District Health Department No. 2
Board of Health Meeting Minutes
Alcona Office – DHD2
117 E. Main St. Harrisville, MI 48740
Monday, July 27, 2026
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Commissioner Jagst (Present), Commissioner Johnston (Present), Commissioner Dutcher (Present), Commissioner Hardy (Present), Commissioner Surbrook (Present), Commissioner Scott (Excused), 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); Anthony Spiot (Finance 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 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 Jagst and seconded by Commissioner Handrich to accept the minutes from June 22, 2026, Board of Health meeting.
  All Ayes/**Motion Passed**

Approval of Expenditures

- Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to receive and file the Bank Reconciliation summary as presented as of June 30, 2026.
  Roll Call: Handrich: Yes, McCauley: Yes, Jagst: Yes, Hardy: Yes, Dutcher: Yes, Surbrook: Yes, Johnston, Yes/**Motion Passed**

- Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to approve the expenditure summary as presented as of June 30, 2026
  Roll Call: Jagst: Yes, Handrich: Yes, Johnston: Yes, Dutcher: Yes, McCauley: Yes, Surbrook: Yes, Hardy: Yes/**Motion Passed**

- Motion made by Commissioner McCauley and seconded by Commissioner Jagst to approve the expenditures in the amount of $387,584.81.
  Roll Call: Jagst: Yes, Surbrook: Yes, Handrich: Yes, Johnston: Yes, Dutcher: Yes, McCauley: Yes, Hardy: Yes/**Motion Passed**

Approval of Accounts Payables

- Motion made by Commissioner Surbrook and seconded by Commissioner Johnston to approve the accounts payable in the amount of $312,833.61, which includes $188,414.94 in Homeland Security Fiduciary Funds.
  Roll Call: Surbrook: Yes, Johnston: Yes, Hardy: Yes, Handrich: Yes, Dutcher: Yes, Jagst: Yes, McCauley: Yes/**Motion Passed**

Old Business:

Enter Closed Session

- Motion made by Commissioner Handrich and seconded by Commissioner Johnston to approve going into closed session at 9:27 am with attorney, Matthew Tarrant pursuant to Section 8(1)(h) of the Michigan Open Meetings Act (MCL 15.268(1)(h)) – to consider written legal opinion exempt from disclosure by state law, specifically Section 13(1)(g) of the Michigan Freedom of Information Act (MCL 15.243(1)(g)).
  Roll Call: Jagst: Yes, Hardy: Yes, McCauley: Yes, Johnston: Yes, Handrich: Yes, Dutcher: Yes, Surbrook: Yes/**Motion Passed**

Exit Closed Session

- Motion made by Commissioner Jagst and seconded by Commissioner Hardy to approve leaving closed session at 10:17 am.
  Roll Call: Jagst: Yes, Hardy: Yes, Surbrook: Yes, Johnston: yes, McCauley: Yes, Handrich: Yes, Dutcher: Yes/**Motion Passed**

West Branch Lease Agreement

- Motion made by Commissioner Surbrook and seconded by Commissioner Hardy to reject the lease agreement as presented by the Northern Health Foundation (NHF) and to authorize legal counsel to continue pursuing a resolution, up to and including litigation if necessary.
  Roll Call: Dutcher: Yes, Surbook: Yes, Jagst: Yes, Hardy: Yes, Handrich: Yes, Johnston: Yes, McCauley: Yes/**Motion Passed**

New Business

Create an AFSCME Part-Time Public Health Nurse Position

- Motion made by Commissioner Hardy and seconded by Commissioner Johnston to approve the creation of a second part-time Public Health Nurse position, with authorization for the Health Officer to eventually convert one (1) of the part-time positions into a full-time position while retaining the second part-time position as needed.
  Roll Call: Johnston: Yes, Jagst: Yes, McCauley: Yes, Handrich: Yes, Hardy: Yes, Surbrook: Yes, Dutcher: Yes/**Motion Passed**

Fiscal 2026/2027 Budget

- Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to approve the fiscal year 2026/2027 budget as presented.
  Roll Call: Dutcher: Yes, Hardy: Yes, Surbook: Yes, Handrich: Yes, McCauley: Yes, Johnston: Yes, Hardy: Yes/**Motion Passed**

Correspondence

- Dental Clinics North Letter: Thomas J. Veryser, D.D.S., M.H.S.A., F.A.C.D., F.I.C.D.

Commissioner's Comments:

- None

Open to the Public:

- None

Adjourned

- Motion made by Commissioner Handrich and seconded by Commissioner Jagst to adjourn at 10:21am.
  All Ayes/**Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Health Officer

Connie Shaw, Recording Secretary