District Health Department No. 2
Board of Health Meeting Minutes
Hale Eagle Pointe Plaza
415 E. Main St. Hale, MI 48739
Monday, June 23, 2025
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Commissioner Jagst (Present), Commissioner Johnston (Present), Commissioner Dutcher (Present), Commissioner Hardy (Excused), Commissioner Surbrook (Excused), Commissioner Scott (Excused), Commissioner McCauley (Present), Commissioner Handrich (Present)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Askwig (Deputy Health Officer); Connie Shaw (Administrative Director); Tony Spiot (Finance Director); Cori Upper (Environmental Health Director); Dr. Hamed (Medical Director); Abigail Jones (Union President)

The meeting was called to order by Board Chair Commissioner Dutcher at 8:30 am.

Approval of Agenda

- **Motion made by Commissioner Johnston and seconded by Commissioner Jagst to approve the agenda.**
  All Ayes/Motion Passed

Open to the Public:

- None

Approval of Minutes

- **Motion made by Commissioner McCauley and seconded by Commissioner Handrich to accept the minutes from the May 19, 2025, Board of Health Meeting.**
  All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Johnston and seconded by Commissioner McCauley to approve the expenditures of $287,380.09.**
  Roll Call: Johnston: Yes, Dutcher: Yes, Jagst: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Approval of Accounts Payables

- **Motion made by Commissioner McCauley and seconded by Commissioner Jagst to approve the accounts payable of $127,089.52 which includes $7,500.00 in Homeland Security Fiduciary Funds.**
  Roll Call: Johnston: Yes, Dutcher: Yes, Jagst: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Presentation

- Laura De La Rambelje, State Division Administrator with MDHHS, presented a Certificate of Accreditation for Cycle 8 Accreditation.

Old Business:

- **None**

New Business

Camera System Purchase and Installation West Branch and Tawas Offices

- **Motion made by Commissioner McCauley and seconded by Commissioner Handrich to approve the purchase and installation of a camera system for the West Branch and Tawas offices using Region 3 Homeland Security Grant funds. After reviewing the two bids, the Health Officer recommendation was to select the bid from 1010 Technology.**
  Roll Call: Johnston: Yes, Dutcher: Yes, Jagst: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Key Card System Purchase and Installation West Branch Office

- **Motion made by Commissioner Johnston and seconded by Commissioner McCauley to approve the purchase and installation of an automated door lock swipe card/keypad entry system for the West Branch office using Region 3 Homeland Security Grant funds. After reviewing the one bid received, the Health Officer recommendation was to select the bid from Control Solutions in the amount of $32,775.00**
  Roll Call: Johnston: Yes, Dutcher: Yes, Jagst: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Mini Split Air Conditioning Unit Purchase and Installation Harrisville Office

- **Motion made by Commissioner Johnston and seconded by Commissioner Jagst to approve the bid for the purchase and installation of a Mitsubishi M Series 21+ Seer Cooling unit from Gauthier Heating and Cooling for the IT room in the Harrisville office.**
  Roll Call: Johnston: Yes, Dutcher: Yes, Jagst: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Correspondence

- None

Commissioner's Comments:

- Commissioner Dutcher congratulated everyone involved in making the Cycle 8 Accreditation a success.

Open to the Public:

- None

Adjourned

- **Motion made by Commissioner Handrich and seconded by Commissioner McCauley to adjourn at 10:16am.**
  All Ayes/**Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Administrative Health Officer

Connie Shaw, Recording Secretary