, 2025

L. Braddock reviewed the agreements.

H. OLD BUSINESS:

I. NEW BUSINESS: - None.

1. Emerging Issues –

Petersen asked L. Smith if EH had any emerging issues, L. Smith said they are beach monitoring and with the hot weather the e-coli levels are up slightly.

J. LEGISLATIVE ACTION: - None.

K. INFORMATIONAL ITEMS:

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

L. RELATED NEWS ARTICLES AND LINKS: - None.

N. Fickes asked about the budget concerning the retirement fund. M. Selby said it has been budgeted to submit \$150,000 extra in addition to our normal submission for the 25/26 FY.

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 9:40 a.m.

Respectfully Submitted,

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