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BOARD OF HEALTH:

Bruce DeLong
Nicole Fickes

George Bailey
Steven Sopocy

Adam Petersen
Matt Murray

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)

BOARD OF HEALTH

REGULAR MEETING

at

Clinton Office, St. Johns, Michigan

Wednesday, August 27, 2025

9:00 a.m.

MINUTES

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

Members Present: George Bailey, Vice Chairperson; Steven Sopocy, Bruce DeLong, Nicole Fickes and Matt Murray

Members Absent: Adam Petersen, Chairperson

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

Staff Absent: None

Guests: Cassidy Trayer and Carmen Rodgers

Bruce DeLong, called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m. on Wednesday, August 27, 2025, at the Clinton Office of the MMDHD, St. Johns, Michigan.

The Pledge of Allegiance was led by B. DeLong.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

B. DeLong asked if there were any additions to the agenda.

L. Braddock requested to add Health Officer Review to Personnel Committee.

Motion made by G. Bailey and seconded by M. Murray to accept the agenda as amended. Motion carried.

B. CONSENT ITEMS:

1. Meeting Minutes

- a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held July 14, 2025
- b. Mid-Michigan District BOH Regular Meeting held July 23, 2025

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

2. Communications

- a. Agreements for Region 7 SDOH HUB Pilot Program 2025

L. Braddock reviewed the communication item for the board, saying the agency will be receiving funds from the tri-county area for working on SDOH.

C. PUBLIC COMMENTS: - None.

D. BRANCH OFFICE EMPLOYEES: –

L. Braddock introduced the employees, Carmen Rodgers who works with the WIC program and Cassidy Trayer who is a Communicable Disease / Family Planning Nurse, both employees are based in the Clinton office.

E. COMMITTEE REPORTS:

1. Finance Committee – George Bailey, Chairperson

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

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

Motion made by G. Bailey and seconded by S. Sopocy to approve payment of the MMDHD's Expenses for July 12 through August 8, 2025, totaling \$429,410.73. Motion carried.

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

c. Relias Learning Management System

M. Selby said Relias would replace GCN (Global Compliance Network). GCN is a school-based system where Relias is more catered to our agency's needs, it also offers a variety of training that would be beneficial to the agency. 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. L. Braddock added some of the training offered by Relias, such as Implicit Bias Training are requirements, we currently send employees to, this in addition to the HIPPA and Blood Borne Pathogens trainings offered through Relias.

Motion made by G. Bailey and seconded by S. Sopocy to approve the Relias Learning Management System proposal. Motion carried.

d. Non-Union Proposal

M. Selby told the board the only request by the non-union employees is a 3% COLA increase, which is in line with the unions.

Motion made by G. Bailey and seconded by M. Murray to approve the non-union request for a 3% COLA increase. Motion carried.

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

a. Health Officer Review.

It was agreed the health officer's review will be immediately following the September 24, 2025, meeting.

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

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

1. Plague

J. Morse presented an overview of her report, going over the different kinds of plague and explaining the bacterium, Yersinia pestis, which causes the disease, it is carried by animals and spread by flea bites. Her recommendations are if you are traveling in places the plague is common to protect yourself from flea bites, especially in areas that have reports of large numbers of animals suddenly dying. Don't allow dogs or cats that have roamed free to sleep in your bed. To use antibiotics appropriately, which helps to combat antimicrobial resistance, lastly support emergency preparedness and response efforts.

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. Health Officer's Report

L. Braddock presented a report to the board which included information on the beach monitoring program and vaccination rates. She noted that at the time she wrote the report there had not been any advisories issued for the district beaches, however since then there has been one advisory posted at Park Lake, in Clinton County. Since that time the water has been retested, and the advisory removed. She gave a shout out concerning the breastfeeding page on the website, it was recently updated with a lot of valuable information. She also invited the board members to the MMDHD district wide meeting on September 26, 2025.

2. Agreements Signed, July 17 to August 20, 2025

L. Braddock reviewed the one agreement this month, she also noted there has been an issue purchasing the van, that is being funded by the grant from Delta Dental Foundation, as the last two have been sold before we could buy them and as a result the agency will begin looking at other dealerships in the district.

H. OLD BUSINESS: - None.

I. NEW BUSINESS: - None.

1. Emerging Issues – None.

J. LEGISLATIVE ACTION: - None.

K. INFORMATIONAL ITEMS:

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

L. RELATED NEWS ARTICLES AND LINKS: <https://www.mmdhd.org/2025-board-of-health/>

1. Health Department Officials Remind Residents the Importance of Staying Safe from Mosquito Bites – Press Release – 8/12/2025

L. Braddock talked about the press release she also told the board there was a human death in Kent County that resulted from West Nile Virus.

There being no further business to come before the Board, M. Murray made a motion to adjourn seconded by G. Bailey, the meeting adjourned at 9:43 a.m.

Respectfully Submitted,

Krishna Santana, Board Secretary
For Bruce DeLong, Acting Chairperson
Mid-Michigan District Board of Health

DRAFT