District Health Department No. 2
Board of Health Meeting Minutes
Iosco County Building – Board of Commissioners Room
422 Lake Street Tawas, MI 48763
Monday, April 27, 2026
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Commissioner Jagst (Present), Commissioner Johnston (Present @ 8:36), Commissioner Dutcher (Present), Commissioner Hardy (Present), Commissioner Surbrook (Present), Commissioner Scott (Present), Commissioner McCauley (Present), Commissioner Handrich (Present)

STAFF PRESENT: Denise Bryan (Health Officer); Devin Askwig (Deputy Health Officer); Connie Shaw (Administrative Director); Cori Upper (Environmental Health Director); Tony Spiot (Finance Director); Scott Vaughn (Union Vice President)

The meeting was called to order by Vice Board Chair Commissioner Dutcher at 8:34 am.

Approval of Agenda

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

Open to the Public:

- None

Approval of Minutes

- **Motion made by Commissioner Hardy and seconded by Commissioner Surbrook to accept the minutes from March 23, 2026, Board of Health Meeting.**
  All Ayes/**Motion Passed**

Approval of Expenditures

- **Motion made by Commissioner Hardy and seconded by Commissioner Jagst to receive and file the March 23, 2026, Bank Reconciliation, as presented.**
  Roll Call: Jagst: Yes, Surbrook: Yes, Handrich: Yes, Dutcher: Yes, McCauley: Yes, Johnston: Yes, Hardy: Yes, Scott: Yes/**Motion Passed**
- **Motion made by Commissioner Surbrook and seconded by Commissioner Jagst to approve the expenditures in the amount of $279,127.80.**
  Roll Call: Surbrook: Yes, Jagst: Yes, Handrich: Yes, Dutcher: Yes, Scott: Yes, Johnston: Yes, Hardy: Yes, McCauley: Yes/**Motion Passed**

Approval of Accounts Payables

- **Motion made by Commissioner Handrich and seconded by Commissioner McCauley to approve the accounts payable of $114,284.41 which includes $60,362.06 in Homeland Security fiduciary funds.**
  Roll Call: Johnston: Yes, Hardy: Yes, Scott: Yes, Dutcher: Yes, Surbrook: Yes, Handrich: Yes, Jagst: Yes, McCauley: Yes/**Motion Passed**

Leadership Award celebration and honoring Wendy Theaker!

Old Business:

- None

New Business

Non-Residential Sewage Disposal Authority Resolution

- **Motion made by Commissioner Surbrook and seconded by Commissioner Jagst to adopt the resolution titled: Resolution affirming local Health Department authority to approve non-residential onsite wastewater systems discharging less than 1,000 gallons per day pursuant to local sanitary codes and under State law.**
  Roll Call: Dutcher: Yes, Scott: Yes, Johnston: Yes, Surbrook: Yes, Handrich: Yes, Jagst: Yes, McCauley: Yes, Hardy: Yes/**Motion Passed**

Environmental Health Criteria for Installation and Construction of Onsite Sewage Systems

- **Motion made by Commissioner Hardy and seconded by Commissioner Surbrook to approve the District Health Department No. 2 Environmental Health Cirteria for Installation and Construction of Onsite Sewage Systems.**
  Roll Call: Scott: Yes, Hardy: Yes, Jagst: Yes, McCauley: Yes, Handrich: Yes, Johnston: Yes, Surbrook: Yes, Dutcher: Yes/**Motion Passed**

Family Planning, Maternal Infant Health Program, and Immunization Fees

- **Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to approve the Family Planning, Maternal Infant Health Program, and Immunization Fee Schedules as presented.**
  Roll Call: McCauley: Yes, Dutcher: Yes, Scott: Yes, Jagst: Yes, Handrich: Yes, Surbrook: Yes, Hardy: Yes, Johnston: Yes/**Motion Passed**

Revised Investment Policy

- **Motion made by Commissioner Surbrook and seconded by Commissioner Hardy to approve the revised Investment Policy as presented.**
  Roll Call: Hardy: Yes, Handrich: Yes, Surbrook: Yes, McCauley: Yes, Johnston: Yes, Dutcher: Yes, Scott, Yes, Jagst: Yes/**Motion Passed**

Approve Capital Expenditure for Building Improvement

Full-Time Grade 2 Secretary/Community Health Worker, AFSCME, Grant Funded

- **Motion made by Commissioner Scott and seconded by Commissioner Hardy to approve hiring a full-time grade 2 Secretary, with a certification as a Community Health Worker (CHW), assigned to the Community Connections program, to assist residents navigate and link to community services/resources, with the goal of enhancing health outcomes.**
  Roll Call: Jagst: Yes, Dutcher: Yes, Scott: Yes, Surbrook: Yes, Handrich: Yes, Johnston: Yes, Hardy: Yes, McCauley: Yes/**Motion Passed**

Annual Policy/Procedure Review and Approval

- **Motion made by Commissioner Scott and seconded by Commissioner Jagst to approve the Family Medical Leave (FMLA), Equality Opportunity and Workforce Diversity, Freedom of Information (FOIA), Agency Issued Cellular Use and Texting, Equipment Receipt and Responsibility, and the Professional Appearance Policy as presented.**
  Roll Call: Johnston: Yes, Handrich: Yes, Hardy: Yes, McCauley: Yes, Surbrook: Yes, Dutcher: Yes, Jagst: Yes, Scott: Yes/**Motion Passed**

Correspondence

- Public Notice of National Pollutant Discharge Elimination System (NPDES) Certificate of Coverage (COC) No. MI580280

- MALPH letter to Director Roos of EGLE
- Bureau of Food Safety and Animal Health Delegation of Authority to Local Public Health Partner

Commissioner's Comments:

- Commissioner Scott introduced Francine Zysk as the new Administrator for Ogemaw County.
- Commissioner Dutcher requested a statement from the Environmental Health Director regarding water sampling that had been conducted on Cedar Lake.
    - The Environmental Health Director shared that EGLE had sent an email with feedback related to the water sampling that had been conducted on Cedar Lake in July of 2025. The email shared that a very thorough groundwater analysis was conducted and the findings show that the primary source of nutrients and bacteria to the surface waters of Cedar Lake is inconclusive. Septic systems may not be contributing as much as suspected, but riparian property/shoreline practices and congregation of numerous waterfowl could be contributing more nutrients and bacteria to this area of Cedar Lake than previously thought. EGLE's recommendation was increased education and outreach efforts targeting all Cedar Lake riparian owners to inform them of how shoreline practices such as mowing to the water's edge, shoreline armoring, beach sanding, impervious surfaces, contributing stormwater inputs to the lake and use of lawn fertilizers, can all negatively impact water quality.

Open to the Public:

- None

Adjourned

- **Motion made by Commissioner Scott and seconded by Commissioner Handrich to adjourn at 10:22 am.** All Ayes/**Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Administrative Health Officer

Connie Shaw, Recording Secretary