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

Approved 2/25/2026

Mid-Michigan District Health Department  
 BOARD OF HEALTH  
 ORGANIZATIONAL MEETING  
 at  
 Montcalm Office  
 Stanton, Michigan

Wednesday, January 28, 2026  
 9:00 a.m.

**MINUTES**

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

- Members Present: George Bailey, Bruce DeLong, Adam Petersen, Steven Sopocy, Matt Murray, Nicole Fickes (arriving at 9:09 a.m.)
- Members Absent: None
- Staff Present: Mari E. (Liz) Braddock, Health Officer; Jennifer E. Morse, MD, MPH, FAAFP, Medical Director; Lonnie Smith, Director of Environmental Health (EH); Sarah Doak, Director of Community Health & Education Division (CHED); Krishna Santana, Board Secretary
- Staff Absent: Melissa Selby, Director of Administrative Services
- Guests: None

Liz Braddock, Health Officer, called the Organizational Meeting of the Mid-Michigan District Board of Health (BOH) to order at 9:00 a.m., on Wednesday, January 28, 2026, at the Montcalm Office of the Mid-Michigan District Health Department (MMDHD), Stanton, Michigan.

The Pledge of Allegiance was led by L. Braddock.

A. AGENDA NOTES, REVIEW, AND REVISIONS:

As the election of a chairperson for 2026 had not occurred, L. Braddock opened the Organizational Meeting by requesting any additions or revisions to the Agenda.

**Motion made by B. DeLong and seconded by M. Murray to approve the agenda as presented. Motion carried.**

B. ELECTION OF OFFICERS FOR 2026

1. Chairperson

## 2. Vice Chairperson

L. Braddock requested nominations for Chairperson. B. DeLong suggested all assignments remain the same.

### C. APPOINTMENTS TO THE BOH FOR 2026:

1. Appointment of BOH Secretary
2. Appointment of BOH Standing Committees, Chairpersons and Membership Assignments for 2026
  - a. Finance Committee
  - b. Personnel Committee
  - c. Program Committee
3. Appointment of BOH Representatives to External Organizations and Committees, Assignments for 2026
  - a. Mid-Central Coordinating Committee

**Motion made by B. DeLong and supported by M. Murray to keep Agenda Item B, Election of Officers for 2026 (Chairperson and Vice Chairperson), and Agenda Item C, Appointments to the BOH for 2026 (including BOH Secretary, Finance Committee, Personnel Committee, Program Committee, and Mid-Central Coordinating Committee), the same as the 2025 assignments. The motion carried unanimously.**

The meeting was turned over to the Chairperson, Adam Petersen.

### D. CONSENT ITEMS:

1. Meeting Minutes
  - a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held October 27, 2025 and December 9, 2025
  - b. Mid-Michigan District BOH Regular Meeting held December 17, 2025

**Motion made by S. Sopocy and seconded by M. Murray to accept and place the Meeting Minutes on file. Motion carried.**

2. Communications –
  - a. FY2026 Local Sharing Grant Notice of Award

L. Braddock told the board this award, in the amount of \$34,617.00, is designated for work with the plain/Amish community Dr. Morse will be doing.

b. Special Funding request Approval

L. Braddock informed the board additional funding for PPE has been awarded in the amount of \$24,100.00, these funds are to be used for such things as: PPE restock, community outreach, portable coolers for response, exercise materials and One Health Project training.

**Motion to accept and place communication on file made by B. DeLong seconded by M. Murray. Motion carried.**

E. PUBLIC COMMENTS: None

F. BRANCH OFFICE EMPLOYEES: None

G. COMMITTEE REPORTS:

1. Finance Committee:

a. MMDHD's Expenses for December 14,2025 through January 10, 2026

G. Bailey went over the expense totals for December 14,2025 through January 10, 2026.

**Motion made by G. Bailey to approve the MMDHD's Expenses for December 14, 2025 – January 10, 2026, totaling \$418,743.96, seconded by S. Sopocy. Motion carried.**

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

G. Bailey asked if there were any questions.

**Motion made by G. Bailey to approve the MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for December 2025 and place on file. Motion seconded by M. Murray. Motion carried.**

c. BOH Per Diem Compensation and Travel Reimbursement

L. Braddock asked the board if they felt the policy should be updated or would they accept it as presented.

**Motion made by B. DeLong and seconded by M. Murray to accept the BOH Per Diem Compensation and Travel Reimbursement Policy as presented. Motion carried.**

2. Personnel Committee – No report.

3. Program Committee – No report.

H. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D., MPH, FAAFP

1. Influenza

J. Morse reported that influenza cases are at record-high levels and recommended vaccination, antiviral treatment when sick, and preventive measures such as handwashing, masking in crowded indoor spaces, and staying home when you're sick.

**Motion made by M. Murray and seconded by S. Sopocy to accept the Medical Directors Report and place it on file. Motion carried.**

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

1. Health Officer's Report

L. Braddock reviewed the report, noting that WIC participation in the district has steadily increased over the past three years, resulting in more food dollars being spent in the community. She also highlighted the partnership with the University of Michigan to streamline vaccine waiver processing, which will free up staff time. Braddock reminded the board that January is Radon Awareness Month and that free radon test kits are available at the Environmental Health offices. She also informed members about MALPH Day at the Capitol on March 18 for any commissioners interested in attending.

2. Quarterly Service Report (QSR), First Quarter FY 25/26 (October 1,2025 through December 31, 2025)

L. Braddock reviewed the report, summarizing CHED and EH activities, including WIC, Family Planning, Immunizations, Food Inspections, and Well and Septic permits issued.

3. Plan of Organization

L. Braddock informed the board that the Plan of Organization was included in the meeting packet for their review. She provided an overview, noting that it outlines the agency's legal responsibilities, services, intergovernmental agreements, and information about the Health Officer and Medical Director, as well as Environmental Health regulations. She added that the document will require board approval and the chairperson's signature.

**Motion made by S. Sopocy seconded by B. DeLong to approve the Plan of Organization. Motion carried.**

4. Agreements Signed

L. Braddock informed the board that several agreements had been signed and offered to review any they wished to discuss in more detail. She highlighted those involving the largest funding amounts.

J. OLD BUSINESS: - None

K. NEW BUSINESS:

1. Adoption of Proposed 2026 BOH Finance Committee and Regular Meeting Schedule

A. Petersen told the board the dates proposed are the same format as past years, the fourth Wednesday of the month, asking the board if they would have any issues with the proposed schedule.

**Motion made by B. DeLong and seconded by M. Murray to approve the 2025 BOH Finance Committee and Regular Meeting Schedule as proposed. Motion carried.**

2. NALBOH (National Association of Local Boards of Health) Renewal of annual membership for \$350.00

L. Braddock told the board it was not required and that MMDHD has not been a member for the last two years, however she wanted to ask if this board would be interested as this is a membership for the board members not the MMDHD staff. The board members agreed not to be a member of NALBOH.

3. Emerging Issues –

L. Smith told the board there is a new draft of the septic bill that will be introduced.

L. LEGISLATIVE ACTION: – None.

M. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, December 2025
2. Staffing Report, January 2026

N. RELATED NEWS ARTICLES AND LINKS: – <https://www.mmdhd.org Press-Articles>

1. January is National Radon Action Month 2026 – Press Release – January 5, 2026
2. ‘Free Narcan vending machine now available at UM Health’ – *Dailey News* – January 10, 2026
3. ‘Local medical director says vaccine changes will cause confusion, risk more infection’ – *The Daily News* – January 12, 2026

L. Braddock went over the news articles for the month and noted there are free radon test kits available to the public at the offices.

O. AGENCY NEWSLETTERS:

1. January 2026 Newsletter

A. Petersen asked whether there was any further business to bring before the board. N. Fickes shared that Clinton County Parks and Green Spaces is working to increase park use for health-related purposes. She invited the health department to consider holding any educational events in the county parks, noting that the parks and green spaces team would help promote them.

**There being no further business to come before the Board, motion to adjourn made by M. Murray, seconded by G. Bailey Motion Carried. The meeting adjourned at 9:48 a.m.**

Respectfully Submitted,

*Krishna Santana*

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