District Health Department No. 2
Board of Health Meeting Minutes
Eagle Pointe Plaza
415 E. Main St. Hale, MI 48739
Monday, August 24, 2026
8:30 a.m.

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

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

The meeting was called to order by Board Chair Commissioner Dutcher at 8:31 am.

Approval of Agenda

- **Motion made by Commissioner Jagst and seconded by Commissioner Handrich to approve the agenda with one addition for a motion to authorize the Board Chair to negotiate and sign a lease for the West Branch Building.**
  All Ayes/Motion Passed

Open to the Public:

- None

Approval of Minutes

- Motion made by Commissioner Handrich and seconded by Commissioner Johnston to approve the minutes from the July 26, 2026, Board of Health meeting.
  All Ayes/**Motion Passed**

- Motion made by Commissioner Johnston and seconded by Commissioner Hardy to approve the closed session minutes from the July 26, 2026, Board of Health meeting.
  Roll Call: Jagst: Yes, Johnston: Yes, Hardy: Yes, Scott: Abstain, Handrich: Yes, Dutcher: Yes/**Motion Passed**

Approval of Expenditures

- Motion made by Commissioner Hardy and seconded by Commissioner Jagst to receive and file the Bank Reconciliation summary as presented as of July 31, 2026.
  Roll Call: Handrich: Yes, Dutcher: Yes, Jagst: Yes, Hardy: Yes, Scott: Yes, Johnston, Yes/**Motion Passed**

- Motion made by Commissioner Handrich and seconded by Commissioner Hardy to approve the expenditures in the amount of $237,719.40
  Roll Call: Jagst: Yes, Scott: Yes, Handrich: Yes, Johnston: Yes, Dutcher: Yes, Hardy: Yes/**Motion Passed**

Approval of Accounts Payables

- Motion made by Commissioner Jagst and seconded by Commissioner Handrich to approve the accounts payable in the amount of $232,831.56, which includes $126,484.33 in Homeland Security Fiduciary Funds.
  Roll Call: Scott: Yes, Johnston: Yes, Hardy: Yes, Handrich: Yes, Dutcher: Yes, Jagst: Yes/**Motion Passed**

Old Business:

West Branch Lease Negotiations

- Motion made by Commissioner Hardy and seconded by Commissioner Jagst to authorize the Board Chair to negotiate and sign a lease for the West Branch Building.
  Roll Call: Dutcher: Yes, Jagst: Yes, Hardy: Yes, Handrich: Yes, Johnston: Yes, Scott: Yes/**Motion Passed**

New Business

Receive and file the 2026-2029 Strategic Plan

- Motion made by Commissioner Jagst and seconded by Commissioner Handrich to receive and file the 2026-2029 Strategic Plan as presented.
  Roll Call: Johnston: Yes, Jagst: Yes, Scott: Yes, Handrich: Yes, Hardy: Yes, Dutcher: Yes/**Motion Passed**

Fiscal 2026 Amended Budget

- Motion made by Commissioner Johnston and seconded by Commissioner Hardy to approve the amended FY 25/26 budget as presented.
  Roll Call: Dutcher: Yes, Jagst: Yes, Scott: Yes, Handrich: Yes, Johnston: Yes, Hardy: Yes/**Motion Passed**

Aged Invoice Write-off (Insurance & Self Pay)

- Motion made by Commissioner Scott and seconded by Commissioner Johnston to write off Patagonia billing software aged open invoices from October 1, 2023 through September 30, 2025.
  Roll Call: Johnston: Yes, Dutcher: Yes, Scott: Yes, Handrich: Yes, Hardy: Yes, Jagst: Yes/**Motion Passed**

AFSCME Collective Bargaining Agreement (CBA)

- Motion made by Commissioner Johnston and seconded by Commissioner Scott to approve Commissioner Dutcher and Commissioner Surbrook to sit on the committee to negotiate for an AFSCME January 2027 Collective Bargaining Agreement (CBA).
  Roll Call: Handrich: Yes, Scott: Yes, Jagst: Yes, Dutcher: Yes, Johnston: Yes, Hardy: Yes/**Motion Passed**

Solicit Bids and Purchase New NAS Backup System

- Motion made by Commissioner Hardy and seconded by Commissioner Handrich to authorize the Health Officer to solicit bids and select a vendor to provide a Network Attached Storage (NAS) back up system in accordance with grant requirements, to support DHD2's data protection, disaster recovery, and business continuity.
  Roll Call: Johnston: Yes, Jagst: Yes, Scott: Yes, Handrich: Yes, Hardy: Yes, Dutcher: Yes/**Motion Passed**

HIPAA Privacy Policies & Procedures

- Motion made by Commissioner Scott and seconded by Commissioner Hardy to approve the HIPAA Privacy Policies & Procedures as presented.
  Roll Call: Hardy: Yes, Jagst: Yes, Scott: Yes, Handrich: Yes, Johnston: Yes, Dutcher: Yes/**Motion Passed**

Correspondence

- None

Commissioner's Comments:

- Commissioner Scott appreciated the kind comments from the Health Officer but wanted to clarify that the decision was not his alone. He also wanted to emphasize that, although Chairman David voted no, her vote was not a reflection of a lack of support for Public Health. As someone who works in the medical field, she appreciates and respects the important work performed by Public Health.

  However, when the Health Department's fund balance is greater than the County's fund balance, it can be difficult to support an increase in appropriations. The County has its own operational needs and ongoing negotiations that must also be considered when making these financial decisions.

- Commissioner Dutcher informed the group that the Wurtsmith area experienced a brief power outage while units were being installed to assist with PFAS remediation efforts.

Open to the Public:

- None

Adjourned

- Motion made by Commissioner Scott and seconded by Commissioner Jagst to adjourn at 9:50am.
  All Ayes/**Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Health Officer

Connie Shaw, Recording Secretary