Approved 8/26/2026

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)
BOARD OF HEALTH
REGULAR MEETING
at
Montcalm Office, Stanton, Michigan

Wednesday, July 22, 2026
8:30 a.m.

MINUTES

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

Members Present:	Adam Petersen, Chairperson; Bruce DeLong, Steven Sopocy, and Matt Murray
Members Absent:	George Bailey, Vice Chairperson; Nicole Fickes
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:	None

Adam Petersen, Chairperson, called the Regular Meeting of the Mid-Michigan District Board of Health (BOH) to order at 8:34 a.m. on Wednesday, July 22, 2026, 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, L. Braddock added cybersecurity training under health officer report.

Motion made by M. Murray and seconded by B. DeLong 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 June 8, 2026 – Minutes were not available at this time.

   b. Mid-Michigan District BOH Meeting held June 24, 2026

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

2. Communications - None.

C. PUBLIC COMMENTS: - None.

D. BRANCH OFFICE EMPLOYEES: - None.

E. COMMITTEE REPORTS:

1. Finance Committee –

   a. MMDHD's Expenses for June 14 through July 11, 2026

      The expenses were reviewed for the board.

      Motion made by B. DeLong and seconded by S. Sopocy to approve payment of the MMDHD's Expenses for June 14 through July 11, 2026, totaling $1,097,950.13. Motion carried.

   b. MMDHD's Monthly Balance Sheet, Revenue and Expenditure Report for June 2026

      B. DeLong told the board the information was included in the packet and asked for any questions.

      Motion made by B. DeLong and seconded by M. Murray to accept the Balance Sheet, Revenue and Expenditure Report for June 2026 and place on file. Motion carried.

   c. Health Promotion Coordinator Position

      L. Braddock informed the board that, after reviewing the previously approved Health Educator position to be posted by the MMDHD, it is recommended that the position be updated to a Health Promotion Coordinator. This title more accurately reflects the role. The salary will remain the same, and the position will continue to be fully funded through a grant from MDHHS.

Motion made by B. DeLong and seconded by M. Murray to approve the reposting of the Health Educator Position as a Health Promotion Coordinator. Motion carried.

d. MERS Actuarial

M. Selby informed the board that the MERS actuarial report was presented for informational purposes only. She reported that the plan is currently 81% funded, not including the recent $500,000 contribution to the surplus account. M. Selby will also explore whether any adjustments to the investment of the funds should be considered.

e. Medical Director's Contract

The board was provided with the 2026–2028 Physician Services Agreement for Dr. Morse, whose employment is shared by three local health departments: MMDHD, Central Michigan District Health Department, and District Health Department No. 10. The agreement was presented early due to upcoming staff changes at Central Michigan District Health Department. Dr. Morse's current contract expires on September 30, 2026. MMDHD funds approximately 33% of her salary. During the discussion, the board noted that Dr. Morse provides services to a total of 19 counties. The proposed contract includes a 5% salary increase, and it was noted that her compensation remains below comparable levels.

Motion made by B. DeLong and seconded by S. Sopocy to approve and authorize the board chairperson to sign the 2026 - 2028 Medical Director's Contract. Motion carried.

f. FY 26/27 Fiscal Year Budget

M. Selby presented the proposed budget to the board as a handout for review. The budget will be brought back for approval at the August meeting. She noted that the health department has experienced significant funding losses in recent years but has also received several new grants for the upcoming fiscal year.

g. FY 26/27 Fee Schedule

The CHED and Environmental Health Fees for FY 26/27 were presented to the board for their review, and the fees will be voted on at the August meeting.

2. Personnel Committee – Nicole Fickes, Chairperson

a. T214 Negotiations

L. Braddock expressed appreciation for N. Fickes' participation in the contract negotiations. M. Selby reviewed the proposed contract, highlighting updates to the wage bands, including the reclassification of several positions. The contract includes a 3% cost-of-living adjustment (COLA) for all positions except those being moved to a different wage band. She also noted revisions to the licensing reimbursement amounts to better support required credentialing.

Motion made by S. Sopocy to approve the T214 Contract as presented. Motion carried.

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

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

1. Ebola (Bundibugyo Virus Disease) Outbreak

M. Morse reviewed her report with the Board. Her recommendations are; even with the risk of Ebola in the US is low we should be reminded of the importance of public health and health care preparedness and providing resources to other regions help to prevent and contain outbreaks before they become an international threat.

Motion to approve and place on file the Medical Directors report made by S. Sopocy seconded by M. Murray. Motion carried.

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

1. Health Officer's Report

2. Quarterly Service Report (QRS) Third Quarter FY 25/26

L. Braddock reviewed the QRS report with the board, noting strong attendance at WIC clinics and confirmed funding for the next fiscal year. She stated that the department would like to increase the number of grocery stores participating in the WIC program. Family planning and immunization numbers remain below target, but efforts are underway to increase participation, with hopes that immunization numbers will improve as the new school year begins. Water well activity was also reviewed. L. Smith added that several new subdivisions are planned, which is expected to increase onsite septic and well permits next year. Nuisance complaint data showed that while the goal is to resolve complaints in one visit, the last quarter required more follow-up visits than usual.

3. Kids Falling Behind Report

L. Braddock reviewed the report, noting a larger decline in vaccination rates than was seen in 2025. She stated that the number of vaccination waiver requests remains significant and explained that the agency website now offers an online waiver application process, reducing the amount of staff time needed to process waivers. She also noted that the lower vaccination rates are a statewide trend rather than a local issue and expressed hope that vaccination numbers will improve.

4. Cybersecurity training (added)

L. Braddock informed the board that staff participated in cybersecurity training the previous day, funded through a cross-jurisdictional grant. She noted that the training confirmed the agency is in a strong position overall but also identified several questions and potential areas for improvement that will be explored further.

Motion to accept and place on file the health officer's report made by B. DeLong seconded by S. Sopocy. Motion carried.

H. OLD BUSINESS: - None.

I. NEW BUSINESS:

1. Cyclosporiasis Statewide Outbreak

   L. Braddock updated the board on the current outbreak, noting that an informational link is available on the MMDHD website. https://www.michigan.gov/mdhhs/keep-mi-healthy/infectious-diseases/infectious-disease-outbreaks

Commissioner Sopocy excused themselves and left the meeting at 9:20 a.m.

2. Emerging Issues

   L. Smith was asked about the septic bill, he said there had been no action.

J. LEGISLATIVE ACTION: - None.

K. INFORMATIONAL ITEMS:

1. Mid-Michigan District BOH Action Items, May 2026
2. MMDHD Staffing Report

L. RELATED NEWS ARTICLES AND LINKS: https://www.mmdhd.org/2026-board-of-health/ - None

There being no further business to come before the Board, M. Murray made a motion to adjourn, seconded by B. DeLong, the meeting adjourned at 9:23 a.m.

Respectfully Submitted,

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