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<b>BOARD OF HEALTH:</b>	Bruce DeLong	George Bailey	Adam Petersen
	Nicole Fickes	Steven Sopocy	Matt Murray

Mid-Michigan District Health Department (MMDHD)  
BOARD OF HEALTH  
FINANCE COMMITTEE MEETING  
Clinton Office, St. Johns, Michigan

Wednesday, August 27, 2025, 8:30 a.m.

#### MINUTES

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

Members Present: George Bailey (Chair) and Bruce DeLong

Members Absent: Adam Petersen

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, August 27, 2025, at the Clinton Office of the Mid-Michigan District Health Department (MMDHD), St. Johns, Michigan.

A. MMDHD's Expenses for July 12 through August 8, 2025

G. Bailey went over the expenses, asking the board if there were any questions.

**Motion made by B. DeLong to recommend the BOH approve and pay the MMDHD's Expenses for July 12 through August 8, 2025, totaling \$429,410.73, G. Bailey seconded. Motion carried.**

B. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for July 2025

G. Bailey asked if there were any questions after reviewing the documents.

**Motion made by B. DeLong and seconded by G. Bailey to recommend the full board accept and place on file the Balance Sheet, Revenue and Expenditure Report for July 2025. Motion carried.**

C. Relias Learning Management System

M. Selby said Relias would replace GCN (Global Compliance Network) training that the agency has used for required trainings, however GCN is a school-based system where Relias is more catered to our agency need it also offers a variety of other trainings for employees. She said it is a total cost of \$6,714.79, this includes \$4,964.79 per year and an implementation fee of \$1,750.00. She told the board the public health infrastructure grant would be used to get it started, and for the following year then build it into the budget for future years.

**Motion made by B. DeLong and seconded by G. Bailey to recommend the full board approve the Relias Learning Management System proposal. Motion carried.**

D. Non-Union Proposal

M. Selby said the non-union proposal was requesting a 3% COLA, which is in line with the unions.

**Motion made by B. DeLong and seconded by G. Bailey to recommend the full board. Motion carried.**

**There being no further business to come before the Finance Committee, to adjourn, seconded by G. Bailey, Motion carried, the meeting adjourned at 8:37 a.m.**

Respectfully Submitted,

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