



**CLINTON OFFICE**  
 1307 E. Townsend Rd.  
 Saint Johns, MI 48879-9036  
 (989) 224-2195

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 151 Commerce Dr.  
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**MONTCALM OFFICE**  
 615 N. State St.  
 Stanton, MI 48888-9702  
 (989) 831-5237

|                         |                          |               |                  |
|-------------------------|--------------------------|---------------|------------------|
| <b>BOARD OF HEALTH:</b> | Bruce DeLong             | George Bailey | Michael R. Beach |
|                         | Dwight Washington, Ph.D. | Chuck Murphy  | Adam Petersen    |

MID-MICHIGAN DISTRICT HEALTH DEPARTMENT (MMDHD)  
 BOARD OF HEALTH  
 FINANCE COMMITTEE MEETING

Wednesday, September 22, 2021  
 8:30 a.m.

Board of Health and staff are invited to participate remotely due to the highly contagious COVID-19 virus. To participate by video, access Zoom at the following link: <https://us02web.zoom.us/j/84666735394?pwd=TXpMSGErRnk1dncyb2hHeFBFditTQT09> and use **Meeting ID 846 6673 5394; Passcode 199616**. To participate by phone, call **1-312-626-6799**; then enter the Meeting ID.

**AGENDA**

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

**COMMITTEE MEMBERS:** Bruce DeLong, Adam Petersen, and George Bailey (Chairperson)

**STAFF:** Mari E. (Liz) Braddock, Health Officer; Melissa Selby, Director of Administrative Services; and Cynthia Partlo, Board Secretary

- A. MMDHD’s Expenses for August 14 through September 10, 2021 – **Included.**
- B. MMDHD’s Monthly Balance Sheet, Revenue and Expenditure Report for August 2021 and FY 20/21 Amended Budget – **Handout.**
- C. Municipal Employees’ Retirement System (MERS) 2020 Actuarial Valuation Report
- D. Full-Time Public Health Representative (PHR) Position for Environmental Health (EH) – **Included.**
- E. Bank Signatures on MMDHD Accounts – **Included.**
- F.

**MONTHLY EXPENSES FOR  
August 14, 2021 - September 10, 2021**

|                |                  |                             |
|----------------|------------------|-----------------------------|
| <i>EV 1959</i> | <i>8/27/2021</i> | <i>\$ 215,165.12</i>        |
| <i>EV 1960</i> | <i>9/10/2021</i> | <i><u>\$ 231,119.78</u></i> |
| <b>TOTAL</b>   |                  | <b>\$ 446,284.90</b>        |

# Mid-Michigan District HEALTH DEPARTMENT

CLINTON • GRATIOT • MONTCALM

**Expense Voucher # 1959**

**8/27/2021**

**Payables**

|                      |                  |    |                    |
|----------------------|------------------|----|--------------------|
| ACH Direct Deposit   |                  |    |                    |
|                      | 106899           |    |                    |
| Check #              | Acumatica Checks |    |                    |
|                      | 106925           |    |                    |
| AP EV1958 original   |                  | \$ | <b>57,675.83</b>   |
| AP EV1958 correction |                  | \$ | <b>(49,918.80)</b> |
|                      |                  | \$ | <b>49,068.80</b>   |

**Payroll**

|                                 |        |    |            |
|---------------------------------|--------|----|------------|
| AFLAC Employee Deduction        |        |    |            |
| Ameriprise NBS                  |        | \$ | 547.04     |
| MERS 457                        |        | \$ | 85.00      |
| MERS Defined Benefit - Employee |        | \$ | 1,520.00   |
| Nationwide                      |        | \$ | 3,961.44   |
| EFT Payroll Tax                 |        | \$ | 1,850.00   |
| Federal                         |        | \$ | 32,827.08  |
| State                           |        | \$ | 5,173.51   |
| MERS Defined Benefit - Employer | Jul-21 | \$ | -          |
| Direct Deposit Payroll          |        | \$ | 103,088.50 |
| Direct Deposit HSA              |        | \$ | 9,181.62   |

**Fees**

|                   |        |    |        |
|-------------------|--------|----|--------|
| TCF Bank Interest |        |    |        |
|                   | Jul-21 | \$ | (0.78) |
| TCF e-Banking fee | Jul-21 | \$ | 105.88 |

**TOTAL** **\$ 215,165.12**

AP Payment Register

| Account   | Description         |                         |   |                 |                                       |                              |                   |
|-----------|---------------------|-------------------------|---|-----------------|---------------------------------------|------------------------------|-------------------|
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106899              | Closed                  | 8/27/2021                                     | FOUR01          | 4IMPRINT, INC                         | 0.00                         | 524.85            |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | 9161373                 | JUMP ROPES                                    | 524.85          | USD                                   | 0.00                         | 524.85            |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>524.85</b>     |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>524.85</b>     |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>524.85</b>     |
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106900              | Closed                  | 8/27/2021                                     | ADAM01          | ADAMS OUTDOOR ADVERTISING OF MICHIGAN | 0.00                         | 15,150.00         |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | 08210332                | MEDIA CONTRACT FOR BILLBOARDS                 | 15,150.00       | USD                                   | 0.00                         | 15,150.00         |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>15,150.00</b>  |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>15,150.00</b>  |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>15,150.00</b>  |
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106901              | Closed                  | 8/27/2021                                     | BAIL02          | BAILEY'S                              | 0.00                         | 228.50            |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | 21.10718                | CHLORINE & QUAT TAPES, DISHWASHER TEMP LABELS | 228.50          | USD                                   | 0.00                         | 228.50            |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>228.50</b>     |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>228.50</b>     |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>228.50</b>     |
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106902              | Closed                  | 8/27/2021                                     | BROM01          | BROMBERG & ASSOCIATES                 | 0.00                         | 34.84             |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | 17147                   | JULY SPANISH TRANSLATING                      | 34.84           | USD                                   | 0.00                         | 34.84             |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>34.84</b>      |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>34.84</b>      |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>34.84</b>      |
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106903              | Closed                  | 8/27/2021                                     | CAPI01          | CAPITAL AREA UNITED WAY               | 0.00                         | 30.84             |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | 082021                  | AUGUST EMPLOYEE DONATIONS                     | 30.84           | USD                                   | 0.00                         | 30.84             |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>30.84</b>      |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>30.84</b>      |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>30.84</b>      |
| CASH AP   | CASH ACCOUNT FOR AP |                         |   |                 |                                       |                              |                   |
| Doc. Type | Payment Ref.        | Status                  | Date  | Vendor          | Vendor Name                           | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106904              | Closed                  | 8/27/2021                                     | CDWG01          | CDW GOVERNMENT, INC.                  | 0.00                         | 179.11            |
| Doc. Type | Branch              | Vendor Ref.             | Description                                   | Original Amount | Currency                              | Discount Taken               | Amount Paid       |
| BILL      |                     | G555675                 | DISPLAYPORT CABLE                             | 45.12           | USD                                   | 0.00                         | 45.12             |
| BILL      |                     | H815954,G583797,G646929 | USB CABLES, BLUETOOTH MOUSE                   | 133.99          | USD                                   | 0.00                         | 133.99            |
|           |                     |                         |   |                 |                                       | <b>Document Total:</b>       | <b>179.11</b>     |
|           |                     |                         |   |                 |                                       | <b>Payment Method Total:</b> | <b>179.11</b>     |
|           |                     |                         |   |                 |                                       | <b>Cash Account Total:</b>   | <b>179.11</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |   |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|---|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name                             | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106905       | Closed      | 8/27/2021   | CENT02          | CENTRAL MICHIGAN DIST HEALTH DEPARTMENT | 0.00                         | 15,835.58         |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency                                | Discount Taken               | Amount Paid       |
| BILL                        |              | 07312021    | JULY MD     | 15,835.58       | USD                                     | 0.00                         | 15,835.58         |
|                             |              |             |             |                 |   | <b>Document Total:</b>       | <b>15,835.58</b>  |
|                             |              |             |             |                 |   | <b>Payment Method Total:</b> | <b>15,835.58</b>  |
|                             |              |             |             |                 |   | <b>Cash Account Total:</b>   | <b>15,835.58</b>  |

| CASH AP CASH ACCOUNT FOR AP |              |             |                       |                 |  |                              |                   |
|-----------------------------|--------------|-------------|-----------------------|-----------------|--|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date                  | Vendor          | Vendor Name                              | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106906       | Closed      | 8/27/2021             | CLIN01          | CLINTON COUNTY ADMINISTRATION/ACCOUNTING | 0.00                         | 1,966.66          |
| Doc. Type                   | Branch       | Vendor Ref. | Description           | Original Amount | Currency                                 | Discount Taken               | Amount Paid       |
| BILL                        |              | AC-2021-026 | SEPTEMBER DENTAL RENT | 1,966.66        | USD                                      | 0.00                         | 1,966.66          |
|                             |              |             |                       |                 |  | <b>Document Total:</b>       | <b>1,966.66</b>   |
|                             |              |             |                       |                 |  | <b>Payment Method Total:</b> | <b>1,966.66</b>   |
|                             |              |             |                       |                 |  | <b>Cash Account Total:</b>   | <b>1,966.66</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |                         |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|-------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name             | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106907       | Closed      | 8/27/2021   | COVE01          | COVENANT MEDICAL CENTER | 0.00                         | 21.42             |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency                | Discount Taken               | Amount Paid       |
| BILL                        |              | 17221061    | LAB         | 21.42           | USD                     | 0.00                         | 21.42             |
|                             |              |             |             |                 |                         | <b>Document Total:</b>       | <b>21.42</b>      |
|                             |              |             |             |                 |                         | <b>Payment Method Total:</b> | <b>21.42</b>      |
|                             |              |             |             |                 |                         | <b>Cash Account Total:</b>   | <b>21.42</b>      |

| CASH AP CASH ACCOUNT FOR AP |              |               |                      |                 |                          |                              |                   |
|-----------------------------|--------------|---------------|----------------------|-----------------|--------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status        | Date                 | Vendor          | Vendor Name              | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106908       | Closed        | 8/27/2021            | DELT01          | DELTA DENTAL OF MICHIGAN | 0.00                         | 4,670.62          |
| Doc. Type                   | Branch       | Vendor Ref.   | Description          | Original Amount | Currency                 | Discount Taken               | Amount Paid       |
| BILL                        |              | RIS0003643174 | SEPTEMBER DENTAL INS | 4,670.62        | USD                      | 0.00                         | 4,670.62          |
|                             |              |               |                      |                 |                          | <b>Document Total:</b>       | <b>4,670.62</b>   |
|                             |              |               |                      |                 |                          | <b>Payment Method Total:</b> | <b>4,670.62</b>   |
|                             |              |               |                      |                 |                          | <b>Cash Account Total:</b>   | <b>4,670.62</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |                         |                 |                         |                              |                   |
|-----------------------------|--------------|-------------|-------------------------|-----------------|-------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date                    | Vendor          | Vendor Name             | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106909       | Closed      | 8/27/2021               | LINC01          | LINCOLN FINANCIAL GROUP | 0.00                         | 2,923.16          |
| Doc. Type                   | Branch       | Vendor Ref. | Description             | Original Amount | Currency                | Discount Taken               | Amount Paid       |
| BILL                        |              | 09012021    | SEPTEMBER LIFE/LTD/AD&D | 2,923.16        | USD                     | 0.00                         | 2,923.16          |
|                             |              |             |                         |                 |                         | <b>Document Total:</b>       | <b>2,923.16</b>   |
|                             |              |             |                         |                 |                         | <b>Payment Method Total:</b> | <b>2,923.16</b>   |
|                             |              |             |                         |                 |                         | <b>Cash Account Total:</b>   | <b>2,923.16</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |   |                 |                  |                              |                   |
|-----------------------------|--------------|-------------|---|-----------------|------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date  | Vendor          | Vendor Name      | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106910       | Closed      | 8/27/2021   | MCKE01          | MCKESSON MEDICAL | 0.00                         | 712.87            |
| Doc. Type                   | Branch       | Vendor Ref. | Description   | Original Amount | Currency         | Discount Taken               | Amount Paid       |
| BILL                        |              | 18385060    | POTASSIUM HYDROXIDE   | 42.51           | USD              | 0.00                         | 42.51             |
| BILL                        |              | 18369064    | LIDOCAINE, SODIUM CHLORIDE, TUBES, VITAMIN B6, BLOOD COLLECTION S | 670.36          | USD              | 0.00                         | 670.36            |
|                             |              |             |   |                 |                  | <b>Document Total:</b>       | <b>712.87</b>     |
|                             |              |             |   |                 |                  | <b>Payment Method Total:</b> | <b>712.87</b>     |
|                             |              |             |   |                 |                  | <b>Cash Account Total:</b>   | <b>712.87</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |                        |                      |                 |                |                              |                   |
|-----------------------------|--------------|------------------------|----------------------|-----------------|----------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status                 | Date                 | Vendor          | Vendor Name    | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106911       | Closed                 | 8/27/2021            | MERC01          | MERCK & CO INC | 0.00                         | 3,875.58          |
| Doc. Type                   | Branch       | Vendor Ref.            | Description          | Original Amount | Currency       | Discount Taken               | Amount Paid       |
| BILL                        |              | 7015511551, 7015511552 | HEP A ADULT/PED, MMR | 3,875.58        | USD            | 0.00                         | 3,875.58          |
|                             |              |                        |                      |                 |                | <b>Document Total:</b>       | <b>3,875.58</b>   |
|                             |              |                        |                      |                 |                | <b>Payment Method Total:</b> | <b>3,875.58</b>   |
|                             |              |                        |                      |                 |                | <b>Cash Account Total:</b>   | <b>3,875.58</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |                             |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|-----------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name                 | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106912       | Closed      | 8/27/2021   | MICH11          | MICHIGAN NURSES ASSOCIATION | 0.00                         | 647.35            |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency                    | Discount Taken               | Amount Paid       |
| BILL                        |              | 082021      | AUGUST DUES | 647.35          | USD                         | 0.00                         | 647.35            |
|                             |              |             |             |                 |                             | <b>Document Total:</b>       | <b>647.35</b>     |
|                             |              |             |             |                 |                             | <b>Payment Method Total:</b> | <b>647.35</b>     |
|                             |              |             |             |                 |                             | <b>Cash Account Total:</b>   | <b>647.35</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                  |                 |                      |                              |                   |
|-----------------------------|--------------|-------------|------------------|-----------------|----------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date             | Vendor          | Vendor Name          | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106913       | Closed      | 8/27/2021        | MIDWAY          | MIDWAY DENTAL SUPPLY | 0.00                         | 270.40            |
| Doc. Type                   | Branch       | Vendor Ref. | Description      | Original Amount | Currency             | Discount Taken               | Amount Paid       |
| BILL                        |              | 2017861     | FLUORIDE VARNISH | 270.40          | USD                  | 0.00                         | 270.40            |
|                             |              |             |                  |                 |                      | <b>Document Total:</b>       | <b>270.40</b>     |
|                             |              |             |                  |                 |                      | <b>Payment Method Total:</b> | <b>270.40</b>     |
|                             |              |             |                  |                 |                      | <b>Cash Account Total:</b>   | <b>270.40</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                   |                 |  |                              |                   |
|-----------------------------|--------------|-------------|-------------------|-----------------|--|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date              | Vendor          | Vendor Name                                    | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106914       | Closed      | 8/27/2021         | NATI05          | NATIONAL REGISTRY OF FOOD SAFETY PROFESSIONALS | 0.00                         | 400.00            |
| Doc. Type                   | Branch       | Vendor Ref. | Description       | Original Amount | Currency                                       | Discount Taken               | Amount Paid       |
| BILL                        |              | INV114625   | FOOD SAFETY EXAMS | 400.00          | USD  | 0.00                         | 400.00            |
|                             |              |             |                   |                 |  | <b>Document Total:</b>       | <b>400.00</b>     |
|                             |              |             |                   |                 |  | <b>Payment Method Total:</b> | <b>400.00</b>     |
|                             |              |             |                   |                 |  | <b>Cash Account Total:</b>   | <b>400.00</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |                          |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|--------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name              | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106915       | Closed      | 8/27/2021      | ODYS01          | ODYSSEY MANAGED SERVICES | 0.00                         | 731.50            |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency                 | Discount Taken               | Amount Paid       |
| BILL                        |              | IV02431     | JULY UKG READY | 731.50          | USD                      | 0.00                         | 731.50            |
|                             |              |             |                |                 |                          | <b>Document Total:</b>       | <b>731.50</b>     |
|                             |              |             |                |                 |                          | <b>Payment Method Total:</b> | <b>731.50</b>     |
|                             |              |             |                |                 |                          | <b>Cash Account Total:</b>   | <b>731.50</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                    |                 |                    |                              |                   |
|-----------------------------|--------------|-------------|--------------------|-----------------|--------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date               | Vendor          | Vendor Name        | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106916       | Closed      | 8/27/2021          | ROLS01          | ROLSTON LOCK & KEY | 0.00                         | 50.00             |
| Doc. Type                   | Branch       | Vendor Ref. | Description        | Original Amount | Currency           | Discount Taken               | Amount Paid       |
| BILL                        |              | 817876      | LOCKSMITH SERVICES | 50.00           | USD                | 0.00                         | 50.00             |
|                             |              |             |                    |                 |                    | <b>Document Total:</b>       | <b>50.00</b>      |
|                             |              |             |                    |                 |                    | <b>Payment Method Total:</b> | <b>50.00</b>      |
|                             |              |             |                    |                 |                    | <b>Cash Account Total:</b>   | <b>50.00</b>      |

| CASH AP                      |              | CASH ACCOUNT FOR AP |   |                 |             |                |                   |  |
|------------------------------|--------------|---------------------|---|-----------------|-------------|----------------|-------------------|--|
| Doc. Type                    | Payment Ref. | Status              | Date  | Vendor          | Vendor Name | Doc. Balance   | Orig. Doc. Amount |  |
| CHECK                        | 106917       | Closed              | 8/27/2021                                   | STAP01          | STAPLES     | 0.00           | 816.43            |  |
| Doc. Type                    | Branch       | Vendor Ref.         | Description                                 | Original Amount | Currency    | Discount Taken | Amount Paid       |  |
| BILL                         |              | 3482459743          | ANTI FATIGUE MAT                            | 55.99           | USD         | 0.00           | 55.99             |  |
| BILL                         |              | 3482459744          | XEROX BLACK TONER                           | 91.39           | USD         | 0.00           | 91.39             |  |
| BILL                         |              | 3482459742          | HP INK, LEGAL PADS, MEMORY FOAM CUSHION     | 111.42          | USD         | 0.00           | 111.42            |  |
| BILL                         |              | 3482972951          | MANILA FOLDERS, FASTENERS, INDEX DIVIDERS,  | 105.93          | USD         | 0.00           | 105.93            |  |
| BILL                         |              | 3482896847          | TRICOLOR INK                                | 146.80          | USD         | 0.00           | 146.80            |  |
| BILL                         |              | 3482972954          | PAPER                                       | 173.40          | USD         | 0.00           | 173.40            |  |
| BILL                         |              | 3483830317          | BUSINESS CARDS                              | 31.63           | USD         | 0.00           | 31.63             |  |
| BILL                         |              | 3483275760          | ZIPLOCK BAGS, TAPE, HILITERS, 6X9 ENVELOPES | 99.87           | USD         | 0.00           | 99.87             |  |
| <b>Document Total:</b>       |              |                     |   |                 |             | <b>0.00</b>    | <b>816.43</b>     |  |
| <b>Payment Method Total:</b> |              |                     |   |                 |             | <b>0.00</b>    | <b>816.43</b>     |  |
| <b>Cash Account Total:</b>   |              |                     |   |                 |             | <b>0.00</b>    | <b>816.43</b>     |  |

| CASH AP                      |              | CASH ACCOUNT FOR AP |                  |                 |             |                |                   |  |
|------------------------------|--------------|---------------------|------------------|-----------------|-------------|----------------|-------------------|--|
| Doc. Type                    | Payment Ref. | Status              | Date             | Vendor          | Vendor Name | Doc. Balance   | Orig. Doc. Amount |  |
| CHECK                        | 106918       | Closed              | 8/27/2021        | STAT01          | STATCOURIER | 0.00           | 2,047.50          |  |
| Doc. Type                    | Branch       | Vendor Ref.         | Description      | Original Amount | Currency    | Discount Taken | Amount Paid       |  |
| BILL                         |              | 1019-2478           | JULY LAB COURIER | 2,047.50        | USD         | 0.00           | 2,047.50          |  |
| <b>Document Total:</b>       |              |                     |                  |                 |             | <b>0.00</b>    | <b>2,047.50</b>   |  |
| <b>Payment Method Total:</b> |              |                     |                  |                 |             | <b>0.00</b>    | <b>2,047.50</b>   |  |
| <b>Cash Account Total:</b>   |              |                     |                  |                 |             | <b>0.00</b>    | <b>2,047.50</b>   |  |

| CASH AP                      |              | CASH ACCOUNT FOR AP |             |                 |                     |                |                   |  |
|------------------------------|--------------|---------------------|-------------|-----------------|---------------------|----------------|-------------------|--|
| Doc. Type                    | Payment Ref. | Status              | Date        | Vendor          | Vendor Name         | Doc. Balance   | Orig. Doc. Amount |  |
| CHECK                        | 106919       | Closed              | 8/27/2021   | TEAM02          | TEAMSTERS LOCAL 214 | 0.00           | 1,597.58          |  |
| Doc. Type                    | Branch       | Vendor Ref.         | Description | Original Amount | Currency            | Discount Taken | Amount Paid       |  |
| BILL                         |              | 082021              | AUGUST DUES | 1,597.58        | USD                 | 0.00           | 1,597.58          |  |
| <b>Document Total:</b>       |              |                     |             |                 |                     | <b>0.00</b>    | <b>1,597.58</b>   |  |
| <b>Payment Method Total:</b> |              |                     |             |                 |                     | <b>0.00</b>    | <b>1,597.58</b>   |  |
| <b>Cash Account Total:</b>   |              |                     |             |                 |                     | <b>0.00</b>    | <b>1,597.58</b>   |  |

| CASH AP                      |              | CASH ACCOUNT FOR AP |             |                 |                         |                |                   |  |
|------------------------------|--------------|---------------------|-------------|-----------------|-------------------------|----------------|-------------------|--|
| Doc. Type                    | Payment Ref. | Status              | Date        | Vendor          | Vendor Name             | Doc. Balance   | Orig. Doc. Amount |  |
| CHECK                        | 106920       | Closed              | 8/27/2021   | THER01          | THERACOM, A CAREMARK CO | 0.00           | 3,910.20          |  |
| Doc. Type                    | Branch       | Vendor Ref.         | Description | Original Amount | Currency                | Discount Taken | Amount Paid       |  |
| BILL                         |              | 221763357-301       | NEXPLANON   | 3,910.20        | USD                     | 0.00           | 3,910.20          |  |
| <b>Document Total:</b>       |              |                     |             |                 |                         | <b>0.00</b>    | <b>3,910.20</b>   |  |
| <b>Payment Method Total:</b> |              |                     |             |                 |                         | <b>0.00</b>    | <b>3,910.20</b>   |  |
| <b>Cash Account Total:</b>   |              |                     |             |                 |                         | <b>0.00</b>    | <b>3,910.20</b>   |  |

| CASH AP                      |              | CASH ACCOUNT FOR AP |                           |                 |                              |                |                   |  |
|------------------------------|--------------|---------------------|---------------------------|-----------------|------------------------------|----------------|-------------------|--|
| Doc. Type                    | Payment Ref. | Status              | Date                      | Vendor          | Vendor Name                  | Doc. Balance   | Orig. Doc. Amount |  |
| CHECK                        | 106921       | Closed              | 8/27/2021                 | UNIT02          | UNITED WAY OF GRATIOT COUNTY | 0.00           | 112.84            |  |
| Doc. Type                    | Branch       | Vendor Ref.         | Description               | Original Amount | Currency                     | Discount Taken | Amount Paid       |  |
| BILL                         |              | 082021              | AUGUST EMPLOYEE DONATIONS | 112.84          | USD                          | 0.00           | 112.84            |  |
| <b>Document Total:</b>       |              |                     |                           |                 |                              | <b>0.00</b>    | <b>112.84</b>     |  |
| <b>Payment Method Total:</b> |              |                     |                           |                 |                              | <b>0.00</b>    | <b>112.84</b>     |  |
| <b>Cash Account Total:</b>   |              |                     |                           |                 |                              | <b>0.00</b>    | <b>112.84</b>     |  |

| CASH AP   |              | CASH ACCOUNT FOR AP |                           |                 |                               |                              |                   |  |
|-----------|--------------|---------------------|---------------------------|-----------------|-------------------------------|------------------------------|-------------------|--|
| Doc. Type | Payment Ref. | Status              | Date                      | Vendor          | Vendor Name                   | Doc. Balance                 | Orig. Doc. Amount |  |
| CHECK     | 106922       | Closed              | 8/27/2021                 | UNIT03          | UNITED WAY OF MONTCALM COUNTY | 0.00                         | 64.00             |  |
| Doc. Type | Branch       | Vendor Ref.         | Description               | Original Amount | Currency                      | Discount Taken               | Amount Paid       |  |
| BILL      |              | 082021              | AUGUST EMPLOYEE DONATIONS | 64.00           | USD                           | 0.00                         | 64.00             |  |
|           |              |                     |                           |                 |                               | <b>Document Total:</b>       | <b>64.00</b>      |  |
|           |              |                     |                           |                 |                               | <b>Payment Method Total:</b> | <b>64.00</b>      |  |
|           |              |                     |                           |                 |                               | <b>Cash Account Total:</b>   | <b>64.00</b>      |  |

| CASH AP   |              | CASH ACCOUNT FOR AP |                 |                 |                         |                              |                   |  |
|-----------|--------------|---------------------|-----------------|-----------------|-------------------------|------------------------------|-------------------|--|
| Doc. Type | Payment Ref. | Status              | Date            | Vendor          | Vendor Name             | Doc. Balance                 | Orig. Doc. Amount |  |
| CHECK     | 106923       | Closed              | 8/27/2021       | WATK02          | WATKINS SURGICAL SUPPLY | 0.00                         | 166.50            |  |
| Doc. Type | Branch       | Vendor Ref.         | Description     | Original Amount | Currency                | Discount Taken               | Amount Paid       |  |
| BILL      |              | 0000528990          | ISONIAZID 300MG | 166.50          | USD                     | 0.00                         | 166.50            |  |
|           |              |                     |                 |                 |                         | <b>Document Total:</b>       | <b>166.50</b>     |  |
|           |              |                     |                 |                 |                         | <b>Payment Method Total:</b> | <b>166.50</b>     |  |
|           |              |                     |                 |                 |                         | <b>Cash Account Total:</b>   | <b>166.50</b>     |  |

| CASH AP   |              | CASH ACCOUNT FOR AP |                                  |                 |             |                              |                   |  |
|-----------|--------------|---------------------|----------------------------------|-----------------|-------------|------------------------------|-------------------|--|
| Doc. Type | Payment Ref. | Status              | Date                             | Vendor          | Vendor Name | Doc. Balance                 | Orig. Doc. Amount |  |
| CHECK     | 106924       | Closed              | 8/27/2021                        | WGLM01          | WGLM AM-FM  | 0.00                         | 100.00            |  |
| Doc. Type | Branch       | Vendor Ref.         | Description                      | Original Amount | Currency    | Discount Taken               | Amount Paid       |  |
| BILL      |              | 21070192            | 100 ACTS OF KINDNESS SPONSORSHIP | 100.00          | USD         | 0.00                         | 100.00            |  |
|           |              |                     |                                  |                 |             | <b>Document Total:</b>       | <b>100.00</b>     |  |
|           |              |                     |                                  |                 |             | <b>Payment Method Total:</b> | <b>100.00</b>     |  |
|           |              |                     |                                  |                 |             | <b>Cash Account Total:</b>   | <b>100.00</b>     |  |

| CASH AP   |              | CASH ACCOUNT FOR AP |                      |                 |             |                              |                   |  |
|-----------|--------------|---------------------|----------------------|-----------------|-------------|------------------------------|-------------------|--|
| Doc. Type | Payment Ref. | Status              | Date                 | Vendor          | Vendor Name | Doc. Balance                 | Orig. Doc. Amount |  |
| CHECK     | 106925       | Closed              | 8/27/2021            | WOOD01          | WOOD SARAH  | 0.00                         | 607.50            |  |
| Doc. Type | Branch       | Vendor Ref.         | Description          | Original Amount | Currency    | Discount Taken               | Amount Paid       |  |
| BILL      |              | 08142021            | 8/3-8/21 CONTRACTUAL | 607.50          | USD         | 0.00                         | 607.50            |  |
|           |              |                     |                      |                 |             | <b>Document Total:</b>       | <b>607.50</b>     |  |
|           |              |                     |                      |                 |             | <b>Payment Method Total:</b> | <b>607.50</b>     |  |
|           |              |                     |                      |                 |             | <b>Cash Account Total:</b>   | <b>607.50</b>     |  |

| Doc. Type             | Count     | Amount Paid (USD) |
|-----------------------|-----------|-------------------|
| Check                 | 27        | 57,675.83         |
| Prepayment            | 0         | 0.00              |
| Refund                | 0         | 0.00              |
| Void Check            | 0         | 0.00              |
| <b>Company Total:</b> | <b>27</b> | <b>57,675.83</b>  |




  
**Mid-Michigan District**  
**HEALTH DEPARTMENT**

CLINTON • GRATIOT • MONTCALM

**Expense Voucher # 1960**

**9/10/2021**

**Payables**

|              |        |   |              |
|--------------|--------|---|--------------|
| VOID Check # | 106888 | MI Assoc. of Local Environmental Health (training canceled) |              |
|              | 106926 |   |              |
| Check #      |        | Acumatica Checks  |              |
|              | 106948 |   | \$ 35,680.69 |

**Payroll**

|                                 |        |                    |
|---------------------------------|--------|--------------------|
| AFLAC Employee Deduction        |        | \$ 547.04          |
| Ameriprise NBS                  |        | \$ 85.00           |
| MERS 457                        |        | \$ 1,520.00        |
| MERS Defined Benefit - Employee |        | \$ 4,062.25        |
| Nationwide                      |        | \$ 1,850.00        |
| EFT Payroll Tax                 |        |                    |
| Federal                         |        | \$ 33,404.70       |
| State                           |        | \$ 5,264.99        |
| MERS Defined Benefit - Employee | Aug-21 | \$ 31,399.88       |
| Direct Deposit Payroll          |        | \$ 108,123.61      |
| Direct Deposit HSA              |        | <u>\$ 9,181.62</u> |

|              |                                    |
|--------------|------------------------------------|
| <b>TOTAL</b> | <b><u><u>\$ 231,119.78</u></u></b> |
|--------------|------------------------------------|

AP Payment Register

| Account   | Description         |             |             |                 |  |                              |                   |
|-----------|---------------------|-------------|-------------|-----------------|--|------------------------------|-------------------|
| CASH AP   | CASH ACCOUNT FOR AP |             |             |                 |  |                              |                   |
| Doc. Type | Payment Ref.        | Status      | Date        | Vendor          | Vendor Name  | Doc. Balance                 | Orig. Doc. Amount |
| VOIDCK    | 106888              | Closed      | 9/1/2021    | MICH02          | MICHIGAN ASSOCIATION OF LOCAL ENVIRONMENTAL HEALTH | 0.00                         | -615.00           |
| Doc. Type | Branch              | Vendor Ref. | Description | Original Amount | Currency   | Discount Taken               | Amount Paid       |
| BILL      |                     | 101950      |             | 615.00          | USD  | 0.00                         | -615.00           |
|           |                     |             |             |                 |  | <b>Document Total:</b>       | <b>-615.00</b>    |
|           |                     |             |             |                 |  | <b>Payment Method Total:</b> | <b>-615.00</b>    |
|           |                     |             |             |                 |  | <b>Cash Account Total:</b>   | <b>-615.00</b>    |
| CASH AP   | CASH ACCOUNT FOR AP |             |             |                 |  |                              |                   |
| Doc. Type | Payment Ref.        | Status      | Date        | Vendor          | Vendor Name  | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106926              | Closed      | 9/10/2021   | FOUR01          | 4IMPRINT, INC                                      | 0.00                         | 669.58            |
| Doc. Type | Branch              | Vendor Ref. | Description | Original Amount | Currency   | Discount Taken               | Amount Paid       |
| BILL      |                     | 9203514     |             | 669.58          | USD  | 0.00                         | 669.58            |
|           |                     |             |             |                 |  | <b>Document Total:</b>       | <b>669.58</b>     |
|           |                     |             |             |                 |  | <b>Payment Method Total:</b> | <b>669.58</b>     |
|           |                     |             |             |                 |  | <b>Cash Account Total:</b>   | <b>669.58</b>     |
| CASH AP   | CASH ACCOUNT FOR AP |             |             |                 |  |                              |                   |
| Doc. Type | Payment Ref.        | Status      | Date        | Vendor          | Vendor Name  | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106927              | Closed      | 9/10/2021   | ARRO01          | ARROW SWIFT  | 0.00                         | 120.14            |
| Doc. Type | Branch              | Vendor Ref. | Description | Original Amount | Currency   | Discount Taken               | Amount Paid       |
| BILL      |                     | 94397       |             | 120.14          | USD  | 0.00                         | 120.14            |
|           |                     |             |             |                 |  | <b>Document Total:</b>       | <b>120.14</b>     |
|           |                     |             |             |                 |  | <b>Payment Method Total:</b> | <b>120.14</b>     |
|           |                     |             |             |                 |  | <b>Cash Account Total:</b>   | <b>120.14</b>     |
| CASH AP   | CASH ACCOUNT FOR AP |             |             |                 |  |                              |                   |
| Doc. Type | Payment Ref.        | Status      | Date        | Vendor          | Vendor Name  | Doc. Balance                 | Orig. Doc. Amount |
| CHECK     | 106928              | Closed      | 9/10/2021   | CLIN02          | CLINTON COUNTY RESA                                | 0.00                         | 70.00             |
| Doc. Type | Branch              | Vendor Ref. | Description | Original Amount | Currency   | Discount Taken               | Amount Paid       |
| BILL      |                     | 20210824    |             | 70.00           | USD  | 0.00                         | 70.00             |
|           |                     |             |             |                 |  | <b>Document Total:</b>       | <b>70.00</b>      |
|           |                     |             |             |                 |  | <b>Payment Method Total:</b> | <b>70.00</b>      |
|           |                     |             |             |                 |  | <b>Cash Account Total:</b>   | <b>70.00</b>      |

| CASH AP CASH ACCOUNT FOR AP  |              |             |             |                 |                             |                |                   |
|------------------------------|--------------|-------------|-------------|-----------------|-----------------------------|----------------|-------------------|
| Doc. Type                    | Payment Ref. | Status      | Date        | Vendor          | Vendor Name                 | Doc. Balance   | Orig. Doc. Amount |
| CHECK                        | 106929       | Closed      | 9/10/2021   | COHL01          | COHL, STOKER & TOSKEY, P.C. | 0.00           | 2,145.00          |
| Doc. Type                    | Branch       | Vendor Ref. | Description | Original Amount | Currency                    | Discount Taken | Amount Paid       |
| BILL                         |              | 52577       | JUNE LEGAL  | 663.00          | USD                         | 0.00           | 663.00            |
| BILL                         |              | 52634       | JULY LEGAL  | 1,482.00        | USD                         | 0.00           | 1,482.00          |
| <b>Document Total:</b>       |              |             |             |                 |                             |                | <b>2,145.00</b>   |
| <b>Payment Method Total:</b> |              |             |             |                 |                             |                | <b>2,145.00</b>   |
| <b>Cash Account Total:</b>   |              |             |             |                 |                             |                | <b>2,145.00</b>   |

| CASH AP CASH ACCOUNT FOR AP  |              |             |                 |                 |                              |                |                   |
|------------------------------|--------------|-------------|-----------------|-----------------|------------------------------|----------------|-------------------|
| Doc. Type                    | Payment Ref. | Status      | Date            | Vendor          | Vendor Name                  | Doc. Balance   | Orig. Doc. Amount |
| CHECK                        | 106930       | Closed      | 9/10/2021       | COMP01          | COMPUTER AIDED SOLUTIONS LLC | 0.00           | 7,590.26          |
| Doc. Type                    | Branch       | Vendor Ref. | Description     | Original Amount | Currency                     | Discount Taken | Amount Paid       |
| BILL                         |              | 36194       | 6 LAN WIRED TEN | 7,590.26        | USD                          | 0.00           | 7,590.26          |
| <b>Document Total:</b>       |              |             |                 |                 |                              |                | <b>7,590.26</b>   |
| <b>Payment Method Total:</b> |              |             |                 |                 |                              |                | <b>7,590.26</b>   |
| <b>Cash Account Total:</b>   |              |             |                 |                 |                              |                | <b>7,590.26</b>   |

| CASH AP CASH ACCOUNT FOR AP  |              |             |                |                 |                         |                |                   |
|------------------------------|--------------|-------------|----------------|-----------------|-------------------------|----------------|-------------------|
| Doc. Type                    | Payment Ref. | Status      | Date           | Vendor          | Vendor Name             | Doc. Balance   | Orig. Doc. Amount |
| CHECK                        | 106931       | Closed      | 9/10/2021      | CONT01          | CONTROL SOLUTIONS, INC. | 0.00           | 211.00            |
| Doc. Type                    | Branch       | Vendor Ref. | Description    | Original Amount | Currency                | Discount Taken | Amount Paid       |
| BILL                         |              | CS215277    | CALIBRATE REFR | 211.00          | USD                     | 0.00           | 211.00            |
| <b>Document Total:</b>       |              |             |                |                 |                         |                | <b>211.00</b>     |
| <b>Payment Method Total:</b> |              |             |                |                 |                         |                | <b>211.00</b>     |
| <b>Cash Account Total:</b>   |              |             |                |                 |                         |                | <b>211.00</b>     |

| CASH AP CASH ACCOUNT FOR AP  |              |             |                |                 |              |                |                   |
|------------------------------|--------------|-------------|----------------|-----------------|--------------|----------------|-------------------|
| Doc. Type                    | Payment Ref. | Status      | Date           | Vendor          | Vendor Name  | Doc. Balance   | Orig. Doc. Amount |
| CHECK                        | 106932       | Closed      | 9/10/2021      | DARB01          | DARBY DENTAL | 0.00           | 414.80            |
| Doc. Type                    | Branch       | Vendor Ref. | Description    | Original Amount | Currency     | Discount Taken | Amount Paid       |
| BILL                         |              | 2049907     | HAND SANITIZER | 414.80          | USD          | 0.00           | 414.80            |
| <b>Document Total:</b>       |              |             |                |                 |              |                | <b>414.80</b>     |
| <b>Payment Method Total:</b> |              |             |                |                 |              |                | <b>414.80</b>     |
| <b>Cash Account Total:</b>   |              |             |                |                 |              |                | <b>414.80</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |                 |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|-----------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name     | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106933       | Closed      | 9/10/2021      | EART01          | EARTEK SERVICES | 0.00                         | 725.00            |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency        | Discount Taken               | Amount Paid       |
| BILL                        |              | 2021H214-01 | CALIBRATE BELT | 725.00          | USD             | 0.00                         | 725.00            |
|                             |              |             |                |                 |                 | <b>Document Total:</b>       | <b>725.00</b>     |
|                             |              |             |                |                 |                 | <b>Payment Method Total:</b> | <b>725.00</b>     |
|                             |              |             |                |                 |                 | <b>Cash Account Total:</b>   | <b>725.00</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |               |                 |   |                              |                   |
|-----------------------------|--------------|-------------|---------------|-----------------|---|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date          | Vendor          | Vendor Name                               | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106934       | Closed      | 9/10/2021     | GALL01          | THE GALLERY COLLECTION/PRUDENT PUBLISHING | 0.00                         | 135.52            |
| Doc. Type                   | Branch       | Vendor Ref. | Description   | Original Amount | Currency                                  | Discount Taken               | Amount Paid       |
| BILL                        |              | 21E0026250  | ASSORTMENT OF | 135.52          | USD                                       | 0.00                         | 135.52            |
|                             |              |             |               |                 |   | <b>Document Total:</b>       | <b>135.52</b>     |
|                             |              |             |               |                 |   | <b>Payment Method Total:</b> | <b>135.52</b>     |
|                             |              |             |               |                 |   | <b>Cash Account Total:</b>   | <b>135.52</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |              |                 |                   |                              |                   |
|-----------------------------|--------------|-------------|--------------|-----------------|-------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date         | Vendor          | Vendor Name       | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106935       | Closed      | 9/10/2021    | GLAXO1          | GLAXO SMITH KLINE | 0.00                         | 368.71            |
| Doc. Type                   | Branch       | Vendor Ref. | Description  | Original Amount | Currency          | Discount Taken               | Amount Paid       |
| BILL                        |              | 8253514976  | TDAP VACCINE | 368.71          | USD               | 0.00                         | 368.71            |
|                             |              |             |              |                 |                   | <b>Document Total:</b>       | <b>368.71</b>     |
|                             |              |             |              |                 |                   | <b>Payment Method Total:</b> | <b>368.71</b>     |
|                             |              |             |              |                 |                   | <b>Cash Account Total:</b>   | <b>368.71</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |                |                |                 |                               |                              |                   |
|-----------------------------|--------------|----------------|----------------|-----------------|-------------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status         | Date           | Vendor          | Vendor Name                   | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106936       | Closed         | 9/10/2021      | KENT01          | KENT COUNTY HEALTH DEPARTMENT | 0.00                         | 3,127.00          |
| Doc. Type                   | Branch       | Vendor Ref.    | Description    | Original Amount | Currency                      | Discount Taken               | Amount Paid       |
| BILL                        |              | EH073121-55555 | JULY WATER LAB | 3,127.00        | USD                           | 0.00                         | 3,127.00          |
|                             |              |                |                |                 |                               | <b>Document Total:</b>       | <b>3,127.00</b>   |
|                             |              |                |                |                 |                               | <b>Payment Method Total:</b> | <b>3,127.00</b>   |
|                             |              |                |                |                 |                               | <b>Cash Account Total:</b>   | <b>3,127.00</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |                               |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|-------------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name                   | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106937       | Closed      | 9/10/2021   | MALP01          | MALPH - ADMINISTRATOR'S FORUM | 0.00                         | 50.00             |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency                      | Discount Taken               | Amount Paid       |
| BILL                        |              | 08312021    |             | MELISSA SELBY   | 50.00 USD                     | 0.00                         | 50.00             |
|                             |              |             |             |                 |                               | <b>Document Total:</b>       | <b>50.00</b>      |
|                             |              |             |             |                 |                               | <b>Payment Method Total:</b> | <b>50.00</b>      |
|                             |              |             |             |                 |                               | <b>Cash Account Total:</b>   | <b>50.00</b>      |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |                  |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name      | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106938       | Closed      | 9/10/2021   | MCKE01          | MCKESSON MEDICAL | 0.00                         | 1,095.99          |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency         | Discount Taken               | Amount Paid       |
| BILL                        |              | 18423392    |             | FORCEPS STRAIK  | 321.90 USD       | 0.00                         | 321.90            |
| BILL                        |              | 18423536    |             | FORCEPS CURVE   | 330.43 USD       | 0.00                         | 330.43            |
| BILL                        |              | 18427863    |             | BROWN PAPER B   | 75.23 USD        | 0.00                         | 75.23             |
| BILL                        |              | 18438604    |             | UTERINE DILATOI | 277.44 USD       | 0.00                         | 277.44            |
| BILL                        |              | 18442928    |             | PAPER TOWELS    | 90.99 USD        | 0.00                         | 90.99             |
|                             |              |             |             |                 |                  | <b>Document Total:</b>       | <b>1,095.99</b>   |
|                             |              |             |             |                 |                  | <b>Payment Method Total:</b> | <b>1,095.99</b>   |
|                             |              |             |             |                 |                  | <b>Cash Account Total:</b>   | <b>1,095.99</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |             |                 |                |                              |                   |
|-----------------------------|--------------|-------------|-------------|-----------------|----------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date        | Vendor          | Vendor Name    | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106939       | Closed      | 9/10/2021   | MERC01          | MERCK & CO INC | 0.00                         | 8,201.44          |
| Doc. Type                   | Branch       | Vendor Ref. | Description | Original Amount | Currency       | Discount Taken               | Amount Paid       |
| BILL                        |              | 7015564297  |             | HEP A ADULT, HE | 3,251.80 USD   | 0.00                         | 3,251.80          |
| BILL                        |              | 7015562470  |             | MMR             | 4,949.64 USD   | 0.00                         | 4,949.64          |
|                             |              |             |             |                 |                | <b>Document Total:</b>       | <b>8,201.44</b>   |
|                             |              |             |             |                 |                | <b>Payment Method Total:</b> | <b>8,201.44</b>   |
|                             |              |             |             |                 |                | <b>Cash Account Total:</b>   | <b>8,201.44</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |              |             |                  |                                    |                              |                   |
|-----------------------------|--------------|--------------|-------------|------------------|------------------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status       | Date        | Vendor           | Vendor Name                        | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106940       | Closed       | 9/10/2021   | MICH06           | MICHIGAN DEPARTMENT OF AGRICULTURE | 0.00                         | 874.00            |
| Doc. Type                   | Branch       | Vendor Ref.  | Description | Original Amount  | Currency                           | Discount Taken               | Amount Paid       |
| BILL                        |              | 791-10628488 |             | 7/21-8/13 FOOD F | 874.00 USD                         | 0.00                         | 874.00            |
|                             |              |              |             |                  |                                    | <b>Document Total:</b>       | <b>874.00</b>     |
|                             |              |              |             |                  |                                    | <b>Payment Method Total:</b> | <b>874.00</b>     |
|                             |              |              |             |                  |                                    | <b>Cash Account Total:</b>   | <b>874.00</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |               |                 |                   |                              |                   |
|-----------------------------|--------------|-------------|---------------|-----------------|-------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date          | Vendor          | Vendor Name       | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106941       | Closed      | 9/10/2021     | RSNO01          | R&S NORTHEAST LLC | 0.00                         | 161.00            |
| Doc. Type                   | Branch       | Vendor Ref. | Description   | Original Amount | Currency          | Discount Taken               | Amount Paid       |
| BILL                        |              | 301116      | BIRTH CONTROL | 161.00          | USD               | 0.00                         | 161.00            |
|                             |              |             |               |                 |                   | <b>Document Total:</b>       | <b>161.00</b>     |
|                             |              |             |               |                 |                   | <b>Payment Method Total:</b> | <b>161.00</b>     |
|                             |              |             |               |                 |                   | <b>Cash Account Total:</b>   | <b>161.00</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |               |                 |               |                              |                   |
|-----------------------------|--------------|-------------|---------------|-----------------|---------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date          | Vendor          | Vendor Name   | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106942       | Closed      | 9/10/2021     | RICO01          | RICOH USA INC | 0.00                         | 421.99            |
| Doc. Type                   | Branch       | Vendor Ref. | Description   | Original Amount | Currency      | Discount Taken               | Amount Paid       |
| BILL                        |              | 5062708185  | AUGUST COPIES | 421.99          | USD           | 0.00                         | 421.99            |
|                             |              |             |               |                 |               | <b>Document Total:</b>       | <b>421.99</b>     |
|                             |              |             |               |                 |               | <b>Payment Method Total:</b> | <b>421.99</b>     |
|                             |              |             |               |                 |               | <b>Cash Account Total:</b>   | <b>421.99</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |                    |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|--------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name        | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106943       | Closed      | 9/10/2021      | SANO01          | SANOVI PASTEUR INC | 0.00                         | 2,028.99          |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency           | Discount Taken               | Amount Paid       |
| BILL                        |              | 916939246   | MENACTRA, TUBI | 2,028.99        | USD                | 0.00                         | 2,028.99          |
|                             |              |             |                |                 |                    | <b>Document Total:</b>       | <b>2,028.99</b>   |
|                             |              |             |                |                 |                    | <b>Payment Method Total:</b> | <b>2,028.99</b>   |
|                             |              |             |                |                 |                    | <b>Cash Account Total:</b>   | <b>2,028.99</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |             |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|-------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106944       | Closed      | 9/10/2021      | STAP01          | STAPLES     | 0.00                         | 193.19            |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency    | Discount Taken               | Amount Paid       |
| BILL                        |              | 3484716972  | BANKER BOXES,  | 134.00          | USD         | 0.00                         | 134.00            |
| BILL                        |              | 3484817572  | POSTIT,STAPLES | 59.19           | USD         | 0.00                         | 59.19             |
|                             |              |             |                |                 |             | <b>Document Total:</b>       | <b>193.19</b>     |
|                             |              |             |                |                 |             | <b>Payment Method Total:</b> | <b>193.19</b>     |
|                             |              |             |                |                 |             | <b>Cash Account Total:</b>   | <b>193.19</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |             |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|-------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106945       | Closed      | 9/10/2021      | VERI01          | VERIZON     | 0.00                         | 4,612.72          |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency    | Discount Taken               | Amount Paid       |
| BILL                        |              | 9886998450  | AGENCY CELL PH | 4,612.72        | USD         | 0.00                         | 4,612.72          |
|                             |              |             |                |                 |             | <b>Document Total:</b>       | <b>4,612.72</b>   |
|                             |              |             |                |                 |             | <b>Payment Method Total:</b> | <b>4,612.72</b>   |
|                             |              |             |                |                 |             | <b>Cash Account Total:</b>   | <b>4,612.72</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |                           |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|---------------------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name               | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106946       | Closed      | 9/10/2021      | WHIT01          | WHITE ROCK SECURITY GROUP | 0.00                         | 2,711.00          |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency                  | Discount Taken               | Amount Paid       |
| BILL                        |              | WRSI9021    | 3 YEAR KASPERS | 2,711.00        | USD                       | 0.00                         | 2,711.00          |
|                             |              |             |                |                 |                           | <b>Document Total:</b>       | <b>2,711.00</b>   |
|                             |              |             |                |                 |                           | <b>Payment Method Total:</b> | <b>2,711.00</b>   |
|                             |              |             |                |                 |                           | <b>Cash Account Total:</b>   | <b>2,711.00</b>   |

| CASH AP CASH ACCOUNT FOR AP |              |             |                |                 |              |                              |                   |
|-----------------------------|--------------|-------------|----------------|-----------------|--------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date           | Vendor          | Vendor Name  | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106947       | Closed      | 9/10/2021      | WINN01          | WINN TELECOM | 0.00                         | 342.11            |
| Doc. Type                   | Branch       | Vendor Ref. | Description    | Original Amount | Currency     | Discount Taken               | Amount Paid       |
| BILL                        |              | 09012021    | PHONE LONG DIS | 342.11          | USD          | 0.00                         | 342.11            |
|                             |              |             |                |                 |              | <b>Document Total:</b>       | <b>342.11</b>     |
|                             |              |             |                |                 |              | <b>Payment Method Total:</b> | <b>342.11</b>     |
|                             |              |             |                |                 |              | <b>Cash Account Total:</b>   | <b>342.11</b>     |

| CASH AP CASH ACCOUNT FOR AP |              |             |                 |                 |             |                              |                   |
|-----------------------------|--------------|-------------|-----------------|-----------------|-------------|------------------------------|-------------------|
| Doc. Type                   | Payment Ref. | Status      | Date            | Vendor          | Vendor Name | Doc. Balance                 | Orig. Doc. Amount |
| CHECK                       | 106948       | Closed      | 9/10/2021       | WOOD01          | WOOD SARAH  | 0.00                         | 26.25             |
| Doc. Type                   | Branch       | Vendor Ref. | Description     | Original Amount | Currency    | Discount Taken               | Amount Paid       |
| BILL                        |              | 08282021    | 8/23-/25 CONTRA | 26.25           | USD         | 0.00                         | 26.25             |
|                             |              |             |                 |                 |             | <b>Document Total:</b>       | <b>26.25</b>      |
|                             |              |             |                 |                 |             | <b>Payment Method Total:</b> | <b>26.25</b>      |
|                             |              |             |                 |                 |             | <b>Cash Account Total:</b>   | <b>26.25</b>      |

| Doc. Type             | Count     | Amount Paid (USD) |
|-----------------------|-----------|-------------------|
| Check                 | 23        | 36,295.69         |
| Prepayment            | 0         | 0.00              |
| Refund                | 0         | 0.00              |
| Void Check            | 1         | -615.00           |
| <b>Company Total:</b> | <b>24</b> | <b>35,680.69</b>  |



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 1307 E. Townsend Rd.  
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 (989) 224-2195

**GRATIOT OFFICE**  
 151 Commerce Dr.  
 Ithaca, MI 48847-1627  
 (989) 875-3681

**MONTCALM OFFICE**  
 615 N. State St.  
 Stanton, MI 48888-9702  
 (989) 831-5237

|                         |                          |               |                  |
|-------------------------|--------------------------|---------------|------------------|
| <b>BOARD OF HEALTH:</b> | Bruce DeLong             | George Bailey | Michael R. Beach |
|                         | Dwight Washington, Ph.D. | Chuck Murphy  | Adam Petersen    |

September 15, 2021

ADMINISTRATOR: Melissa Selby, Director of Administrative Services

SUBJECT: Full-Time Public Health Representative (PHR) Position for Environmental Health (EH) Division

Information Only

Action Needed

I. Authority For This Action:

Local Policy

Law or Rule

II. Summary:

*(Previous board action relating to this item? Background information and if any future action anticipated.)*

EH hired a part-time PHR in November 2018 and kept the position filled until June 2020 when the employee resigned. The position was removed from the budget for FY 2021 but added back in for FY 2022 due to increased workload in all programs in EH. The vacancy has been posted and interviews set; however, we have had issues with interview candidate no-shows and cancellations. The position was even offered to a suitable candidate, but it was declined.

III. Strategic Objective, Health Issue, or other Need Addressed:

*(What priority should be given in relation to goals? Include reason for recommending change in priorities and how the need will be introduced into planning process.)*

The need to hire a suitable candidate continues. I am proposing that the position be changed from a part-time (24 hours) to full-time (40 hours) to try and attract more candidates to apply. The full-time position would include time allocated for the PHR to work the agency's COVID phone bank.

IV. Fiscal Impact and Cost:

*(Immediate, ongoing, and future impact.)*

A FY 20/21 Budget Amendment will reflect that the agency has funding to cover the position until 2023 using COVID dollars, and the upward projection of fee collection in EH would sustain the position long term.

V. Alternatives Considered:

*(Scope of options reviewed. Reasons for rejecting alternatives.)*

An alternative would be to continue advertising the part-time position and assigning existing staff to be on the COVID phone bank rotation.



VI. Recommendation:

*(Advantages/benefits of proposal. Expected results. Possible problems or disadvantages of proposal. Effect of action on agency. Consequences of not approving recommendation or taking action.)*

Recommend that the BOH support and approve the hiring of a full-time PHR to work in the EH Division effective October 1, 2021.

VII. Monitoring and Reporting Timeline:

*(Evaluation method and timeline. Next report to the Board.)*

The BOH will be notified of the new hire.

|                         |                          |               |                  |
|-------------------------|--------------------------|---------------|------------------|
| <b>BOARD OF HEALTH:</b> | Bruce DeLong             | George Bailey | Michael R. Beach |
|                         | Dwight Washington, Ph.D. | Chuck Murphy  | Adam Petersen    |

September 15, 2021

ADMINISTRATOR: Melissa Selby, Director of Administrative Services

SUBJECT: Bank Signatures on Mid-Michigan District Health Department (MMDHD) Accounts

Information Only

Action Needed

I. Authority For This Action:

Local Policy

Law or Rule Public Health Code, Act 368 of 1978, MCL 333.2417

II. Summary:

*(Previous board action relating to this item? Background information and if any future action anticipated.)*

Since Marcus Cheatham retired in July, the MMDHD has three authorized signatories on its bank accounts rather than the four needed. The three authorized signatories are: Liz Braddock, Melissa Selby, and Sarah Doak.

III. Strategic Objective, Health Issue, or other Need Addressed:

*(What priority should be given in relation to goals? Include reason for recommending change in priorities and how the need will be introduced into planning process.)*

Lonnie Smith was recently promoted to the Environmental Director position and should be added as a fourth signatories to MMDHD's bank accounts. Board of Health (BOH) action is required to make this addition.

IV. Fiscal Impact and Cost:

*(Immediate, ongoing, and future impact.)*

None

V. Alternatives Considered:

*(Scope of options reviewed. Reasons for rejecting alternatives.)*

None

VI. Recommendation:

*(Advantages/benefits of proposal. Expected results. Possible problems or disadvantages of proposal. Effect of action on agency. Consequences of not approving recommendation or taking action.)*

I recommend that the BOH authorize the following staff as signatories on all MMDHD bank accounts (TCF/Huntington, First Bank, and Commercial Bank) effective September 22, 2021.

- Mari E. (Liz) Braddock, Health Officer
- Melissa Selby, Director of Administrative Services
- Sarah Doak, Director of Community Health & Education
- Lonnie Smith, Director of Environmental Health

VII. Monitoring and Reporting Timeline:

*(Evaluation method and timeline. Next report to the Board.)*

No future report to the BOH is needed unless requested.