MID-MICHIGAN DISTRICT HEALTH DEPARTMENT

Nationally Accredited by the Public Health Accreditation Board

www.mmdhd.org

MARK W. (MARCUS) CHEATHAM, Ph.D.
Health Officer

JENNIFER MORSE, MD
Medical Director

BOARD OF HEALTH
George Bailey
Bruce DeLong
Betty Kellenberger
Tom Lindeman
Ken Mitchell
Sam Smith

ADMINISTRATIVE OFFICES
615 N. State St., Ste. 2
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(989) 831-5237

CLINTON COUNTY
Branch Office
1307 E. Townsend Rd.
Saint Johns, MI 48879-9036
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GRATIOT COUNTY
Branch Office
151 Commerce Dr.
Ithaca, MI 48847-1627
(989) 875 3681

MONTCALM COUNTY
Branch Office
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BOARD OF HEALTH
REGULAR MEETING
At
Mid-Michigan District Health Department
Gratiot County Branch Office
Ithaca, Michigan

Wednesday, December 21, 2016
10:00 AM

AGENDA

We take action to assure the health and well being of our community and the environment by responding to public health needs and providing a broad spectrum of prevention and educational services.

Pledge of Allegiance

A. AGENDA NOTES, REVIEW, AND REVISIONS: 3
   1.
B. CONSENT ITEMS:
   1. Meeting Minutes
      a. Michigan Association for Local Public Health (MALPH) Board of Directors Meeting held November 14, 2016- **Attached.** 4
      b. Mid-Michigan District Board of Health (BOH) Regular Meeting held November 23, 2016 - **Attached.** 8
   2. Communications
      a. Letter dated December 13, 2016 from James (Matt) Gamble, Chief, Office of Drinking Water and Municipal Assistance, Michigan Department of Environmental Quality to Lonnie Smith, Supervisor, Mid-Michigan District Health Department (MMDHD) regarding the Annual Self-Assessment of Private and Type III Public Water Supply Program - **Attached.** 13
C. PUBLIC COMMENTS:
D. BRANCH OFFICE EMPLOYEES:
E. COMMITTEE REPORTS:

1. Finance Committee - Tom Lindeman, Chair
    a. Mid-Michigan District Health Department's Expenses for November 11 through December 9, 2016 - **Attached.** 14
    b. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Reports for October and November 2016 - **Attached.** 31
    c. Financial Status Report (FSR), FY 15/16 - **Handout.**
    d. New Primary Care Fees - **Handout.**
2. Personnel Committee - Ken Mitchell, Chair
3. Program Committee - Sam Smith, Chair
4. Mid-Central Coordinating Committee - Tom Lindeman, Vice Chair

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D. - **Attached.** 42
1. Norovirus

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D.
1. Schedule January BOH Organizational Meeting – Proposed Date: January 25, 2017
2. FY 15/16 BOH Actions Summary - **Attached.** 44

H. OLD BUSINESS:
1. Update on the Mid-Michigan Pathways Project
2. Montcalm County Resource Recovery Services Agreement - **Attached.** 48
3. Update on the Montcalm Care Network (MCN) Primary Care Project, Health360 Clinic

I. NEW BUSINESS:
1. Assessment, Feedback, Incentives, Exchange (AFIX), Immunization Quality Improvement Program, *Lisa Mikesell, Public Health Nurse-Gratiot County* - **Attached.** 49
2. Emerging Issues
    a. Babies Born Addicted to Drugs - **Attached.** 69
        1) *"The Rate of Babies in Michigan Born to Drug-Addicted Moms is Increasing. What Needs to Change?", Michigan Radio, April 26, 2016* - **http://stateofopportunity.michiganradio.org/post/rate-babies-michigan-born-drug-addicted-moms-increasing-what-needs-change**

J. LEGISLATIVE ACTION: None

K. INFORMATIONAL ITEMS: - **Attached.**
1. Mid-Michigan District BOH Action Items, November 2016 72
2. Staffing Report 73

L. RELATED NEWS ARTICLES AND LINKS:
1. MMDHD News Articles Available Online at: **http://mmdhd.org/?q=node/106**

M. AGENCY NEWSLETTERS: - **None.**

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Board of Health Synopsis of Actions Needed

Item A. 1.	AGENDA NOTES, REVIEW, AND REVISIONS
Motion to approve the Agenda as presented.	
Item B. 1. & 2.	CONSENT ITEMS (MEETING MINUTES & COMMUNICATIONS)
Motion to accept and place on file Meeting Minutes B. 1. a. and b.	
Item E. 1. a.	EXPENSES FOR NOVEMBER 11 THROUGH DECEMBER 9, 2016
Motion to approve payment of the Mid-Michigan District Health Department's Expenses for November 11 through December 9, 2016, totaling $432,556.43.	
Item E. 1. b.	BALANCE SHEET, REVENUE AND EXPENDITURE REPORT
Motion to approve and place the Balance Sheets, Revenue and Expenditure Reports for October and November 2016 on file.	
Item E. 1. c.	FINANCIAL STATUS REPORT (FSR), FY 15/16
Motion to approve and place the FY 15/16 FSR on file.	
Item E. 1. d.	NEW PRIMARY CARE FEES
Motion to approve the new primary care fees as proposed, effective _____.	
Item F. 1.	MEDICAL DIRECTOR'S REPORT, NOROVIRUS
Motion to adopt the BOH Monthly Healthy Living Recommendation for January as proposed. Motion to accept and place the Medical Director's Report on file.	
Item G. 1.	SCHEDULE JANUARY BOARD OF HEALTH (BOH) ORGANIZATIONAL MEETING DATE
Motion to schedule the BOH Organizational Meeting date for Wednesday, January 25, 2017 at 10 a.m. at the Montcalm Administrative Offices in Stanton.	
Item G. 2.	FY 15/16 BOH ACTIONS SUMMARY
Motion to approve and place the FY 15/16 BOH Actions Summary on file.	

MICHIGAN ASSOCIATION FOR LOCAL PUBLIC HEALTH
(MALPH)
Board of Directors
Meeting Minutes
November 14, 2016

I. Call to Order

The meeting was called to order at 9:00am by Kathy Forzley, President.

II. Roll Call

A quorum was present.

Jurisdictions Represented: Allegan [Angelique Joynes], Barry-Eaton [Colette Scrimger], Bay [Joel Strasz], Benzie-Leelanau [Lisa Peacock], Berrien [Mike Mortimore], Branch-Hillsdale-St. Joseph [Rebecca Burns], Central Michigan [Steve Hall], Chippewa [Karen Senkus], Delta-Menominee [Mike Snyder], Detroit [Abby Noid], Dickinson-Iron [Steve Markham], District 2 [Denise Bryan], District 10 [Kevin Hughes], Genesee [Mark Valacak], Grand Traverse [Wendy Trute], Huron [Gretchen Tenbusch], Ingham [Linda Vail], Ionia [Ken Bowen], Jackson [Richard Thoune], Kent [Adam London], Lapeer [Stephanie Simmons], Lenawee [Martha Hall], Macomb [Krista Willette], Marquette [Jerry Messana], Midland [Mike Krecek], Mid-Michigan [Marcus Cheatham, Ken Mitchell], Monroe [Kim Comerzan], Muskegon [Kathy Moore], Northwest Michigan [Linda Yaroch], Oakland [Kathy Forzley], Ottawa [Lisa Stefanovsky], Saginaw [John McKellar], Shiawassee [Larry Johnson], Tuscola [Gretchen Tenbusch], Western UP [Kate Beer].

Others Present:

Administrative Officers Forum, [Rachel Shymkiw], Health Education and Promotion Forum, [Jill Keast],

MDHHS, [Orlando Todd, Karen MacMasters, Martha Stansbury, Sarah Lyon-Callo, Wes Priem, Monica Vasquez, Kory Groetsch], MDEQ, [Carrie Monosmith], PSC, [Katie VanDorn, Jane Powers], PAA, [Ed Dore], MAC, [Don Vrablic], Mary Kushion, Phyllis Meadows, Sarah Rubin

Staff: Meghan Swain, Jodie Fulk

III. Local Public Health Inventory Overview

K. VanDorn and J. Powers presented the final product of the local public health inventory, as funded by MDHHS' Cross Jurisdictional Sharing grants.

IV. Approve Agenda

Motion by L. Stefanovsky, support by G. Tenbusch to approve the agenda. Motion carried.

V. Approve Meeting Minutes

Motion by S. Simmons, support by W. Trute to approve the October 11, 2016 minutes. Motion carried.

VI. Reports of Officers/Staff/Forums

President

K. Forzley reported that the executive committee is reviewing communications between MALPH board of directors, executive committee, and forum chairs. She also reported that MALPH is looking at where informal regional health department groups are collectively meeting and addressing public health issues from a regional standpoint. We will seek that information to increase communication. MALPH is getting bids to redo the website. The goal is to have the MALPH website a go-to place for all things (local) public health. The executive committee will be addressing communication issues with all state departments especially MDHHS in light of the recent immunization press release that was sent out, without notice or that local health departments are a partner in the state's immunization program. M. Cheatham will do an overview of the strategic plan for board members at the December meeting. The goal will be to review, discuss, and return in January with any updates. MALPH formed a listserv for all public information officers/communications staff recently, and it worked efficiently and effectively during the Hepatitis A outbreak and investigation. The goal of this is to assist health departments who do not have communication personnel but can utilize the skills of other health department staff. She also addressed the food service license fee adjustment reported from MDARD after the vending law passed. This will be discussed today with MDARD. M. Cheatham and K. Forzley, both, received communication from Kaitlyn Kiessling (MDHHS) about the private well assessment project she is working. MDEQ is aware of this project. The goal is to report, improve, provide best practices, and recommendations for well programs. She will be invited to attend a future board meeting to explain more. There are state and local workgroup vacancies including the BETP (formally OPHP) local co-chair, MPHI accreditation commission, and Michigan Advisory Committee on Immunizations. Members were asked to volunteer if they are interested.

Secretary/Treasurer

N. Derusha was unable to attend the meeting. M. Swain reported that the last three months of financials were distributed late. She requested that the board wait until the treasurer was available and members had an opportunity to review before accepting them. They will be distributed again for January's meeting.

Executive Director

M. Swain provided an update on the Michigan Premier Public Health Conference. She also gave an update on legislation that MALPH has been watching as the legislature comes back for lame duck. There has been no word on members who have been selected

to the Public Health Advisory Commission. The executive committee would like to address pertinent public health issues and create policy papers. The executive committee will also be meeting with the three (3) departments for the quarterly meeting. We are looking for topics to be discussed. MALEHA will be consulted as well and the president will attend. She reviewed the election results and discussed Affordable Care Act talking points that were cited during the campaign and what repeal and replace legislation looks like. Counties may need to visit a county health plan strategy in the event the ACA is repealed. It is anticipated that the State Innovation Model will continue but future funding will be of concern.

Lobbyist
E. Dore reported that the House and Senate Republicans will hold the majority in both chambers. The new speaker-elect is Representative Tom Leonard (Dewitt). Sam Singh will be the new minority leader. Once they return from Thanksgiving break, there will be nine (9) scheduled session days. Possible priority areas include: energy, civil service reform (retirement funding), Uber/Lyft regulations, speed limits, and health insurance claims assessment repeal. Federally, the president-elect ran on repeal and replace of the Affordable Care Act. Michigan's Healthy Michigan Plan is in jeopardy, as there is a provision that if the federal government does not fully fund it, it will be terminated.

Forum Reports
Administrator's Forum: R. Shymkiw reported that the State of Michigan is implementing a new financial system across the state. MDHHS is said to have this done by December 2017, with full transition by end of 2018. They continue to meet regarding STD billing encounters, seeking a change by the Medicaid plans. CMS is open to innovative models, but MDHHS seems reluctant. The forum continues to ask for flexibility. She reported that health departments are being audited in the MIHP programs. The auditors leave without discussing findings but send a letter with fines, asking for dollars back.

HEP Forum: No report at this time.

MALEHA: B. Gouin reported that they are completing the leadership transition in MALEHA. They intend to move forward with establishing and formalizing topics and goals for 2017. They are working on the Michigan Food Law with MDARD, including adoption of relevant Food Safety and Modernization Act, "repairing" sections on state fee and food service establishment licenses (as a result of the vending modification), and statewide requirements and training for every food service establishment worker. MALEHA is also participating with MDARD's Food Safety Education Grant Process. They are continuing their work with MDEQ including rTCR, Parjana, and large quantity withdrawal wells.

MIS: No report at this time.

NAF: No report at this time.

MAPPP: It was reported that the medical director Cross Jurisdictional Sharing grant project was a success and the additional dollars will allow for additional progress.

VII. Elevated Blood Lead Levels Statewide Case Management

M. Stanbury, M. Vasquez, K. Groetsch, Sarah Lyon-Callo, and Wes Priem presented information on the increased reimbursement rate for nurse case management of children with elevated levels.

VIII. Michigan Public Health Institute/W. K. Kellogg Foundation

M. Kushion and P. Meadows presented a project to address racial and social equity. They will be meeting with health officers from around the state for face-to-face focus groups.

IX. Reports from State Departments

Department of Agriculture and Rural Development (MDARD)

S. Dunleavy thanked the members for their work on the Hepatitis A investigation. They are planning an after action meeting. He announced trainings for retail, processing, plan review, and food code. Stay tuned for dates. K. Forzley asked how vending fees (already sent to the state) will be refunded. He will report back.

Department of Environmental Quality (MDEQ)

C. Monosmith reported that the Office of the Auditor General audited the septage waste, campground, and pool programs at MDEQ. As part of the findings and the need for a corrective action plan, MDEQ needs improved oversight of the local health departments. There is concern regarding Nestlé's planned increased large water withdrawal in Evart, Michigan. So far, MDEQ has received over 2000 comments. She also reported that they are hiring two (2) temporary employees to assist with data entry in Watertrack.

Department of Health and Human Services (MDHHS)

O. Todd reported that the department is continuing to experience staff/bureau/section changes. He discussed the October strategic planning session on building public health capacity through state accreditation between state and local partners. He reported that they will continue the discussion and expand participation to more health departments. He cited trainings are beneficial, focus on quality (not just MPRs), and better communication between the respective departments. Cross Jurisdictional Sharing grants will be continued with some minor adjustments. Will look for more funding opportunities next year.

X. Public Comment / Announcements

The meeting adjourned at 12:15pm.

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BOARD OF HEALTH
REGULAR MEETING
at
Mid-Michigan District Health Department
Clinton County Branch Office
St. Johns, Michigan

Wednesday, November 23, 2016
10:00 a.m.

MINUTES

We take action to assure the health and well being of our community and the environment by responding to public health needs and providing a broad spectrum of prevention and educational services.

Members Present: Ken Mitchell; Tom Lindeman; Betty Kellenberger, Chairperson; George Bailey, Vice Chairperson *(left at 11:32 a.m.)*; and Bruce DeLong

Members Absent: Sam Smith

Staff Present: Mark W. (Marcus) Cheatham, Ph.D., Health Officer; Melissa Bowerman, Director of Administrative Services; Bob Gouin, Director of Environmental Health (EH) Division; and Jennifer E. Morse, M.D., Medical Director

Staff Absent: Cindy Partlo, Board Secretary;

Guests: Hailey Brewer, Emergency Preparedness Coordinator

B. Kellenberger, Chairperson called the regular meeting of the Mid-Michigan District Board of Health (BOH) to order at 10:10 a.m., on Wednesday, November 23, 2016, at the Clinton County Branch Office of the Mid-Michigan District Health Department, St. Johns, Michigan.

Pledge of Allegiance was led by B. Kellenberger.

DRAFT

A. AGENDA NOTES, REVIEW, AND REVISIONS:

M. Cheatham requested that the Agenda be amended to add Montcalm County Resource Recovery Agreement to the Agenda as item E.1.f.

Motion made by G. Bailey and seconded by B. DeLong to approve 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 October 11, 2016

   b. Mid-Michigan District BOH Regular Meeting held October 26, 2016

   c. Mid-Michigan District BOH Closed Session Meeting held October 26, 2016

2. Communications

   a. National Association of Local BOH (NALBOH) NewsBrief, Fall 2016

   M. Bowerman distributed and collected the Closed Session Meeting Minutes from October 26, 2016.

   Motion made by G. Bailey to accept and place on file Meeting Minutes B. 1. a. through c., as well as Communications B. 2. a. Motion seconded by B. DeLong. Motion carried.

C. PUBLIC COMMENTS: None

D. BRANCH OFFICE EMPLOYEES: None

E. COMMITTEE REPORTS:

1. Finance Committee – Tom Lindeman, Chair

   a. Mid-Michigan District Health Department's Expenses for October 15 through November 10, 2016

   Motion made by T. Lindeman to recommend the full BOH approve payment of the Mid-Michigan District Health Department's Expenses for October 15 through November 10, 2016, totaling $468,977.03. Motion seconded by G. Bailey. Motion carried.

   b. Financial Status Report, Fiscal Year 15/16

   T. Lindeman stated that the Financial Status Report for FY 15/16 was tabled to the December 21st meeting.

DRAFT

c. FY 15/16 Year-End Financial Highlights and Recommendations; Monthly Balance Sheet, Revenue and Expenditure Report for September 2016

M. Bowerman stated that there was no Financial Highlights document and distributed the Balance Sheet, Revenue and Expenditure Report for September. She explained that with the projects that had been completed during FY 15/16, including the new phone system, the videoconferencing, and the repaired sidewalk area at the Montcalm Branch Office; there was a deficit of $190,258.21. T. Lindeman stated the Finance Committee recommended the full Board approve using fund balance for equipment and technology to cover the deficit.

Motion made by T. Lindeman and seconded by G. Bailey to use fund balance for equipment and technology to cover the deficit of $190,258.21. Motion carried.

Motion made by T. Lindeman to approve and place the Monthly Balance Sheet, Revenue and Expenditure Report for September 2016 on file. Motion seconded by G. Bailey. Motion carried.

d. Mid-Michigan District Health Department's Monthly Balance Sheet, Revenue and Expenditure Report for October 2016

T. Lindeman reported that the Monthly Balance Sheet, Revenue and Expenditure Report for October 2016 were delayed due to year-end closing.

e. New Level Two (L2) Assessment Contract Fee, Revised Total Coliform Rule (rTCR)

B. Gouin explained the new L2 Assessment Contract Fee for the rTCR Program and requested BOH approval for the $130 fee to be added to the EH Fee Schedule.

Motion made by T. Lindeman and seconded by B. DeLong to approve the new fee for the rTCR effective January 1, 2017 as proposed. Motion carried.

f. Montcalm County Resource Recovery Agreement

M. Bowerman distributed copies of the Montcalm County Resource Recovery Agreement and discussed it with the Board. She requested that the Board authorize B. Kellenberger to sign as Board Chair.

Motion made by G. Bailey and seconded by B. DeLong to approve the Montcalm County Resource Recovery Agreement as proposed and authorize B. Kellenberger to sign as Board Chair. Motion carried.

2. Personnel Committee – Ken Mitchell, Chair – No topics.

3. Program Committee – Sam Smith, Chair – No topics.

4. Mid-Central Coordinating Committee – Tom Lindeman, Vice Chair

DRAFT

F. MEDICAL DIRECTOR'S REPORT: Jennifer E. Morse, M.D.

1. Hepatitis A Virus

Dr. Morse provided and overview of Hepatitis A associated with a recall of frozen strawberries originating from Egypt. She described the virus that affects the liver and reviewed the symptoms. She discussed the effective vaccination available for Hepatitis A and recommended all individuals get the vaccine.

Dr. Morse recommended the following be adopted as the BOH Monthly Healthy Living Recommendation for December:

1. *Continue routine Hepatitis A vaccination of all children at one year of age.*
2. *Due to increased travel and globalization of food, all individuals should strongly consider getting hepatitis A vaccination.*
3. *Enjoy produce safely (http://www.fightbac.org/food-safety-education/safe-produce/).*

Motion made by T. Lindeman and seconded by K. Mitchell to approve the BOH Monthly Healthy Living Recommendation for December. Motion carried.

Motion made by G. Bailey and seconded by B. DeLong to accept and place the Medical Director's Report on file. Motion carried.

G. HEALTH OFFICER'S REPORT: Mark W. (Marcus) Cheatham, Ph.D., Health Officer

1. M. Cheatham confirmed the Board of Health (BOH) Holiday Luncheon, December 21, 2016; 12 noon in Ithaca and that spouses are welcome to attend.

2. Client Medical Incident in the Clinton Branch Office (CBO)

M. Cheatham reviewed an After Action Report (AAR) regarding a medical incident that occurred with an infant client in the CBO. B. DeLong asked if Administrative Staff followed up with the Clinton County EMT Director. M. Cheatham said he would look into it. J. Morse added that she was impressed with how MMDHD staff handled the situation.

H. OLD BUSINESS: None

I. NEW BUSINESS:

1. Emergency Preparedness Update and Training for BOH

Hailey Brewer, Emergency Preparedness Coordinator described the new Administrative Preparedness Plan and requested the Board to consider adopting it as a policy.

Motion made by B. Delong and seconded by G. Bailey to approve the Administrative Emergency Preparedness Plan and adopt it as a policy.

2. Emerging Issues - None

DRAFT

J. LEGISLATIVE ACTION:

1. Legislative Update

M. Cheatham reviewed the Legislative Update.

K. INFORMATIONAL ITEMS:

1. BOH Action Items, October 2016

2. Staffing and Longevity Report

L. RELATED NEWS ARTICLES AND LINKS:

1. MMDHD News Articles Available Online at: http://www.mmdhd.org/?q=node/106

M. AGENCY NEWSLETTERS: None

There being no further business to come before the Board, the meeting adjourned at 11:08 a.m.

Respectfully Submitted,

Melissa Bowerman
Acting Board Secretary For
Betty Kellenberger, Chairperson
Mid-Michigan District Board of Health

DRAFT

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING

RICK SNYDER
GOVERNOR

C. HEIDI GRETHER
DIRECTOR

December 13, 2016

Mr. Lonnie Smith, Supervisor
Mid-Michigan District Health Department
615 North State Road, Suite 1
Stanton, Michigan 48888-9702

Dear Mr. Smith:

SUBJECT: Annual Self-Assessment of the Private and Type III Public Water Supply Program

This is to acknowledge receipt and acceptance by the Department of Environmental Quality (DEQ), Office of Drinking Water and Municipal Assistance (ODWMA), of the Fiscal Year 2016 (October 1, 2015, through September 30, 2016) Self-Assessment (SA) for the Private and Type III (P3) Public Water Supply Program completed by Mid-Michigan District Health Department (MMDHD).

All indicators were determined as being met in the MMDHD SA Submittal. Subsequent review by DEQ Well Construction Program staff confirms the findings of MMDHD and agrees with the fully met status. During Fiscal Year 2016 a new SA process was implemented, and subsequently it was learned that some local health departments were uncertain which documents needed to be submitted. As a result and to alleviate any confusion, the SA instructions for Fiscal Year 2017 have been revised.

In closing, thank you for participating in the SA evaluation option. The DEQ appreciates the efforts of MMDHD in the pursuit of ongoing quality assurance in the P3 program, and we look forward to working with you in Fiscal Year 2017.

If you have any questions about this specific correspondence or the SA process in general, please contact Ms. Anita Ladouceur, at 517-284-6533; ladouceura@michigan.gov; or contact either of us by mail at DEQ, ODWMA, P.O. Box 30241, Lansing, Michigan, 48909-7741.

Sincerely,

James M. Gamble

James (Matt) Gamble, Chief
Source Water Unit
Environmental Health Section
Office of Drinking Water and Municipal Assistance
517-897-1508/gamblej1@michigan.gov

mg/nk
cc: Dr. Marcus Cheatham, Health Officer, MMDHD
Mr. Bob Gouin, Environmental Health Director, MMDHD
Ms. Anita Ladouceur, DEQ

MONTHLY EXPENSES FOR
November 11, 2016 - December 9, 2016

EV 1833	*$ 269,379.17*
EV 1834	*$ 163,177.26*
TOTAL	***$ 432,556.43***

Mid-Michigan District Health Department
615 North State Street, Suite 2
Stanton MI 48888
(989) 831-5237

CK#	EV 1833		11/25/2016
	Payables		
102955 thru 102990	Quantum Checks & Direct Deposits & Voids		$ 98,245.06
	Payroll		
	AFLAC Employee Deduction		$ 407.74
	MERS Employee Electronic Transfer		$ 3,743.97
	Chemical Bank Payroll-Ameriprise NBS		$ 150.00
	Chemical Bank Payroll-Nationwide		$ 2,505.00
	Chemical Bank Payroll-MERS 457		$ 385.00
	Chemical Bank Payroll Tax Electronic Transfer		
	Federal		$ 33,043.54
	State		$ 9,609.92
	MERS Employer Electronic Transfer		$ 21,623.49
	Direct Deposit Payroll		$ 99,600.80
	Bank Fees		
	Chemical E-Banking fee	16-Oct	$ 74.51
	Chemical Bank Interest	16-Oct	$ (9.86)
	TOTAL		**$ 269,379.17**

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102955	11/25/16	AMER80 AMERICAN ACADEMY OF PEDIATRICS	13302598	09/20/16	15009		$ 150.00	$ -	$ 150.00
			EFAW #19195906 MEMBERSHIP						
COMPUTER CHECK									
			CHECK TOTALS:				$ 150.00	$ -	$ 150.00
102956	11/25/16	BAR109 BARTON BUILDERS	36789	11/07/16	15004		$ 10.00	$ -	$ 10.00
			REFUND SURCHARGE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 10.00	$ -	$ 10.00
102957	11/25/16	BLU008 BLUE CROSS BLUE SHIELD OF MICHIGAN	100662	11/08/16	14998		$ 39,586.85	$ -	$ 39,586.85
			DECEMBER HEALTH INSURANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 39,586.85	$ -	$ 39,586.85
102958	11/25/16	BLU034 BLUE CARE NETWORK	1631600	11/11/16	14997		$ 6,159.11	$ -	$ 6,159.11
			DECEMBER HEALTH INSURANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 6,159.11	$ -	$ 6,159.11
102959	11/25/16	CAM198 CAMDEN COALITION	2SEPT2016-2	10/06/16	15003		$ 2,500.00	$ -	$ 2,500.00
			9/28/16 WALLER FINAL						
COMPUTER CHECK									
			CHECK TOTALS:				$ 2,500.00	$ -	$ 2,500.00
102960	11/25/16	CAP095 CAPITAL AREA UNITED WAY	100669	11/21/16	15030		$ 39.00	$ -	$ 39.00
			11/25/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 39.00	$ -	$ 39.00
102961	11/25/16	CLI092 CLINTON COUNTY ADMIN/ACCT	AC-2016-024	11/01/16	15010		$ 1,966.66	$ -	$ 1,966.66
			DECEMBER DENTAL RENT						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,966.66	$ -	$ 1,966.66
102962	11/25/16	COH003 COHL, STOKER & TOSKEY	46946	11/10/16	15000		$ 176.89	$ -	$ 176.89
			OCTOBER LEGAL						
COMPUTER CHECK									
			CHECK TOTALS:				$ 176.89	$ -	$ 176.89
102963	11/25/16	DEL007 DELTA DENTAL OF MICHIGAN	RIS0001285233	11/08/16	14996		$ 4,710.64	$ -	$ 4,710.64
			DECEMBER DENTAL INSURANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 4,710.64	$ -	$ 4,710.64
102964	11/25/16	DEN76 DENTAL CITY	DCI690206	10/31/16	14994	094375-00	$ 177.49	$ -	$ 177.49
			GLOVES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 177.49	$ -	$ 177.49
102965	11/25/16	E&S003 E&S GRAPHICS INC	54269	11/02/16	14984	094374-00	$ 190.00	$ -	$ 190.00
			PATHWAY BROCHURES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 190.00	$ -	$ 190.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102966	11/25/16	GREE90 GREENVILLE LIONS CLUB	100665	10/12/16	15008		$ 40.00	$ -	$ 40.00
			MEMORIAL STEVEN "POPS" CAMBRIC						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 40.00	$ -	$ 40.00
102967	11/25/16	HED103 HEDGEROW SOFTWARE LTD.	2085	09/21/16	15001		$ 9,500.00	$ -	$ 9,500.00
			DATA CONVERSION						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 9,500.00	$ -	$ 9,500.00
102968	11/25/16	HOS101 HOSPITAL NETWORK HEALTHCARE	44006	10/31/16	14999		$ 59.00	$ -	$ 59.00
			CLINTON MEDICAL WASTE						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 59.00	$ -	$ 59.00
102969	11/25/16	LAK014 LAKEVIEW AREA NEWS	100664	10/24/16	15007		$ 45.00	$ -	$ 45.00
			1 YEAR RENEWAL						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 45.00	$ -	$ 45.00
102970	11/25/16	LIN061 LINCOLN FINANCIAL GROUP	3348172458	11/11/16	15016		$ 1,299.14	$ -	$ 1,299.14
			DECEMBER LIFE/LTD						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 1,299.14	$ -	$ 1,299.14
102971	11/25/16	LIT005 LITWILLERS TRACY & KATHY	239371	11/04/16	15005		$ 886.95	$ -	$ 886.95
			81 DINNERS/DISTRICT WIDE						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 886.95	$ -	$ 886.95
102972	11/25/16	MCK032 MCKESSON MEDICAL	88206791	10/31/16	14981	094378-00	$ 222.85	$ -	$ 222.85
			NEEDLES						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 222.85	$ -	$ 222.85
102973	11/25/16	MED144 MEDIBADGE	726035	10/31/16	14986	094377-00	$ 47.45	$ -	$ 47.45
			STICKERS						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 47.45	$ -	$ 47.45
102974	11/25/16	MER016 MERCK & CO INC	7009499623	10/31/16	14982	094382-00	$ 615.23	$ -	$ 615.23
			MMR VACCINE						
	COMPUTER CHECK								
			7009503502	11/01/16	14983	094382-00	$ 4,044.85	$ -	$ 4,044.85
			GARDASIL,VAQTA PNEUMOVAX						
			CHECK TOTALS:				$ 4,660.08	$ -	$ 4,660.08
102975	11/25/16	MNA004 MICHIGAN NURSES ASSOCIATION	100669	11/21/16	15029		$ 552.50	$ -	$ 552.50
			NOVEMBER DUES						
	COMPUTER CHECK								
			CHECK TOTALS:				$ 552.50	$ -	$ 552.50

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102976	11/25/16	MON183 MONTCALM CO CONTROLLERS OFFICE	OCTOBER 2016 SOLID WASTE/RECYCLE	11/15/16	15002		$ 129.80	$ -	$ 129.80
COMPUTER CHECK			CHECK TOTALS:				$ 129.80	$ -	$ 129.80
102977	11/25/16	MOS084 MOS/MICHIGAN OFFICE SOLUTIONS	IN759560 8/7-11/6 OVERAGE	11/14/16	15019		$ 1,601.18	$ -	$ 1,601.18
COMPUTER CHECK			CHECK TOTALS:				$ 1,601.18	$ -	$ 1,601.18
102978	11/25/16	NAL004 NALBOH	300000722 2017 MEMBERSHIP DUES	10/27/16	15011		$ 300.00	$ -	$ 300.00
COMPUTER CHECK			CHECK TOTALS:				$ 300.00	$ -	$ 300.00
102979	11/25/16	NET001 NETWERKES	37484117 OCTOBER EDI/MAILED CLAIMS	11/07/16	15018		$ 84.68	$ -	$ 84.68
COMPUTER CHECK			CHECK TOTALS:				$ 84.68	$ -	$ 84.68
102980	11/25/16	OFF001 OFFICEMAX INCORPORATED	154470 PLANNER	10/12/16	14990	094328-00	$ 18.12	$ -	$ 18.12
COMPUTER CHECK			181965 12 MONTH PLANNER	10/18/16	14991	094337-00	$ 18.12	$ -	$ 18.12
			325369 PLANNERS	10/27/16	14989		$ 72.48	$ -	$ 72.48
			465865 LAPTOP RISER,COMMERCIAL TAPE	11/01/16	14992	094379-00	$ 73.39	$ -	$ 73.39
			465942 LABELS,BATTERIES,INK	11/01/16	14995	094385-00	$ 190.83	$ -	$ 190.83
			465950 PAPER,ENVELOPES,DISENFECTANT	11/01/16	14976	094381-00	$ 428.48	$ -	$ 428.48
			CHECK TOTALS:				$ 801.42	$ -	$ 801.42
102981	11/25/16	QUI003 QUILL CORPORATION	1457906 4 UP POSTCARDS	11/01/16	14985	094386-00	$ 20.57	$ -	$ 20.57
COMPUTER CHECK			CHECK TOTALS:				$ 20.57	$ -	$ 20.57
102982	11/25/16	SAN020 SANOFI PASTEUR INC	907369811 FLUZONE VACCINE	10/31/16	14993	094384-00	$ 470.61	$ -	$ 470.61
COMPUTER CHECK			907373794 PREVNAR VACCINE	10/31/16	14979	094383-00	$ 7,071.71	$ -	$ 7,071.71
			907373795 TENIVAC,MENACTRA VACCINE	10/31/16	14980	094383-00	$ 780.66	$ -	$ 780.66
			CHECK TOTALS:				$ 8,322.98	$ -	$ 8,322.98

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102983	11/25/16	SHA199 SHAFFER AMANDA	100663	11/08/16	15006		$ 105.00	$ -	$ 105.00
			10/25-27 CSHCS PARENT LIASON						
COMPUTER CHECK									
			CHECK TOTALS:				$ 105.00	$ -	$ 105.00
102984	11/25/16	SHR011 SHRED-IT USA LLC	8121178711	11/07/16	15012		$ 215.00	$ -	$ 215.00
			ADMIN 11TH YEAR SHREDDING						
COMPUTER CHECK									
			CHECK TOTALS:				$ 215.00	$ -	$ 215.00
102985	11/25/16	TEA001 TEAMSTERS LOCAL 214	100669	11/21/16	15033		$ 2,001.10	$ -	$ 2,001.10
			NOVEMBER DUES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 2,001.10	$ -	$ 2,001.10
102986	11/25/16	TEA031 TEAM FINANCIAL GROUP, INC	141724	11/11/16	15017		$ 4,150.14	$ -	$ 4,150.14
			DEC XEROX/SUPPLY; MAY-NOV ADJ						
COMPUTER CHECK									
			CHECK TOTALS:				$ 4,150.14	$ -	$ 4,150.14
102987	11/25/16	UNI001 UNITED WAY OF MONTCALM CO	100669	11/21/16	15032		$ 125.00	$ -	$ 125.00
			11/25/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 125.00	$ -	$ 125.00
102988	11/25/16	UNI009 UNITED WAY OF GRATIOT CO	100669	11/21/16	15031		$ 96.00	$ -	$ 96.00
			11/25/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 96.00	$ -	$ 96.00
102989	11/25/16	WINN73 WINN TELECOM	2045370	11/15/16	15015		$ 2,654.25	$ -	$ 2,654.25
			LOCAL/LONG DISTANCE						
COMPUTER CHECK									
			CHECK TOTALS:				$ 2,654.25	$ -	$ 2,654.25
102990	11/25/16	FIR003 FIRST NATIONAL BANK OMAHA	100666	11/02/16	15013		$ 143.58	$ -	$ 143.58
			MEALS @ TRAININGS						
COMPUTER CHECK									
			100667	11/02/16	15014		$ 764.06	$ -	$ 764.06
			CONF FEES,PAGERS,LUNCH MEETING						
			100668	11/02/16	15020		$ 2,166.41	$ -	$ 2,166.41
			TRAINING/HOTEL/STAMPS.COM						
			100668-1	11/02/16	15021	094356-00	$ 31.17	$ -	$ 31.17
			DATA LOGGER BATTERIES						
			100668-2	11/02/16	15022	094364-00	$ 858.00	$ -	$ 858.00
			3 STAMPED ENVELOPES FOR CBO						
			100668-3	11/02/16	15023	094372-00	$ 227.49	$ -	$ 227.49
			17 WOOD-FRAME CERTIFICATES						
			100668-4	11/02/16	15024	094369-00	$ 191.14	$ -	$ 191.14
			3 24 POCKET BROCHURE RACK						

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102990	11/25/16	FIR003 FIRST NATIONAL BANK OMAHA	100668-5	11/02/16	15025	094380-00	$ 19.10	$ -	$ 19.10
			DAY TIMER REFILL						
			100668-6	11/02/16	15026	094373-00	$ 24.37	$ -	$ 24.37
			1 BUSINESS CARDS-SCHNEIDER						
			100668-7	11/02/16	15027	094387-00	$ 38.15	$ -	$ 38.15
			1 BUSINESS CARD/FELTON						
			100668-8	11/02/16	15028		$ 194.86	$ -	$ 194.86
			TRAINING, PATAGONIA LUNCHES						
			CHECK TOTALS:				$ 4,658.33	$ -	$ 4,658.33
			BANK CODE TOTALS:				$ 98,245.06	$ -	$ 98,245.06

36 COMPUTER CHECKS
0 MANUAL PAYMENT CHECKS
0 VOID CHECKS - TRX
0 VOID CHECKS - STUBS
0 VOID CHECKS - ERROR
0 VOID CHECKS - FORM ALIGNMENT
0 DIRECT DEPOSITS
36 CHECKS TOTAL

			COMPANY TOTALS:				$ 98,245.06	$ -	$ 98,245.06

Mid-Michigan District Health Department
615 North State Street, Suite 2
Stanton MI 48888
(989) 831-5237

CK#	EV 1834			12/9/2016
	Payables			
102991 thru 103019	Quantum Checks & Direct Deposits & Voids			$ 30,365.14
	Payroll			
	AFLAC Employee Deduction			$ 407.74
	MERS Employee Electronic Transfer			$ 3,681.09
	Chemical Bank Payroll-Ameriprise NBS			$ 150.00
	Chemical Bank Payroll-Nationwide			$ 2,505.00
	Chemical Bank Payroll-MERS 457			$ 385.00
	Chemical Bank Payroll Tax Electronic Transfer Federal			$ 31,432.52
	Direct Deposit Payroll			$ 99,648.49
	State of Michigan Unemployment (Jul-Sept)		on EV 1831 & 1832	$ (5,390.00)
	Bank Fees			
	Chemical E-Banking fee	correction	16-Oct	$ (75.59)
	Chemical E-Banking fee		16-Nov	$ 74.87
	Chemical Bank Interest		16-Nov	$ (7.00)
	TOTAL			**$ 163,177.26**

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
157	12/09/16	BAI102 BAILEY GEORGE	100672	11/23/16	15061		$ 84.92	$ -	$ 84.92
			TRAVEL/PER DIEM						
DIRECT DEPOSIT									
			CHECK TOTALS:				$ 84.92	$ -	$ 84.92
158	12/09/16	KEL038 KELLENBERGER BETTY	100670	11/23/16	15059		$ 65.32	$ -	$ 65.32
			TRAVEL/PER DIEM						
DIRECT DEPOSIT									
			CHECK TOTALS:				$ 65.32	$ -	$ 65.32
159	12/09/16	LIN033 LINDEMAN TOM	100671	11/23/16	15060		$ 112.46	$ -	$ 112.46
			TRAVEL/PER DIEM						
DIRECT DEPOSIT									
			CHECK TOTALS:				$ 112.46	$ -	$ 112.46
160	12/09/16	MIT173 MITCHELL KEN	100673	11/23/16	15062		$ 57.76	$ -	$ 57.76
			TRAVEL/PER DIEM						
DIRECT DEPOSIT									
			CHECK TOTALS:				$ 57.76	$ -	$ 57.76
102991	12/09/16	CAP095 CAPITAL AREA UNITED WAY	100687	12/06/16	15087		$ 40.00	$ -	$ 40.00
			12/9/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 40.00	$ -	$ 40.00
102992	12/09/16	CDW016 CDW GOVERNMENT, INC.	FXJ2192	11/09/16	15052	094395-00	$ 1,888.57	$ -	$ 1,888.57
			MONITOR,SURFACEPRO,STROBE						
COMPUTER CHECK									
			FXL8381	11/10/16	15051	094395-00	$ 161.99	$ -	$ 161.99
			3TB EXTERNAL HDD						
			CHECK TOTALS:				$ 2,050.56	$ -	$ 2,050.56
102993	12/09/16	CEN012 CENTER MEDICAL SUPPLY CO	1306028	08/25/16	15044	094249-00	$ 196.85	$ -	$ 196.85
			HEMOCUE HI/LOW						
COMPUTER CHECK									
			CHECK TOTALS:				$ 196.85	$ -	$ 196.85
102994	12/09/16	CEN021 CENTRAL MI DIST HEALTH DEPT	100679	10/31/16	15069		$ 5,311.72	$ -	$ 5,311.72
			OCTOBER MD						
COMPUTER CHECK									
			CHECK TOTALS:				$ 5,311.72	$ -	$ 5,311.72
102995	12/09/16	COV178 COVENANT MEDICAL CENTER	100674	11/06/16	15063		$ 42.84	$ -	$ 42.84
			22412 LABS						
COMPUTER CHECK									
102995	12/09/16	COV178 COVENANT MEDICAL CENTER	100675	11/06/16	15064		$ 21.42	$ -	$ 21.42
			20940 LABS						
			CHECK TOTALS:				$ 64.26	$ -	$ 64.26

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
102996	12/09/16	CRY023 CASAIR-CRYSTAL AUTO SYSTEM	309390	11/11/16	15056		$ 785.00	$ -	$ 785.00
			2 YR SOPHOS						
COMPUTER CHECK									
			315248	12/01/16	15066		$ 800.00	$ -	$ 800.00
			INTERNET/LIST SERV						
			CHECK TOTALS:				$ 1,585.00	$ -	$ 1,585.00
102997	12/09/16	DAI009 DAILY NEWS	100676	12/01/16	15065		$ 75.00	$ -	$ 75.00
			12 MONTH SUBSCRIPTION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 75.00	$ -	$ 75.00
102998	12/09/16	GRE086 GREENVILLE COMMUNITY CHURCH	DECEMBER 2016	12/01/16	15076		$ 175.00	$ -	$ 175.00
			DECEMBER CLINIC						
COMPUTER CHECK									
			CHECK TOTALS:				$ 175.00	$ -	$ 175.00
102999	12/09/16	LEB001	18199	12/05/16	15058		$ 20.00	$ -	$ 20.00
			REFUND						
COMPUTER CHECK									
			18200	12/01/16	15057		$ 9.23	$ -	$ 9.23
			REFUND						
			CHECK TOTALS:				$ 29.23	$ -	$ 29.23
103000	12/09/16	MAL010 MALPH	100680	10/21/16	15073		$ 4,828.00	$ -	$ 4,828.00
			16/17 DUES						
COMPUTER CHECK									
			malph01	12/05/16	15055		$ 2,349.23	$ -	$ 2,349.23
			CJS GRANT						
			CHECK TOTALS:				$ 7,177.23	$ -	$ 7,177.23
103001	12/09/16	MAR01 MARKETLAB INC	MO120551	10/20/16	15049	094355-00	$ 33.97	$ -	$ 33.97
			MICROSCOPE DUST COVER						
COMPUTER CHECK									
			MO121838	10/25/16	15050	094355-00	$ 1,103.30	$ -	$ 1,103.30
			MICROSCOPE						
			CHECK TOTALS:				$ 1,137.27	$ -	$ 1,137.27
103002	12/09/16	MIC006 MICHIGAN DEPT OF AGRICULTURE	791-67214	11/18/16	15070		$ 2,319.00	$ -	$ 2,319.00
			FOOD FEES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 2,319.00	$ -	$ 2,319.00
103003	12/09/16	MON140 MONTCALM HUMAN SVCS COALITION	315	11/09/16	15071		$ 1,000.00	$ -	$ 1,000.00
			16/17 MEMBERSHIP						
COMPUTER CHECK									
			CHECK TOTALS:				$ 1,000.00	$ -	$ 1,000.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103004	12/09/16	NEW045 NEWEGGBUSINESS INC.	1202247476	11/09/16	15041	094396-00	$ 862.97	$ -	$ 862.97
			THINKPAD,SAMSUNG PRO						
COMPUTER CHECK									
			1202248434	11/09/16	15039	094396-00	$ 150.98	$ -	$ 150.98
			ACER MONITOR						
			1202250598	11/10/16	15040	094396-00	$ 19.99	$ -	$ 19.99
			WIRED DESKTOP						
			1202253348	11/12/16	15042	094396-00	$ 172.98	$ -	$ 172.98
			ADAPTER,PRO DOCK						
			CHECK TOTALS:				$ 1,206.92	$ -	$ 1,206.92
103005	12/09/16	OFF001 OFFICEMAX INCORPORATED	554630	11/10/16	15045	094391-00	$ 96.53	$ -	$ 96.53
			ENVELOPES,WRIST REST						
COMPUTER CHECK									
			554874	11/01/16	15037	094398-00	$ 245.31	$ -	$ 245.31
			COPY PAPER						
			CHECK TOTALS:				$ 341.84	$ -	$ 341.84
103006	12/09/16	PER009 PERSPECTIVE ENTERPRISES	51137	11/18/16	15038	094401-00	$ 85.00	$ -	$ 85.00
			SCALE CORDS						
COMPUTER CHECK									
			CHECK TOTALS:				$ 85.00	$ -	$ 85.00
103007	12/09/16	SHA199 SHAFFER AMANDA	100682	11/29/16	15077		$ 150.00	$ -	$ 150.00
			11/8-11/22 CSHCS PARENT LIASON						
COMPUTER CHECK									
			CHECK TOTALS:				$ 150.00	$ -	$ 150.00
103008	12/09/16	SHR011 SHRED-IT USA LLC	11688060	11/15/16	15074		$ 95.04	$ -	$ 95.04
			CLINTON SHREDDING						
COMPUTER CHECK									
			CHECK TOTALS:				$ 95.04	$ -	$ 95.04
103009	12/09/16	STA008 STATE OF MICHIGAN-MDCH	MID0511022016	11/02/16	15054		$ 17.67	$ -	$ 17.67
			LAB						
COMPUTER CHECK									
			CHECK TOTALS:				$ 17.67	$ -	$ 17.67
103010	12/09/16	TIG047 TIGER MEDICAL	0048750-IN	09/12/16	15046	094297-00	$ 785.76	$ -	$ 785.76
			MICROCUVETTES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 785.76	$ -	$ 785.76
103011	12/09/16	TOB018 TOBACCO-FREE MICHIGAN	100678	10/25/16	15068		$ 30.00	$ -	$ 30.00
			THELEN MEMBERSHIP						
COMPUTER CHECK									
			CHECK TOTALS:				$ 30.00	$ -	$ 30.00

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103012	12/09/16	TOB020 TOBY'S INSTRUMENT REPAIR	36324	11/03/16	15035	094394-00	$ 892.00	$ -	$ 892.00
			CHED CALIBRATIONS						
COMPUTER CHECK									
			36328	11/04/16	15034	094393-00	$ 495.00	$ -	$ 495.00
			CHED CALIBRATIONS						
			36329	11/04/16	15036	094392-00	$ 676.00	$ -	$ 676.00
			CHED EQUIPMENT CALIBRATIONS						
			CHECK TOTALS:				$ 2,063.00	$ -	$ 2,063.00
103013	12/09/16	UNI001 UNITED WAY OF MONTCALM CO	100687	12/06/16	15089		$ 125.00	$ -	$ 125.00
			12/9/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 125.00	$ -	$ 125.00
103014	12/09/16	UNI009 UNITED WAY OF GRATIOT CO	100687	12/06/16	15088		$ 96.00	$ -	$ 96.00
			12/9/16 EMPLOYEE DONATION						
COMPUTER CHECK									
			CHECK TOTALS:				$ 96.00	$ -	$ 96.00
103015	12/09/16	UPS002 UNITED PARCEL SERVICE	466	11/12/16	15072		$ 13.99	$ -	$ 13.99
			RETURN PACKAGES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 13.99	$ -	$ 13.99
103016	12/09/16	VER004 VERIZON	9775761014	11/21/16	15090		$ 1,236.83	$ -	$ 1,236.83
			11/22-12/21 MOBILE BROADBAND						
COMPUTER CHECK									
			9775933891	11/23/16	15053		$ 222.65	$ -	$ 222.65
			MIHP MOBILE BROADBAND 11/24-12/23						
			CHECK TOTALS:				$ 1,459.48	$ -	$ 1,459.48
103017	12/09/16	WAL017 WALMART COMMUNITY	100681	11/16/16	15075		$ 462.41	$ -	$ 462.41
			3 ER KITS, CLINIC SUPPLIES						
COMPUTER CHECK									
			CHECK TOTALS:				$ 462.41	$ -	$ 462.41
103018	12/09/16	WEI080 WEINANDY DAVID	100677	11/28/16	15078		$ 582.08	$ -	$ 582.08
			11/4 SPEAKER & TRAVEL						
COMPUTER CHECK									
			CHECK TOTALS:				$ 582.08	$ -	$ 582.08
103019	12/09/16	FIR003 FIRST NATIONAL BANK OMAHA	100683	12/01/16	15079		$ 30.89	$ -	$ 30.89
			3 LUNCHES						
COMPUTER CHECK									
			100684	12/01/16	15080		$ 144.50	$ -	$ 144.50
			SNACKS/EMPLOYEE PERSONAL						
			100685	12/01/16	15081		$ 2.65	$ -	$ 2.65
			PAGER						

ACCOUNTS PAYABLE CHECK REGISTER

CHECK NO	CHECK\VOID DATE	REMIT-TO NAME VENDOR-#	INVOICE NO	INVOICE DATE	VOUCH#	P.O.-NO	AMOUNT PAID	DISCOUNT TAKEN	CHECK AMOUNT
103019	12/09/16	FIR003 FIRST NATIONAL BANK OMAHA	100686	12/01/16	15083	094376-00	$ 858.00	$ -	$ 858.00
			3 STAMPED ENVELOPES						
			100686-1	12/01/16	15084	094390-00	$ 207.00	$ -	$ 207.00
			3 LABOR LAW POSTERS						
			100686-2	12/01/16	15085		$ 89.97	$ -	$ 89.97
			STAMPS.COM FEE						
			100686-4	12/01/16	15086	094403-00	$ 36.36	$ -	$ 36.36
			FACE MASKS						
			CHECK TOTALS:				$ 1,369.37	$ -	$ 1,369.37
			BANK CODE TOTALS:				$ 30,365.14	$ -	$ 30,365.14

29 COMPUTER CHECKS
0 MANUAL PAYMENT CHECKS
0 VOID CHECKS - TRX
0 VOID CHECKS - STUBS
0 VOID CHECKS - ERROR
0 VOID CHECKS - FORM ALIGNMENT
4 DIRECT DEPOSITS
33 CHECKS TOTAL

COMPANY TOTALS:	$ 30,365.14	$ -	$ 30,365.14

First National Bank
Omaha

VISA

Account Number:
New Balance: **$1,191.33**
Minimum Payment Due: **$23.00**
Payment Due Date: ..... **January 1, 2017**

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
MELISSA BOWERMAN
615 N STATE ST STE 2
STANTON MI 48888-9702

54095
Q312

Change of Address? If yes, please complete reverse side.

0000000002300 0000000119133

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$3,750.69
Payments	-$3,750.69
Other Credits	-$0.00
Purchases	+$1,191.33
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$1,191.33**
Statement Closing Date	12/01/16
Days in Billing Cycle	29
Total Credit Limit	$10,000.00
Available Credit	$8,808.00
Cash Limit	$5,000.00
Available Cash	$5,000.00

Payment Information

New Balance	$1,191.33
Minimum Payment Due	$23.00
Past Due Amount	$0.00
Payment Due Date	**January 1, 2017**

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(TDD Telecommunications Device for the Deaf: 1-800-925-2833)
Visit: www.firstnational.com
Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818

Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
11-03	11-04	24164076308418177404519 7	USPS POSTAL ST66100207 800-3447779 MO	$858.00
11-09	11-10	24493986314207815700253 1	POSTER COMPLIANCE CENTER WALNUT CREEK CA	$207.00
11-16	11-17	24692166321000917785697 7	STAMPS.COM 855-608-2677 CA	$89.97
11-25	11-25	74418006330007330037213	ONLINE PAYMENT THANK YOU	$3,750.69 (CR)
11-30	12-01	24692166335000611129253 7	AMAZON MKTPLACE PMTS AMZN.COM/BILL WA	$36.36

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	$3,947.74	29	$0.00
Cash Advance	25.55% (v)	$0.00	29	$0.00

2016 Total Year-to-Date

Total fees charged in 2016	$0.00
Total interest charged in 2016	$0.00

Additional Information Regarding Your Account

SERVICEMEMBERS CIVIL RELIEF ACT (SCRA)

If you are an **active duty member of the United States Military**, you may be eligible for additional benefits on your account(s) under the Servicemembers Civil Relief Act (SCRA).

Call 855-868-8446 or log in to the website listed on the front of your statement and click 'Resources' for more information.

First National Bank
Omaha

VISA

Account Number:
New Balance: **$2.65**
Minimum Payment Due: **$2.65**
Payment Due Date: ..... **January 1, 2017**

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
MARCUS W CHEATHAM
615 N STATE ST
STANTON MI 48888-9702

54096
Q312

Change of Address? If yes, please complete reverse side.

0000000000265 0000000000265

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Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$764.06
Payments	-$764.06
Other Credits	-$0.00
Purchases	+$2.65
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$2.65**
Statement Closing Date	12/01/16
Days in Billing Cycle	29
Total Credit Limit	$2,000.00
Available Credit	$1,997.00
Cash Limit	$400.00
Available Cash	$400.00

Payment Information

New Balance	$2.65
Minimum Payment Due	$2.65
Past Due Amount	$0.00
Payment Due Date	**January 1, 2017**

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Visit: www.firstnational.com
Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818

Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
11-17	11-18	24692166322000540201285 7	AMERICAN MESSAGING 888-247-7890 TX	$2.65
11-25	11-25	74418006330007330037221	ONLINE PAYMENT THANK YOU	$764.06 (CR)

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	$585.45	29	$0.00
Cash Advance	25.55% (v)	$0.00	29	$0.00

2016 Total Year-to-Date

Total fees charged in 2016	$0.00
Total interest charged in 2016	$0.00

Additional Information Regarding Your Account

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Issued by First National Bank of Omaha

See reverse for additional information.

First National Bank Omaha

VISA

Account Number:
New Balance: **$144.50**
Minimum Payment Due: **$10.00**
Payment Due Date: ..... **January 1, 2017**

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$.

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
ANDREA TABOR
615 N STATE ST
STANTON MI 48888-9702

54093
Q312

Change of Address? If yes, please complete reverse side.

REC'D DEC 9 - 2016

00000000001000 00000000014450

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$143.58
Payments	-$143.58
Other Credits	-$0.00
Purchases	+$144.50
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$144.50**
Statement Closing Date	12/01/16
Days in Billing Cycle	29
Total Credit Limit	$2,000.00
Available Credit	$1,855.00
Cash Limit	$400.00
Available Cash	$400.00

Payment Information

New Balance	$144.50
Minimum Payment Due	$10.00
Past Due Amount	$0.00
Payment Due Date	**January 1, 2017**

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Visit: www.firstnational.com
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Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
11-19	11-21	24692166324000759080352	IN *CANDLE COTTAGE 989-2354501 MI	$125.83
11-25	11-25	74418006330007330037205	ONLINE PAYMENT THANK YOU	$143.58 (CR)
11-29	12-01	24427336335710031181186	RIC'S FOOD CENTER ITHACA MI	$18.67

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	$168.23	29	$0.00
Cash Advance	25.55% (v)	$0.00	29	$0.00

2016 Total Year-to-Date

Total fees charged in 2016	$39.00
Total interest charged in 2016	$0.00

Additional Information Regarding Your Account

SERVICEMEMBERS CIVIL RELIEF ACT (SCRA)

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Call 855-868-8446 or log in to the website listed on the front of your statement and click 'Resources' for more information.

First National Bank Omaha

VISA

Account Number:
New Balance: **$30.89**
Minimum Payment Due: **$10.00**
Payment Due Date: ..... **January 1, 2017**

Make checks payable to First National Bank Omaha

Amount of Payment Enclosed

$.

Change of Address? If yes, please complete reverse side.

First National Bank Omaha
P.O. Box 2818
Omaha, NE 68103-2818

2253

MID MICHIGAN DIST HEALTH
BOB GOUIN
615 N STATE ST APT 2
STANTON MI 48888-9702

54094
Q312

0000000001000 0000000003089

PLEASE DETACH HERE AND RETURN TOP PORTION WITH YOUR PAYMENT

Business Edition® Visa®

Account Number:

Account Summary

Previous Balance	$0.00
Payments	-$0.00
Other Credits	-$0.00
Purchases	+$30.89
Balance Transfers	+$0.00
Cash Advances	+$0.00
Fees Charged	+$0.00
Interest Charged	+$0.00
New Balance	**$30.89**
Statement Closing Date	12/01/16
Days in Billing Cycle	29
Total Credit Limit	$2,000.00
Available Credit	$1,969.00
Cash Limit	$400.00
Available Cash	$400.00

Payment Information

New Balance	$30.89
Minimum Payment Due	$10.00
Past Due Amount	$0.00
Payment Due Date	**January 1, 2017**

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Visit: www.firstnational.com
Remit to: First National Bank Omaha, P.O. Box 2818, Omaha, NE 68103-2818

Transaction Detail

Trans Date	Post Date	Reference Number	Transaction Description	Credits (CR) and Debits
11-29	11-30	24071056334987165455016	THE HEARTHSTONE OVEN ITHACA MI	$30.89

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account. (v) Variable Rate (f) Fixed Rate

Charge Summary	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Days Rate Used	Interest Charge
Purchases	15.99% (v)	$3.19	29	$0.00
Cash Advance	25.55% (v)	$0.00	29	$0.00

2016 Total Year-to-Date

Total fees charged in 2016	$0.00
Total interest charged in 2016	$0.00

Additional Information Regarding Your Account

SERVICEMEMBERS CIVIL RELIEF ACT (SCRA)

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Issued by First National Bank of Omaha

See reverse for additional information.

Mid-Michigan District Health Department
Monthly Balance Sheet, Revenue and Expenditure Report
November 2016

Summary and Special Notes

As of the end of November 2016, actual revenues and expenditures should be approximately 17% of the $6,311,514 total budget. The total revenues through November were $992,501.47 and the total expenses were $980,917.07. The overall actual revenues and expenditures (adjusting for in-kind space costs and Vaccines for Children) were at 16% and 18% respectively representing a deficit of $131,122.22. The deficit mainly is a result of paying off the loan for the Montcalm County Administrative and Branch Offices.

One note, due to timing, I was unable to complete the deferred revenue calculation in November.

Revenues

- **Hearing/Vision (Lines 10-11) –** Hearing and vision fees are based on the school year rather than the fiscal year which results in a higher than budgeted percentage.
- **CD Fees (Line 13) –** This line item is higher than budgeted; however, many of the fees are written off due to lack of payment. Fees for this program will be examined and adjustments will be proposed as necessary. The overall fee budget for this program is small.
- **Immunization Fees (Line 14) –** Immunization fees are slightly higher in the beginning of the year because that is when a majority of the flu shots are given.
- **Varnish Fees (Line 18) –** The Head Start clinics are conducted mainly in the fall; then some in the spring.

Expenses

- **Computer Supplies (Line 13) –** There have been computer purchases made that were necessary.
- **Rent (Line 24) –** The Montcalm County Administrative and Branch Office building loan was paid off.
- **Memberships (Line 27) –** A majority of our membership fees are paid in the beginning of the year.

Mid-Michigan District Health Department **October** **8%** **FY 2016** **AP: 1**

Revenue **Revenue and Expenditure Report**

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Onsite Sewage	137,562.00	15,786.00	15,786.00	131,740.50	11%
2	Groundwater Quality	135,338.00	13,019.80	13,019.80	151,007.00	10%
3	Food Service	270,000.00	3,794.00	3,794.00	243,986.00	1%
4	Campgrounds	3,500.00	208.00	208.00	3,366.00	6%
5	Swimming Pools	5,000.00	1,560.00	1,560.00	5,456.00	31%
6	Waste Haulers	3,000.00	905.00	905.00	7,833.00	30%
7	DHS Facility Inspections	25,000.00	390.00	390.00	29,150.00	2%
8	Body Art Fees	1,300.00	0.00	0.00	1,300.00	0%
9	EH Misc Fees	760.00	23.67	23.67	814.60	3%
10	Vision Fees	25,000.00	3,972.80	3,972.80	27,464.00	16%
11	Hearing Fees	21,000.00	4,564.00	4,564.00	25,152.20	22%
12	MIHP Fees	90,000.00	5,562.85	5,562.85	120,957.88	6%
13	Communicable Disease Fees	600.00	473.00	473.00	620.00	79%
14	Immunization Fees	130,000.00	34,255.20	34,255.20	160,054.08	26%
15	Family Planning/STD Fees	110,000.00	7,291.44	7,291.44	160,868.69	7%
16	Breast Cancer Fees	4,000.00	214.68	214.68	12,230.96	5%
17	Lead Fees	15,000.00	1,710.04	1,710.04	11,102.98	11%
18	Varnish Fees	22,000.00	7,621.46	7,621.46	19,339.84	35%
19	WIC Varnish Fees	12,000.00	0.00	0.00	30,177.08	0%
20	Ched Miscellaneous Fees	600.00	0.00	0.00	600.00	0%
21	Miscellaneous Other Fees	100.00	0.00	0.00	100.00	0%
22	Behavioral Health Primary Care Fees	55,100.00	-2,942.60	-2,942.60	-4.86	-5%

23	Deferred Revenues - Billing	0.00	84,999.81	84,999.81	0.00	0%
24	VFC/317 Vaccine Revenue	400,000.00	29,642.04	29,642.04	419,219.53	7%
25	MDCH Grants	1,493,406.00	129,361.00	129,361.00	1,614,605.00	9%
26	Essential Local Public Health Services	753,897.00	63,201.00	63,201.00	788,469.00	8%
27	MDCH Fee For Service Revenue	61,000.00	3,076.00	3,076.00	58,160.00	5%
28	DEQ Grants	72,255.00	5,092.00	5,092.00	80,956.00	7%
29	Other Grants/Community Support	479,280.00	5,216.38	5,216.38	301,935.01	1%
30	Medicaid Full Cost Reimbursement	540,368.00	0.00	0.00	353,913.74	0%
31	Interest	2,000.00	33.51	33.51	5,318.00	2%
32	Donations	3,000.00	115.00	115.00	7,002.13	4%
33	Cash Over/Short	0.00	0.00	0.00	0.00	0%
34	Clinton Co - Appropriation	393,715.00	32,809.50	32,809.50	423,599.58	8%
35	Gratiot Co - Appropriation	297,814.00	24,817.75	24,817.75	307,446.75	8%
36	Montcalm Co - Appropriation	423,949.00	36,837.48	36,837.48	461,132.75	9%
37	Prior Year Adjustments	0.00	0.00	0.00	0.00	0%
38	Space Occupancy	256,570.00	22,376.00	22,376.00	271,447.00	9%
43	Deferred Revenues - Other	67,400.00	0.00	0.00	65,000.00	0%
	TOTAL REVENUE:	6,311,514.00	535,986.81	535,986.81	5,775,527.19	8%
	W/O SPACE & VFC	5,654,944.00	483,968.77	483,968.77	4,107,346.69	9%

Mid-Michigan District Health Department **October** **8%** **FY 2016** **AP: 1**

Expenditure **Revenue and Expenditure Report**

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Board of Health Per Diem	4,000.00	381.00	381.00	3,619.00	10%
2	Salaries	3,497,421.00	273,946.52	273,946.52	3,223,474.48	8%
3	FICA	255,304.00	20,316.46	20,316.46	234,987.54	8%
4	Health Insurance	646,342.00	43,174.44	43,174.44	603,167.56	7%
5	Dental Insurance	52,513.00	2,834.36	2,834.36	49,678.64	5%
6	Retirement	278,715.00	21,623.49	21,623.49	257,091.51	8%
7	Work Comp	40,515.00	2,185.00	2,185.00	38,330.00	5%
8	Unemployment Comp	6,000.00	0.00	0.00	6,000.00	0%
9	Life Insurance	4,859.00	405.30	405.30	4,453.70	8%
10	Printed Materials	10,500.00	62.52	62.52	10,437.48	1%
11	Postage	18,000.00	978.09	978.09	17,021.91	5%
12	Office Supplies	53,195.00	2,717.59	2,717.59	50,477.41	5%
13	Computer/Printer Supplies	13,500.00	3,279.57	3,279.57	10,220.43	24%
14	Medical Supplies	56,400.00	5,764.66	5,764.66	50,635.34	10%
15	CD Meds Biologics	69,000.00	14,027.24	14,027.24	54,972.76	20%
16	VFC Supplies	400,000.00	29,642.04	29,642.04	370,357.96	7%
17	Contractual Services	172,000.00	2,302.56	2,302.56	169,697.44	1%
18	Legal Expenses	4,000.00	176.89	176.89	3,823.11	4%
19	Communications	69,450.00	6,874.44	6,874.44	62,575.56	10%
20	Travel	139,400.00	12,900.49	12,900.49	126,499.51	9%
21	Advertising & Recruitment	4,750.00	0.00	0.00	4,750.00	0%

22	Liability Insurance	32,000.00	2,815.00	2,815.00	29,185.00	9%
23	Equipment Maintenance/Lease	51,380.00	3,801.23	3,801.23	47,578.77	7%
24	Rent	27,100.00	153,553.90	153,553.90	-126,453.90	567%
25	Space Occupancy	256,570.00	22,376.00	22,376.00	234,194.00	9%
26	Training	27,000.00	3,527.28	3,527.28	23,472.72	13%
27	Memberships/Certifications/Subscriptions	14,500.00	602.00	602.00	13,898.00	4%
28	Tuition Reimbursement	2,000.00	0.00	0.00	2,000.00	0%
29	Laboratory	2,500.00	17.67	17.67	2,482.33	1%
30	Behavioral Risk Factor Survey	21,000.00	0.00	0.00	21,000.00	0%
31	Misc Other Expense	1,100.00	0.00	0.00	1,100.00	0%
32	Computer Support	75,500.00	765.00	765.00	74,735.00	1%
33	Service Charges	5,000.00	443.25	443.25	4,556.75	9%
34	Equipment	0.00	0.00	0.00	0.00	0%
35	Facility Development	0.00	0.00	0.00	0.00	0%
	TOTAL EXPENSES	6,311,514.00	631,493.99	631,493.99	5,680,020.01	10%
	W/O SPACE & VFC	5,654,944.00	579,475.95	579,475.95	5,075,468.05	10%
	Revenue Over Expenditures (Deficit)	0.00	-95,507.18	-95,507.18	95,507.18	0%

Mid-Michigan District Health Department NOVEMBER 17% FY 2017 AP: 2

Revenue **Revenue and Expenditure Report**

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Onsite Sewage	136,200.00	9,471.25	25,257.25	131,740.50	19%
2	Groundwater Quality	133,998.00	10,918.40	23,938.20	151,007.00	18%
3	Food Service	274,740.00	2,497.00	6,291.00	243,986.00	2%
4	Campgrounds	3,264.00	104.00	312.00	3,366.00	10%
5	Swimming Pools	5,304.00	208.00	1,768.00	5,456.00	33%
6	Waste Haulers	7,833.00	0.00	905.00	7,833.00	12%
7	DHS Facility Inspections	25,000.00	1,379.00	1,769.00	29,150.00	7%
8	Body Art Fees	1,300.00	0.00	0.00	1,300.00	0%
9	EH Misc Fees	760.00	111.13	134.80	814.60	18%
10	Vision Fees	25,000.00	4,504.80	8,477.60	27,464.00	34%
11	Hearing Fees	21,000.00	2,834.60	7,398.60	25,152.20	35%
12	MIHP Fees	100,000.00	5,902.11	11,464.96	120,957.88	11%
13	Communicable Disease Fees	600.00	500.00	973.00	620.00	162%
14	Immunization Fees	130,000.00	16,157.03	50,412.23	160,054.08	39%
15	Family Planning/STD Fees	139,000.00	10,596.06	17,887.50	160,868.69	13%
16	Breast Cancer Fees	6,000.00	243.47	458.15	12,230.96	8%
17	Lead Fees	15,000.00	826.50	2,536.54	11,102.98	17%
18	Varnish Fees	15,000.00	3,786.00	11,407.46	19,339.84	76%
19	WIC Varnish Fees	25,000.00	307.00	307.00	30,177.08	1%
20	Ched Miscellaneous Fees	600.00	0.00	0.00	600.00	0%
21	Miscellaneous Other Fees	100.00	0.00	0.00	100.00	0%
22	Behavioral Health Primary Care Fees	55,100.00	150.00	-2,792.60	-4.86	-5%

23	Deferred Revenues - Billing	0.00	0.00	84,999.81	0.00	0%
24	VFC/317 Vaccine Revenue	400,000.00	19,219.53	48,861.57	419,219.53	12%
25	MDCH Grants	1,513,543.00	115,162.00	244,523.00	1,614,605.00	16%
26	Essential Local Public Health Services	726,412.00	63,201.00	126,402.00	788,469.00	17%
27	MDCH Fee For Service Revenue	56,000.00	2,704.00	5,780.00	58,160.00	10%
28	DEQ Grants	76,255.00	5,092.00	10,184.00	80,956.00	13%
29	Other Grants/Community Support	471,280.00	57,150.01	62,366.39	301,935.01	13%
30	Medicaid Full Cost Reimbursement	385,175.00	0.00	0.00	353,913.74	0%
31	Interest	2,000.00	31.14	64.65	5,318.00	3%
32	Donations	0.00	310.00	425.00	7,002.13	0%
33	Cash Over/Short	0.00	0.00	0.00	0.00	0%
34	Clinton Co - Appropriation	391,015.00	32,809.50	65,619.00	423,599.58	17%
35	Gratiot Co - Appropriation	283,797.00	24,817.75	49,635.50	307,446.75	17%
36	Montcalm Co - Appropriation	425,661.00	32,071.25	68,908.73	461,132.75	16%
37	Prior Year Adjustments	0.00	0.00	0.00	0.00	0%
38	Space Occupancy	250,570.00	22,369.00	44,745.00	271,447.00	18%
43	Deferred Revenues - Other	97,009.00	0.00	0.00	65,000.00	0%
	TOTAL REVENUE:	6,199,516.00	445,433.53	981,420.34	5,218,095.66	16%
	W/O SPACE & VFC	5,548,946.00	403,845.00	887,813.77	4,107,346.69	16%

Mid-Michigan District Health Department NOVEMBER 17% FY 2017 AP: 2

Expenditure Revenue and Expenditure Report

	Account	Budget	Current Month	Year-To-Date	Balance	% of Budget
1	Board of Health Per Diem	5,000.00	186.00	567.00	4,433.00	11%
2	Salaries	3,338,248.00	286,864.55	560,811.07	2,777,436.93	17%
3	FICA	247,587.00	21,215.20	41,531.66	206,055.34	17%
4	Health Insurance	680,703.00	44,021.70	87,196.14	593,506.86	13%
5	Dental Insurance	51,498.00	3,610.28	6,444.64	45,053.36	13%
6	Retirement	263,444.00	21,781.04	43,404.53	220,039.47	16%
7	Work Comp	52,139.00	2,184.00	4,369.00	47,770.00	8%
8	Unemployment Comp	6,000.00	0.00	0.00	6,000.00	0%
9	Life Insurance	4,647.00	424.14	829.44	3,817.56	18%
10	Printed Materials	6,300.00	190.00	252.52	6,047.48	4%
11	Postage	20,000.00	1,711.96	2,690.05	17,309.95	13%
12	Office Supplies	64,000.00	2,820.40	5,537.99	58,462.01	9%
13	Computer/Printer Supplies	8,500.00	3,257.48	6,537.05	1,962.95	77%
14	Medical Supplies	62,200.00	2,333.73	8,098.39	54,101.61	13%
15	CD Meds Biologics	70,000.00	4,044.85	18,072.09	51,927.91	26%
16	VFC Supplies	400,000.00	19,219.53	48,861.57	351,138.43	12%
17	Contractual Services	186,000.00	8,510.99	10,813.55	175,186.45	6%
18	Legal Expenses	4,000.00	0.00	176.89	3,823.11	4%

19	Communications	69,950.00	4,946.38	11,820.82	58,129.18	17%
20	Travel	144,300.00	11,468.04	24,368.53	119,931.47	17%
21	Advertising & Recruitment	4,000.00	0.00	0.00	4,000.00	0%
22	Liability Insurance	32,000.00	2,815.00	5,630.00	26,370.00	18%
23	Equipment Maintenance/Lease	49,050.00	8,357.76	12,158.99	36,891.01	25%
24	Rent	29,100.00	175.00	153,728.90	-124,628.90	528%
25	Space Occupancy	250,570.00	22,369.00	44,745.00	205,825.00	18%
26	Training	25,600.00	0.00	3,527.28	22,072.72	14%
27	Memberships/Certifications/Subscriptions	14,980.00	6,373.00	6,975.00	8,005.00	47%
28	Tuition Reimbursement	2,000.00	0.00	0.00	2,000.00	0%
29	Laboratory	2,800.00	81.93	99.60	2,700.40	4%
30	Behavioral Risk Factor Survey	21,000.00	0.00	0.00	21,000.00	0%
31	Misc Other Expense	3,400.00	0.00	0.00	3,400.00	0%
32	Computer Support	75,500.00	1,220.90	1,985.90	73,514.10	3%
33	Service Charges/Credit Card Fees	5,000.00	865.71	1,308.96	3,691.04	26%
34	Equipment	0.00	0.00	0.00	0.00	0%
35	Facility Development	0.00	0.00	0.00	0.00	0%
	TOTAL EXPENSES	6,199,516.00	481,048.57	1,112,542.56	5,086,973.44	18%
	W/O SPACE & VFC	5,548,946.00	439,460.04	1,018,935.99	4,530,010.01	18%
	Revenue Over Expenditures (Deficit)	0.00	-35,615.04	-131,122.22	131,122.22	0%

MMDHD BALANCE SHEET AS OF	11/30/2016
CURRENT ASSETS	
CASH TO TREASURER	$2,079,846.24
CASH ON DEPOSIT/IMPREST CASH	2,790.00
ACCOUNTS RECEIVABLE	234,896.11
DUE FROM GOVERNMENTAL AGENCIES	391,649.21
INVENTORY - VFC IMMS	57,274.21
PREPAIDS	21,887.00
TOTAL ASSETS	2,788,342.77
LIABILITIES AND FUND BALANCE	
ACCOUNTS PAYABLE	($29,327.61)
PAYROLL DEDUCTIONS	$1,296.76
PAYROLL PAYABLES	$212,408.31
OTHER ACCRUED PAYABLES	$4,133.00
TRUST FUNDS	$18,088.76
DEFERRED REVENUE BILLING	$0.00
DEFERRED REV DENTAL OUTREACH	$34,193.40
DEFERRED REVENUE MCDC	$141,000.00
DEFERRED REVENUE-VFC IMMS	$57,274.21
DEFERRED REVENUE - DENTAL CENTER EXPANSION	$25,297.69
FUND BALANCE PRIOR YEAR	($190,258.21)
FUND BALANCE	$368,140.73
FUND BALANCE EQUIPMENT	$679,752.67
FUND BALANCE FACILITY DEV	$124,580.00
FUND BALANCE SELF INS BONDS	$13,949.72
FUND BALANCE-FUTURE RETIREMENT	$608,829.80

FUND BALANCE-COMPENSATED LEAVES	$488,257.76
FUND BALANCE-UNEMPLOYMENT	$55,000.00
FUND BALANCE-TRAINING	$35,000.00
FUND BALANCE/BRFS	$11,522.00
FUND BALANCE-HEALTH INSURANCE	$160,000.00
FUND BALANCE-POTENTIAL CLAIMS	$93,734.00
BALANCE SHEET NET INCOME	($124,530.22)
TOTAL LIABILITIES	2,788,342.77
TOTAL NET INCOME	0.00

Norovirus

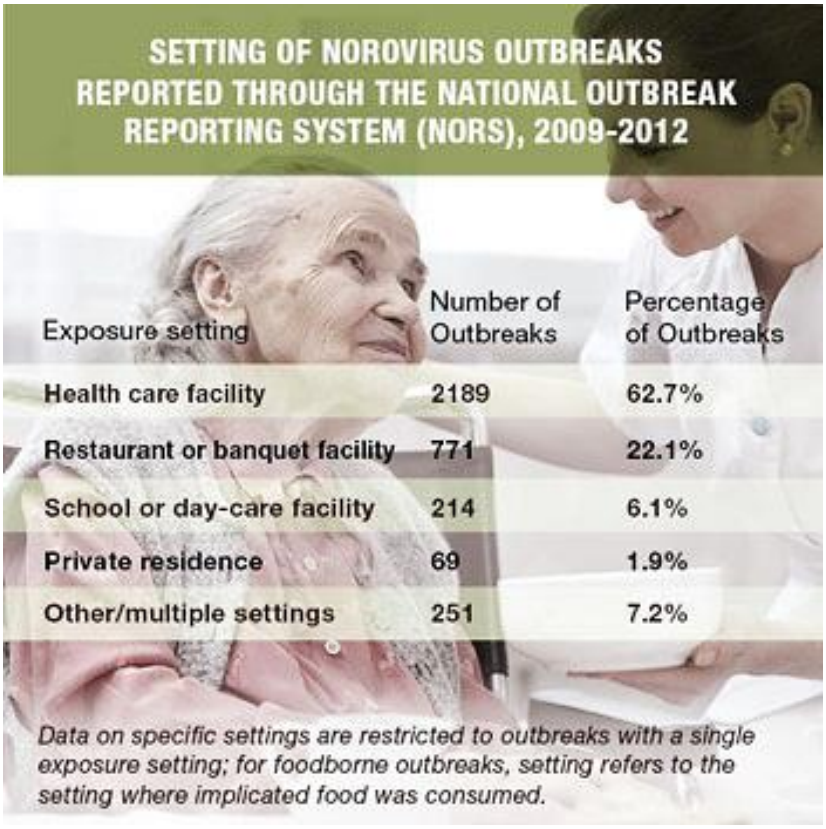
Gastroenteritis, characterized by diarrhea along with possible vomiting, nausea, fever, or abdominal pain, is most commonly called the "stomach flu". There are numerous different infectious agents that can cause gastroenteritis, including viruses, bacteria, and parasites. Noroviruses, a group of related viruses, are the most common cause of gastroenteritis in the United States, causing over 23 million cases of illness, 64,000 hospitalizations, and 700 deaths every year. Norovirus infections are most common between November and April.

Norovirus is very contagious. Infected individuals are contagious from the time they start to feel sick and continue to be contagious through the first few days AFTER they recover. Infectious viral particles are found in both the vomit and the stool. Infection can be caused by ***as few as 10 to 100 viral particles***. It is spread by the fecal-oral route, which can occur easily by eating food or drinking beverages that have become contaminated with norovirus, touching surfaces or objects with norovirus and then touching the mouth, or having direct contact with an infected person.

Once infected, it typically takes 24 to 48 hours (1 to 2 days) for symptoms to start, though symptoms can start as early as 12 hours or as late as 72 hours after infection. The illness usually last 48 to 72 hours (2 to 3 days) and recovery is quick. Most people suffer from vomiting and/or diarrhea, though vomiting is typically more prominent in norovirus than in other forms of viral gastroenteritis. About one-half of cases will have a fever, and most will have aches and pains, headache and generally feel ill. Dehydration can occur and infants, older adults, and people with underlying illness may suffer from severe illness. These higher-risk individuals are more likely to have a fever and typically have much longer courses of illness.

Noroviruses are very hardy. The virus can be detected on computer keyboards and mice, as well as telephone components up to 72 hours after initially contaminating these surfaces. Contaminated carpet may contain viable virus for a minimum of twelve days, even after routine dry vacuuming. Handwashing with soap and water is the best method to prevent transmission of norovirus infections. Using alcohol-based hand sanitizers may also reduce the risks of norovirus infection. Steam cleaning carpets once an outbreak is over can better remove virus from contaminated carpets. Cleaning with a detergent or using a disinfectant alone typically will NOT eliminate the virus. Chlorine bleach solution or a cleaning product EPA-registered to be effective against norovirus should be used. A chlorine solution at a concentration of 6000 ppm should be applied and left in contact with contaminated surfaces for 15 minutes in order to best eliminate norovirus. To make this type of solution, add 1¼-cup bleach to 1 gallon of water, or ¾-cup bleach to 2 quarts of water (64 oz.).

Because noroviruses are so contagious, spread so quickly, and are so difficult to decontaminate, they are often responsible for outbreaks in places like nursing homes, hospitals, daycare centers, schools, and cruise ships. Outbreaks also occur at restaurants and catered meals if food becomes contaminated. Some of these facilities house the highest risk groups and these outbreaks can be devastating.



Recommendation:

1. Practice good hand hygiene and teach children the same (http://www.cdc.gov/handwashing/).

2. Prevent outbreaks by staying home from work and cruises when ill and recovering, not preparing food for others while ill and for a few days after you recover, and not visiting the very young/old/ill while ill or recovering (http://www.cdc.gov/norovirus/food-handlers/work-with-food.html, http://www.cdc.gov/HAI/organisms/norovirus.html, http://www.cdc.gov/nceh/vsp/pub/CruisingTips/healthycruising.htm).

3. Disinfect contaminated areas properly (http://www.disinfect-for-health.org/resources).

References:

- Centers for Disease Control and Prevention (August, 2016). Norovirus. Accesses at https://www.cdc.gov/norovirus/index.html on December, 2016.

- MacCannell, T., Umscheid, C. A., Agarwal, R. K., Lee, I., Kuntz, G., & Stevenson, K. B. (2011). Guideline for the prevention and control of norovirus gastroenteritis outbreaks in healthcare settings. *Infection Control & Hospital Epidemiology*, *32*(10), 939-969.

Board of Health (BOH) Actions and Outcomes
October 2015 through September 2016
Edited for Conciseness

October 2015

- **The BOH expressed their support for the Health Officer and Medical Director to educate our communities on the dangers of marijuana and to express the Board's opposition of legalization.**

- **Authorized the Health Officer and Medical Director to draft a letter to Nick Lyon, Director of the Michigan Department of Health and Human Services (MDHHS) opposing the legalization of medical marijuana and encouraged the state to urgently begin a campaign to educate the community on the dangers of marijuana and legalization of it.**

- **The BOH authorized the Health Officer to convene a meeting with the three County Administrators to discuss the interpretation of the funding formula contained in the Intergovernmental Agreement. This occurred on November 5th.**

November 2015

- **The BOH approved the agency's Financial Status Report for FY 14/15.**

- **The FY 14/15 Year-End Summary and Recommendations was approved by the BOH.**

- **The BOH authorized the agency to terminate the Agreement with the Gratiot-Isabella Regional Education Services District to review speech and language charts because the Medical Director determined that these reviews were not medically necessary.**

- **As the agency celebrated 50 years of service to the residents of Clinton, Gratiot, and Montcalm Counties, the BOH approved an anniversary celebration and authorized up to $3,500 for expenses.**

- **In preparation for local public health accreditation, the agency's Plan of Organization was approved by the BOH and the Board Chair authorized to sign it.**

- **The BOH endorsed the recommendation of the County Administrators to adopt the proposed funding formula for FY 15/16 and also going forward, using 2003 as the base year.**

- **B. DeLong, Chairperson was authorized to sign a letter to Nick Lyon, MDHHS regarding decriminalization of recreational marijuana.**

January 2016

- **Approved to modify the FY 14/15 fund balance to add the additional surplus to general fund balance and to restrict additional fund balance from the general fund balance to the Family Planning Program in the amount of $61,500**

February 2016

- **The BOH approved the FY 16/17 Budget Development Schedule.**

- **Wrote a letter of support for the Cross-Jurisdictional Sharing grant in collaboration with the Central Michigan District Health Department and District Health Department #10.**

March 2016

- **The FY 14/15 Audited Financial Statements were approved by the Board of Health and placed on file.**

- **A Local Appropriation Calculation Policy was developed by the BOH and forwarded to the County Administrators.**

April 2016

- **The BOH approved the agency's Form 990.**

- **To repair the failing roof on the Montcalm County Administrative Offices building in Stanton, the BOH authorized the transfer of $12,431.34 to Montcalm County for the administrative headquarters portion of the building.**

- **Approved smoking cessation counseling fees retroactive to April 1, 2016.**

- **Approved the Local Appropriation Calculation Policy as submitted to the County Administrators.**

- **New primary care fees were approved by the BOH retroactive to October 1, 2015.**

- **The BOH approved an increase in the fee for condoms of $.30 each effective May 1, 2016.**

- **Approved repairing the deteriorating sidewalk on the west side of the Montcalm County Administrative Offices and directing delivery trucks to park by the dumpster, install handicap ramp with railings along the sidewalk, and install signage stating "No Stopping, Standing, or Parking" with the expense covered by the health department.**

- **The Health Officer's annual appraisal was scheduled by the BOH with Finance Committee members participating on May 25th and Personnel Committee members participating on July 25th.**

May 2016

- **Approved the FY 16/17 Proposed Draft Budget and Narrative.**

- **The BOH adopted the FY 16/17 Proposed Agency Fees.**

- **The Board of Health requested Cindy Partlo, Board Secretary to obtain a date for the annual Commissioner Forum that was convenient to most commissioners.**

- **Authorized the agency to research concerns of the Finance Committee with changing vendors for the Electronic Health Record (EHR) software and if satisfied, to purchase Patagonia Health, Integrated EHR utilizing the Option B Payment Schedule to replace the existing EHR software.**

- **Revisions to the Health Officer's Job Description were approved by the BOH.**

June 2016

- **The Health Officer's Goals for FY 16/17 were approved by the BOH.**

July 2016

- **The BOH authorized the purchase of a new videoconferencing system and components that integrated with the new communication system, not to exceed $37,000, and authorized the agency to utilize fund balance, if needed, for the remaining balance after utilizing Ebola grant funds and any variances from other line items.**

- **Approved a Letter of Understanding with the Teamsters 214 regarding wages effective October 1, 2016 and authorize the Health Officer and Personnel Committee members to sign it.**

August 2016

- **The BOH approved the wage increase for non-union personnel effective October 1, 2016 consistent with the Teamsters Local 214.**

- **Adopted new primary care services fees and a fee change for the Family Planning Program.**

- **Approved the new meningococcal fee.**

- **The BOH approved the Health Officer's Employment Agreement through September 30, 2017 including a wage increase consistent with the Teamsters Local 214 and nonunion personnel effective October 1, 2016.**

- **Approved the Associated Agreement for Physician Services as proposed from October 1, 2016 through September 30, 2019 and authorized B. Kellenberger to sign it.**

September 2015

- **The Board of Health approved the agency's FY 15/16 Amended Budget.**

- **Accepted the bid from Yeo & Yeo to conduct the agency's audits for FY 15/16 through FY 17/18.**

- **To address Montcalm County's health department budget shortfall of $109,514 for FY 16/17, the BOH authorized the agency to implement a mix of options such as implementing a surcharge on Environmental Health services in Montcalm County, requiring employees to take furlough days, a salary reduction for the Health Officer,**

leaving a portion of a WIC Peer Counselor position vacant, and paying off the Montcalm County building loan.

- **The BOH adopted a Blood Lead Test Fee of $15.00.**

Exhibit A
Position Summary
Montcalm County Resource Recovery Coordinator

Primary Position Goal: Maintain the current program's annual tasks while remaining responsive to Montcalm County residents and looking for educational opportunities.

Contract Deliverables *(prioritized)*

1. Coordinate County Recycling – coordination with vendor for recycling pick up, coordination with site location hosts, and monitoring of the sites for cleanliness and misuse. Routine visits to the collection sites are required. Also prepare the bid documents and review the bids for recycling services for a recommendation to the Solid Waste Committee.
2. Manage E-Waste Collection – includes ongoing coordination such as vendor bids, coordination with vendor for pick up, and monitoring of the site for cleanliness and misuse. Coordinate collection of applicable fees and providing monthly program/cost report.
3. Solid Waste Management Planning Committee – includes meeting coordination, agenda and minute formation, and presentation of events, results, initiatives. Present updates on program activities with a coordinators report.
4. Maintaining Positive Relationships with Municipalities, City and Village Managers, DPW staff, business owners, and Township Officials to assure continuity of the resource recovery events as well as assure positive impacts of the program.
5. Responding to Public/County Resident program inquiries – includes responding and providing any and all information regarding the program and its recycling opportunities.
6. Coordinate County Household Hazardous Waste (HHW) Collection Events – may include up to two collection events per contract period. Event coordination includes location, vendor bids, volunteer management, event promotion and event participation.
7. Public Education – education presentations to community stakeholders is desired. Past examples include Career Showcases, Leadership Montcalm, Radio Spots, Fair, Festivals, and schools.

General Guidelines for Program Operation

1. MMDHD provides oversight, supervision and administrative overhead for the position. MMDHD responsible for managing the contract deliverables.
2. Bills for services provided connected to specific vendor bids that are managed by the Resource Recovery Coordinator are reviewed by that position first for accuracy prior to submitting to Montcalm County (e.g., bill for pickup of HHW from lowest bidder/contract recipient for HHW collection event).
3. Bills for fixed services are routed directly to Montcalm County for payment (e.g., bill for pickup of recycling materials from collection sites from the contract).
4. E-Waste fee collection is processed at MMDHD prior to reimbursement to Montcalm County.
5. Upon Solid Waste Management Planning Committee approval, MMDHD may pursue grant activities/opportunities benefiting the Montcalm County Resource Recovery Program.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MICHIGAN AFIX SITE VISITS

Lisa Mikesell RN
Mid-Michigan District Health Department

BOARD OF HEALTH, DECEMBER 21, 2016

What is AFIX?

- The Assessment, Feedback, Incentives, Exchange (AFIX) approach used by local public health incorporates four key strategies proven reliable to improve providers' immunization service delivery and raise vaccination coverage levels
  - Assessment of the healthcare provider's vaccination coverage levels and immunization practices.
  - Feedback of results to the provider along with recommended strategies to improve processes, immunization practices, and coverage levels.
  - Incentives to recognize and reward improved performance.
  - eXchange of information which is also known as follow up with providers to monitor and support progress towards implementing quality improvement strategies and improving vaccination coverage levels.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
Michigan Department of Health & Human Services

The Purpose of AFIX

- Is to assist and support health care personnel by identifying low immunization rates, opportunities for improving immunization delivery practices, and ensuring that providers are:
  - Aware of and knowledgeable about their immunization rates and missed opportunities to vaccinate
  - Motivated to incorporate changes to their current practices
  - Ready to try new immunization service strategies
  - Capable of sustaining these new behaviors.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
Michigan Department of Health & Human Services

Data and Methods Used

- The Assessment and Feedback portions of the process are data-driven.
- Presenting and discussing the Assessment information is known as Feedback.
  - How Feedback is done is key to the success of the process.
  - Using the Assessment data during the Feedback session will help target practice areas that need to be improved.
  - Strategies for improvement will then be specific to the practice.
- The effectiveness of the Quality Improvement (QI) strategies can be measured during subsequent Assessments and the eXchange of Information or follow-up phase.
- The Incentives phase of the AFIX process may include methods that stimulate competition among provider sites, encourage provider participation and mutual support, recognize successful solutions, and promote improved immunization services and delivery.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
Michigan Department of Health & Human Services

History of AFIX

- Georgia Department of Public Health implemented a statewide program in 1986
- Consisted of annual Assessments of immunization records at its public health clinics
- Information fed back to clinic providers and their staff
  - Developed their own solutions to improve coverage
- Incentives included rank order listings of clinics by coverage level, awards for sites with the highest levels, and presentations by successful clinics at annual immunization meetings
- As a result, immunization coverage levels in Georgia public clinics increased from 40% to 91% between 1986 and 2001.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
Michigan Department of Health & Human Services

The Need for AFIX

- Variations in coverage levels exist in all age groups
- Nearly 98% of American-born infants begin well-child care in the U.S.
- Makes sense for public health to focus on providers
- AFIX focuses on sustainable improvements in service delivery
- It has been said that only those who provide care can, in the end, change care
- Vital to direct interventions to improve service delivery towards health care providers

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
Michigan Department of Health & Human Services

AFIX Mission, Goals and Objectives

- The overarching mission of AFIX is to improve pediatric and adolescent immunization rates and behaviors at the physician-provider level in Michigan.
- AFIX supports the mission by providing site visits to our VFC provider offices, reviewing the current coverage levels to the staff at the practices and also through creating a quality improvement plan for the practice.
- By creating the quality improvement plan at the AFIX site visit, specific objectives are identified as areas of improvement for the practice. These areas will encourage the staff to focus on increasing coverage and reducing missed opportunities for vaccination,
- The AFIX process is proven to be successful in consistently increasing immunization coverage levels and protecting people from vaccine-preventable diseases.
- Additionally, AFIX is part of the national Healthy People 2020 Targets promoting a 50% increase in the proportion of providers who have had vaccination coverage levels measured within the past year. Healthy People 2020 recognized that only through measuring and evaluating coverage rates can practices and clinics begin to assess their immunization behaviors and practice, creating goals and objectives, and ultimately increase coverage rates through vaccinating more people that come to their offices.

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

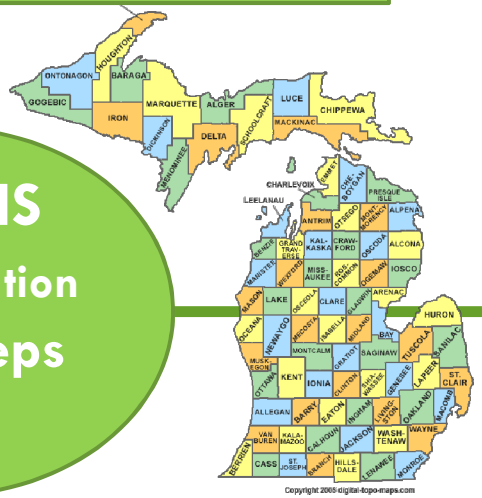
MDHHS
Michigan Department of Health & Human Services

Michigan Immunization Program

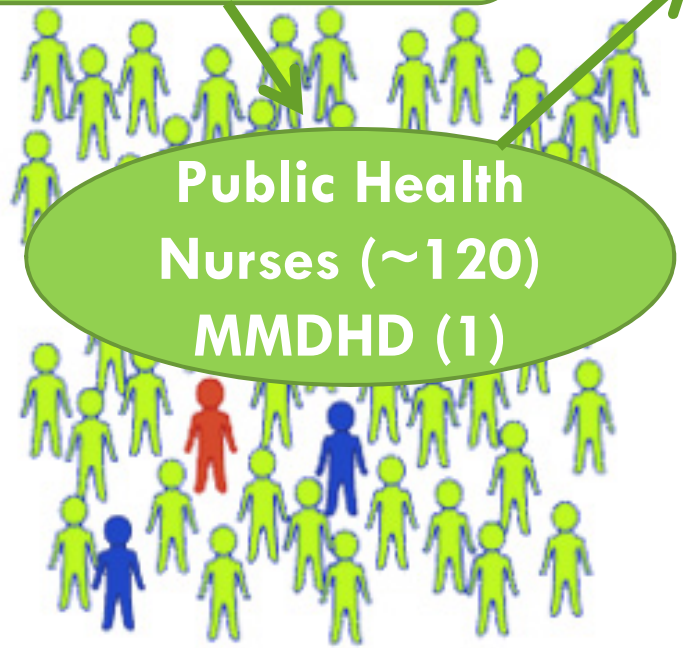
Centers for Disease Control and Prevention (CDC) NCIRD

Michigan (MDHHS)
AFIX Coordinator
VFC Coordinator
Epi's , IIS, Adult, Nurse Educator

MDHHS Immunization Field Reps (6)



Local Health Departments (45)



Public Health Nurses (~120) MMDHD (1)

VFC Provider Offices (~1250) MMDHD (27)

MDHHS
Michigan Department of Health & Human Services

State Level IIS (Immunization Information System) – AFIX Reports

- Michigan's IIS is the Michigan Care Improvement Registry (MCIR)
- MCIR staff programmed AFIX Reports in the MCIR
  - Copied CoCASA
  - ACIP (Advisory Committee Immunization Practices) recommendations
- Created an AFIX Basic Overview Report
  - Coverage level percentages
  - Missed opportunity numbers and percents

MDHHS
Michigan Department of Health & Human Services

Michigan - AFIX Basic Overview Reports

Pediatric Series – 4:3:1:3:3:1:4:2

03/04/2015 **AFIX Basic Overview MCIR Report** Page 1

[redacted]

People of age (months)	24 - 36	DTaP/DT/Td/Tdap	4	PCV	4
Compliance by	03/04/2015	IPV	3	Rotavirus	0
Select people by	Provider Id	MMR	1	HPV	0
Patient Status	Standard	HIB	3	HepA	2
Gender	All	HepB	3	Influenza	0
Missed Opportunities defined	On LAST immunization visit	Varicella	1	MCV	0
Total # of Patient Records Assessed	367				

Note: UTD = Up-To-Date for requested criteria

Coverage Levels:	#	%
4 Doses of DTaP	321	87
3 Doses of Polio	355	97
1 Doses of MMR	350	95
3 Doses of Hib	357	97
3 Doses of HepB	353	96
1 Doses of Var	347	95
4 Doses of PCV	344	94
2 Doses of HepA	241	66
Var Immunity	0	0
Up-To-Date	233	63

Information for Feedback and eXchange of Information:

# of Invalid Doses with series not complete:	17
# of Patients Missing Immunizations and Overdue:	117
# of Patients that need one visit to be UTD:	8
# of Patients that need only one dose to be UTD:	4
# of Patients not UTD that last immunization >= 12 months:	29
# of Patients not UTD with Missed Opportunity for simultaneous administration:	38 / 10%
# of Patients not UTD with patient status of Inactive Lost to Follow Up :	0

Adolescent Series – 1:2:3:2:1

03/04/2015 **AFIX Basic Overview MCIR Report** Page 1

[redacted]4)

People of age (months)	156 - 216	DTaP/DT/Td/Tdap	0	PCV	0
Compliance by	03/04/2015	IPV	1	Rotavirus	0
Select people by	Provider Id	MMR	2	HPV	0
Patient Status	Standard	HIB	0	HepA	0
Gender	All	HepB	3	Influenza	0
Missed Opportunities defined	On LAST immunization visit	Varicella	2	MCV	1
Total # of Patient Records Assessed	1224				

Note: UTD = Up-To-Date for requested criteria

Coverage Levels:	#	%
1 Doses of Polio	1212	99
2 Doses of MMR	1191	97
3 Doses of HepB	1184	97
2 Doses of Var	1168	95
1 Doses of MCV	1156	94
Var Immunity	29	2
Up-To-Date	1100	90

Information for Feedback and eXchange of Information:

# of Invalid Doses with series not complete:	9
# of Patients Missing Immunizations and Overdue:	124
# of Patients that need one visit to be UTD:	94
# of Patients that need only one dose to be UTD:	76
# of Patients not UTD that last immunization >= 12 months:	40
# of Patients not UTD with Missed Opportunity for simultaneous administration:	81 / 7%
# of Patients not UTD with patient status of Inactive Lost to Follow Up :	0

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

Michigan Immunization Program
Mid Michigan District Health Dept.

- **The Michigan state office provides much support to the local health department (LHD) nurses**
  - Packet of AFIX training materials
  - Annual Immunization Conferences
  - IAP Coordinator Meetings – twice yearly
  - Monthly calls between state and LHDs
    - VFC, MCIR, AFIX and other vaccine related items
    - Billing - administrative
  - Annual Site Visit trainings by Field Reps
  - Annual Webinars offered by AFIX Coordinator

https://www.cdc.gov/vaccines/programs/afix/about/overview.html

MDHHS
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CDC AFIX Resources

- The documents below are specific to 2016 AFIX visits conducted in Michigan. They were created by Michigan Department of Health and Human Services (MDHHS) Immunization staff and will assist with the quality and accuracy of the Michigan AFIX site visits.
  - AFIX QI 2016 Site Visits, Changes for 2016
  - AFIX Program Overview
  - AFIX Online Tool User Guide
  - 2016 Immunization QI AFIX Award Criteria

MDHHS
Michigan Department of Health & Human Services

Michigan Specific AFIX Resources

Michigan Department of Health & Human Services
Division of Immunization
2016 Immunization Quality Improvement
AFIX Awards

The providers who are going to receive Immunization Quality Improvement AFIX Awards during the 2016 Michigan Regional Immunization Conferences are listed on pages 2-4.

There are four categories (2 pediatric and 2 adolescent) for the awards. The providers listed have met or exceeded the category criteria that are listed below. The data was retrieved from the Michigan Care Improvement Registry (MCIR) as of June 2016. Staff from these offices, attending the 2016 conferences, will be given green AFIX Award ribbons to wear on their name tags and the practice/clinic will receive a framed certificate to display in their waiting area. If you are attending one of the conferences and you see someone wearing the green ribbon, please congratulate them and ask them a question about their immunization activities and strategies in their practice that have resulted in high coverage levels.

The Michigan AFIX Quality Improvement program is focused on quality improvement of immunizations. The process reviews not only vaccine coverage levels, but also the challenges and barriers occurring at practices. A quality improvement plan is

State provides guidance to LHD

AFIX Program Overview

Assessment
Incentives AFIX eXchange
Feedback

Michigan Department of Health & Human Services
Division of Immunization

AFIX Online Tool User Guide

Assessment
Incentives AFIX eXchange
Feedback

Version 3.0
Effective January 2016

Michigan AFIX Quality Improvement (QI) 2016 Site Vis

Changes for 2016 AFIX Site Visits

1. **Reviewer Information:** The AFIX Online Tool requires education level of the reviewer. For all reviewers that have an RN license. Select "***Other please specify***" and enter RN along with the education level. Example: RN, AND (RN with an Associate Nursing Degree) RN, BSN (RN with Bachelor Science Nursing degree)

2. **Questionnaire:** The selected QI is now available for selection at both the Childhood and the Adolescent separately. Once a QI is selected, expand QI steps will appear. QI Steps can be used to further support the QI area selected. The QI selected and the QI steps selected will auto populate the QI action plan.

3. **Quality Improvement Action Plans.** The 2016 AFIX Online Tool has the Quality Improvement Action Plan programmed into the questionnaire tab. The **QI action plan** will auto populate with the checked QI areas and the action steps, *after SAVE is clicked.*

4. **Pediatric vaccine series.** The AFIX Online Tool will contain fields for two pediatric vaccine series; 43133314 and 43133142. Please assure that the proper coverage level is entered into the proper field. *As of February 5, 2016, the 43133142 is not yet available for data entry.*

5. **AFIX Follow Up Visits.** The eXchange tab contains information for AFIX Follow Up visits. It is recommended that AFIX Follow Up visits occur at the minimum *3 months from the date of the site visit.* They are required to be conducted within 6 months from the date of site visit. *The method of AFIX Follow Up visits (in person at the provider office or via a phone call) is now entered on the eXchange tab.*

http://www.michigan.gov/mdhhs/0,5885,7-339-73971_4911_4914_68361-331915--,00.html

AFIX QI Plan

QI ACTION PLAN FOR ABC PEDS - 2/2/2016

1. Site Visit Information

Provider name:	ABC Peds	**Provider type:**	Private facility
VFC Pin #:	mia030000	**Site Reviewer:**	Kim Alder
Assessment date:	2/2/2016	**Ages assessed:**	Childhood: 24-36 months Adolescent: 156-216 months

Strategies to Increase the Quality of Immunization Services

Quality Improvement Strategy	Standard Action Steps	Additional Actions	Initial eXchange (Follow-up Date)	Additional Resources
1: Do you have a reminder/recall process in place for pediatric/adolescent patients?	• Utilize the IIS to run and send reminder/recall notifications to child and adolescent patients	Jane, practice manager, in one month will contact the MCIR regional office for training of generating recall letters from the MCIR. This practice committed to generating and mailing recall letters for children 24-36 months not up to date for the complete series, including Hepatitis A.		***American Academy of Pediatrics*** **Immunization Reminder & Recall Systems** http://www2.aap.org/immunization/pediatricians/pdf/ReminderRecall.pdf **Using registry to do reminder/recall** http://www.immregistries.org/resources/AIRA-MIROW-RR_miniguide.pdf ***Sending patient reminders through electronic health record:*** http://www.healthit.gov/providers-professionals/achieve-meaningful-use/menu-measures/patient-reminders
3: Do you routinely measure your clinic's pediatric/adolescent immunization coverage levels and share the results with your staff?	• Designate a point person for measuring coverage levels and tracking progress. • Share coverage rates with clinic staff, discus results and evaluate progress.	Jane states she will generate coverage levels for both pediatric and adolescent patients between the 1st and 7th day of each month. The coverage levels will be reviewed with all clinical staff, including physicians. This will start March 2016.		***CDC AFIX Resources*** **Immunization Report Card (coming soon!)** https://csams.cdc.gov/PAPA/AFIX/afixReports.aspx ***Immunization Action Coalition*** **Huddle your way to better immunization rates** https://www.aap.org/en-us/Documents/hpvtoolkit_teamhuddle_hpv_2015_may.pdf
6: Do you have a system in place to schedule wellness visits for patients at 11-12 years of age?	• Designate a point person to your clinic's reminder efforts for scheduling adolescent wellness visits.	The front desk staff will call families of 11-12 year olds that do not show for a scheduled visit. The patient will receive another visit date within 30 days of the missed visit date. This will start March 2016.		**Immunization Schedule 7-18 years** http://www.cdc.gov/vaccines/who/teens/downloads/parent-version-schedule-7-18yrs.pdf ***American Academy of Pediatrics*** **Immunization Reminder & Recall Systems** http://www2.aap.org/immunization/pediatricians/pdf/ReminderRecall.pdf

Michigan Immunization Program
Mid Michigan District Health Dept.

- **How to provide an effective AFIX Follow-Up visit**
  - Developed a new approach
    - Give an AFIX history
      - Discuss the four components of AFIX
      - Printed information from the CDC website to guide me with talking points to provider staff
    - Emphasize that AFIX is Quality Improvement
      - Nothing new for the practice – just using different words
      - Strengthens the existing protocols in the practice
    - Ultimate Goal is to Vaccinate more Patients
      - Increases coverage levels

MDHHS
Michigan Department of Health & Human Services

Michigan Immunization Program
Mid Michigan District Health Dept.

- **How to provide an effective AFIX Follow-Up session**
  - Be Clear, Concise and Confident
    - But not over confident or arrogant
    - Reinforce the trust in the relationship between me and the staff at the practice
  - Describe and explain the AFIX reports
    - Assure the practice understands how to interpret AFIX reports
    - Do they know how to read them after I leave?

MDHHS
Michigan Department of Health & Human Services

Michigan Immunization Program
Mid Michigan District Health Dept.

- **Examples of an effective AFIX Follow-Up visit**
  - Schedule prior to leaving the original site visit
  - E-mail the practice after the site visit
    - Remind them of what to work on (QI Plan)
    - Remind them about the date of the Follow-Up visit
  - After Follow-Up visit
    - New AFIX reports
    - Updated QI Plan with progress noted
    - Summary of changes in the coverage levels and missed opportunity percentages

MDHHS
Michigan Department of Health & Human Services

Michigan Immunization Program
Mid Michigan District Health Dept.

- **What makes an AFIX Follow-Up visit a success?**
  - Phrasing the discussion that makes the staff know they are an important part of increasing immunization rates
    - Providers have a huge impact on the patients accepting immunizations
    - Patients more likely to listen and follow the doctors recommendation
  - Explaining that AFIX is just a way to assess QI
    - Not intended to create more work for the practice
    - Provider "buy-in"
  - Sending information to the practice
    - Snail mail or E-mail
      - Letter, AFIX report, QI Plan and summary of visit
    - After the original site visit AND after the follow-up visit

MDHHS
Michigan Department of Health & Human Services

Michigan Immunization Program
Mid Michigan District Health Dept.

- **Obstacles to AFIX Follow-Up visits**
  - Public Health Nurses
    - Not necessarily comfortable with AFIX style
  - Provider staff being called away for other duties
  - Staff turnover at the practice
    - Follow-Up visit is with a different staff person

MDHHS
Michigan Department of Health & Human Services

Michigan AFIX Visits

Lisa Mikesell RN

Public Health Nurse

Mid-Michigan

District Health Department

MDHHS

Michigan Department of Health & Human Services

Neonatal Drug Withdrawal among Michigan Infants

- When mothers use illicit or prescription drugs during the pregnancy, infants can present with drug withdrawal symptoms after birth, called neonatal withdrawal syndrome (NWS).
- The risk for NWS is greatest when the mother uses prescription pain relievers known as opioids analgesics or heroin during the pregnancy.[1,2]
- Between 2000 and 2009, there were a total of 1,509 infants in Michigan hospitalized with a diagnosis of NWS*.

*NWS was identified using the ICD-9-CM diagnosis code 779.5

Figure 1. Rate of Neonatal Withdrawal Syndrome by Year among Michigan Infants, 2000-2009

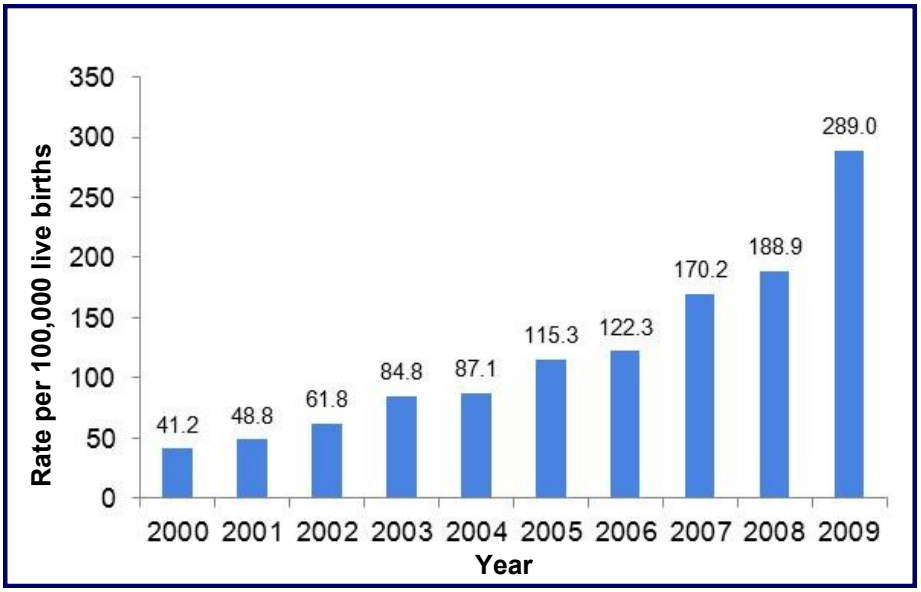
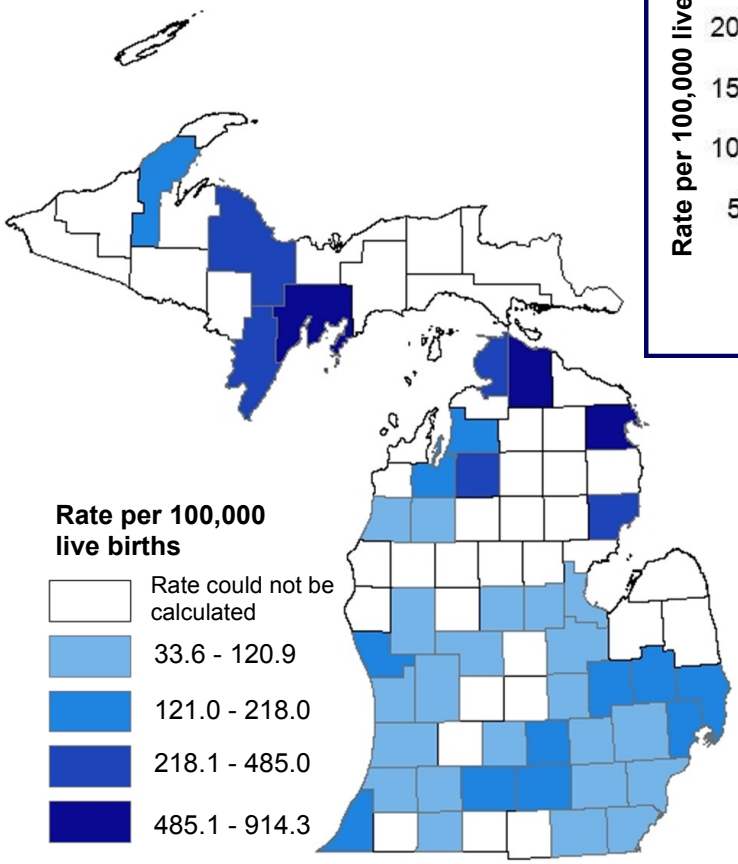


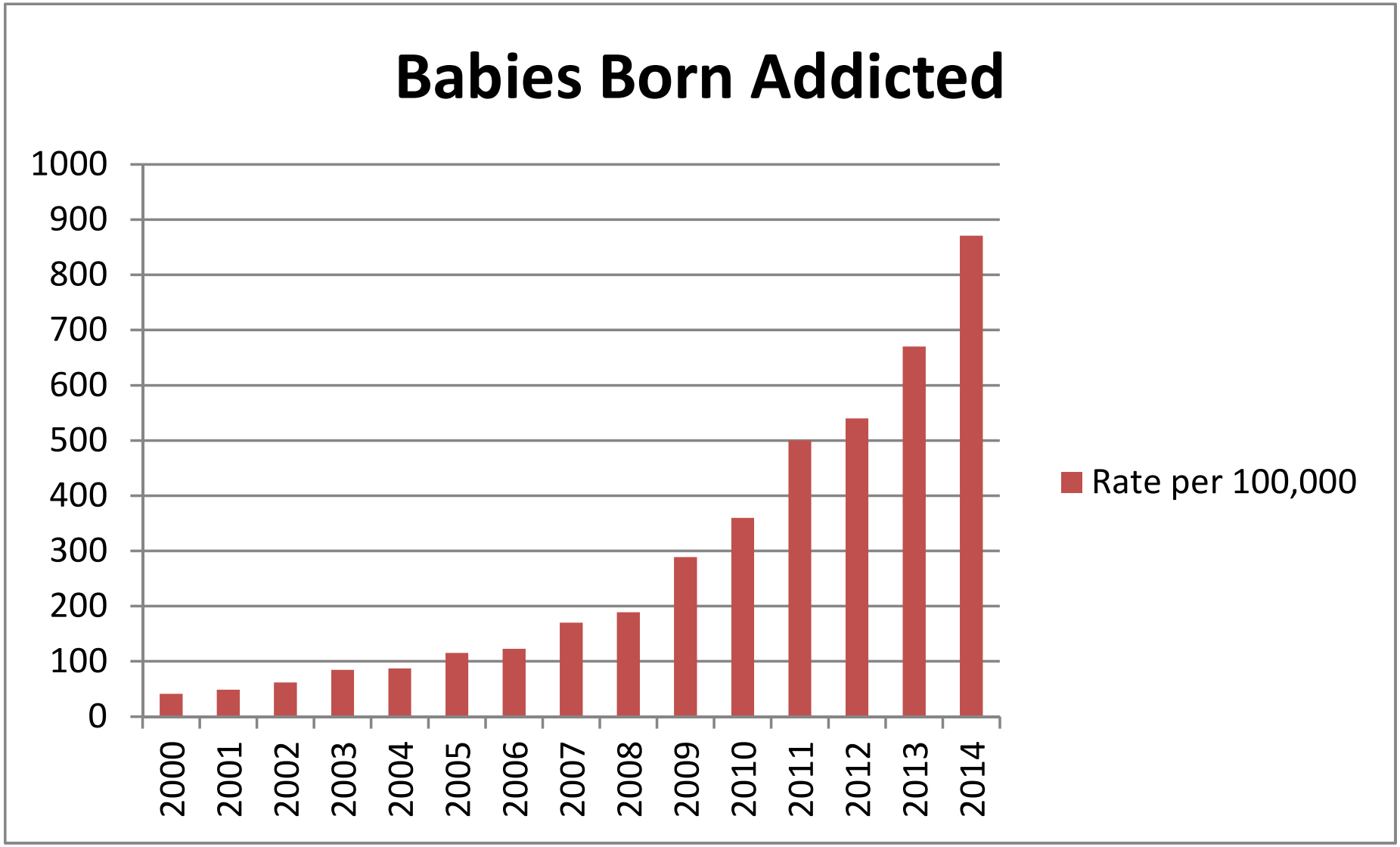
Figure 2. Rate of Neonatal Withdrawal Syndrome among Michigan Infants by County, 2000-2009



- The rate of NWS among Michigan infants increased from 41.2 to 289.0 per 100,000 live births from 2000 to 2009, representing a 601% increase (Figure 1).
- Rates of NWS between 2000 and 2009 varied by county (Figure 2). The highest county rates were in northern portion of the Lower Peninsula and the Upper Peninsula.
- NWS infants have longer hospital stays, which cost over $35 million between 2000 and 2009.[3]

References: 1.O'Donnell M, Nassar N, Leonard H, et al. Increasing prevalence of neonatal withdrawal syndrome: population study of maternal factors and child protection involvement. *Pediatrics.* Apr 2009;123(4):e614-621. 2. Wagner CL, Katikaneni LD, Cox TH, Ryan RM. The impact of prenatal drug exposure on the neonate. *Obstet Gynecol Clin North Am.* Mar 1998;25(1):169-194. 3.Hekman K et.al. Neonatal withdrawal syndrome, Michigan, 2000-2009. *Am J Prev Med.* 2013; 45(1): 113-117.

Produced by: Bureau of Disease Control, Prevention, & Epidemiology. Data Sources: Live Birth Certificates & Michigan Inpatient Database. Data provided by the Division for Vital Records and Health Statistics.
For more information, visit: www.michigan.gov/substanceabuseepi.


Babies Born Addicted
1000
900
800
700
600
500
400
300
200
100
0
2000
2001
2002
2003
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
Rate per 100,000

Rural drug use affecting infants

By The Associated Press

CHICAGO — A surge in U.S infants born with symptoms of withdrawal from heroin or strong prescription painkillers is driven largely by rising drug use among women in rural areas, a new study found.

The problem in urban and rural areas was about the same in 2004 — about 1 in 1,000 births were affected. But by 2013, the rural rate had climbed to almost 8 in 1,000. In urban areas, it reached 5 per 1,000 births.

The rates correspond with women's use of opioid drugs during pregnancy. This includes use or misuse of oxycodone and other prescription opioid painkillers, and use of illegal narcotics.

Newborns whose mothers use these drugs during pregnancy are at risk for seizures, excessive crying, problems with breathing, sleeping and feeding and other withdrawal symptoms. Treatment sometimes includes methadone and babies may need to be hospitalized for weeks or months.

The study, led by University of Michigan researchers, found that about 21 percent of U.S newborns with withdrawal symptoms in 2013 were from rural counties, up from 13 percent in 2004.

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MID-MICHIGAN DISTRICT BOARD OF HEALTH

Action Items
November 2016

- The Board of Health (BOH) approved the use of the Equipment and Technology fund balance to cover the FY 15/16 deficit of $190,258.21 (which had earlier been approved by the Board).

- Effective January 1, 2017, facilities that serve water to the public via a well will be required to follow a new testing schedule under the Revised Total Coliform Rule (rTCR). The BOH approved a new Level Two (L2) Assessment Contract Fee of $130 for those who wish to have the Mid-Michigan District Health Department (MMDHD) due their testing.

- The BOH approved the Montcalm County Resource Recovery Agreement and authorized the Board Chair to sign it.

- The BOH adopted the following Monthly Healthy Living Recommendation for December:

  - ✓ *Continue routine Hepatitis A vaccination of all children at one year of age.*
  - ✓ *Due to increased travel and globalization of food, all individuals should strongly consider getting hepatitis A vaccination.*
  - ✓ *Enjoy produce safely (http://www.fightbac.org/food-safety-education/safe-produce/).*

- The agency's Administrative Emergency Preparedness Plan was adopted as policy by the BOH.

STAFFING CHANGES

DECEMBER – 2016

AS

STATUS	POSITION	BRANCH OFFICE
	No changes.	

CHED

STATUS	POSITION	BRANCH OFFICE
	No changes.	

EH

STATUS	POSITION	BRANCH OFFICE
	No changes.	