District Health Department No. 2
Board of Health Meeting Minutes
Eagle Pointe Plaza
415 E. Main Hale, MI 48739
Monday, November 24, 2025
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Commissioner Jagst (Excused), Commissioner Johnston (Present), Commissioner Dutcher (Present), Commissioner Hardy (Present until 9:30am), 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); Anthony Spiot (Finance Director); Cori Upper (Environmental Health 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 Handrich and seconded by Commissioner McCauley to approve the agenda.**
  All Ayes/Motion Passed

Open to the Public:

- None

Approval of Minutes

- **Motion was made by Commissioner Scott and seconded by Commissioner Hardy to accept the minutes from the October 27, 2025, Board of Health Meeting.**
  All Ayes/Motion Passed

Approval of Expenditures

- **Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to approve the expenditures of $252,535.12.**
  Roll Call: Johnston: Yes, Dutcher: Yes, Hardy: Yes, Surbrook: Yes, Scott: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Approval of Accounts Payables

Motion made by Commissioner Hardy and seconded by Commissioner McCauley to approve the accounts payable of $143,615.82 (which includes $8,025.00 in Homeland Security Grant Fiduciary Funds).
Roll Call: Dutcher: Yes, Johnston: Yes, Scott: Yes, Hardy: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes/**Motion Passed**

Old Business:

- **None**

New Business

AFSCME Wage Only Negotiations for 2026

- **Motion made by Commissioner Surbrook and seconded by Commissioner Scott to approve the negotiated 2.75% wage increase for AFSCME staff with an effective date of January 1, 2026.**

Roll Call: Handrich: Yes, Dutcher: Yes, McCauley: Yes, Surbrook: Yes, Scott: Yes, Handrich: Yes, Johnston: Yes/**Motion Passed**

Management Wage Only Increase for 2026

- **Motion made by Commissioner McCauley and seconded by Commissioner Surbrook to approve a 2.75% wage increase for all full time, salary-exempt managers, effective January 1, 2026.**
  Roll Call: Surbrook: Yes, Hardy: Yes, Handrich: Yes, Dutcher: Yes, Scott: Yes, Johnston: Yes, McCauley: Yes/**Motion Passed**

Environmental Health (EH) Refund Policy

- **Motion made by Commissioner Scott and seconded by Commissioner Surbrook to approve the District Health Department No. 2 EH Refund Policy as presented.**
  Roll Call: McCauley: Yes, Handrich: Yes, Johnston: Yes, Scott: Yes, Hardy: Yes, Dutcher: Yes, Surbrook: Yes/**Motion Passed**

Correspondence

- None

Commissioner's Comments:

- Commissioner Surbrook commented that the Health Officer did a fantastic job with the recent Union negotiations, and that the Union was cooperative and respectful with realistic expectations. The negotiations were professional, smooth and lasted only forty-three minutes. Hats off to everyone, it was great to see the teamwork of everyone involved.
- Commissioner Dutcher gave kudos to everyone involved with negotiations and echoed that it is great to see the teamwork of everyone involved. He also mentioned that the Iosco recycling facilities are up and running and doing very well.
- Commissioner Scott mentioned that he would not be available for the December meeting, Health Officer will review with Commissioner Surbrook if the December meeting will be cancelled.

Open to the Public:

- **None**

Adjourned

- **Motion made by Commissioner Scott and seconded by Commissioner Johnston to adjourn at 9:39 am.**
  All Ayes/**Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Administrative Health Officer

Connie Shaw, Recording Secretary