District Health Department No. 2
Board of Health Meeting Minutes
Hale Eagle Pointe Plaza
415 E. Main Street Hale, MI 48739
Monday, May 18, 2026
8:30 a.m.

ROLL CALL OF BOARD MEMBERS: Commissioner Jagst (Excused), Commissioner Johnston (Present), Commissioner Dutcher (Present), Commissioner Hardy (Excused), 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); Elisa Dack (Community Health Director/KOHA; Mary Ostrander (Hearing Vision Tech); 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 Scott and seconded by Commissioner Handrich to approve the agenda.**
  All Ayes/Motion Passed

Open to the Public:

- None

Approval of Minutes

- **Motion made by Commissioner Scott and seconded by Commissioner Surbrook to accept the minutes from April 27, 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 Program Expenditure Summary as of March 31, 2026.**
  Roll Call: Johnston: Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes, Dutcher: Yes/**Motion Passed**
- **Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to receive and file the Bank Reconciliation Summary as of April 30, 2026.**
  Roll Call: Handrich: Yes, McCauley: Yes, Surbook: Yes, Scott: Yes, Johnston: Yes, Dutcher: Yes/**Motion Passed**
- **Motion made by Commissioner Handrich and seconded by Commissioner Surbrook to approve the expenditures in the amount of $216,415.61.**
  Roll Call: Surbrook: Yes, Handrich: Yes, Dutcher: Yes, McCauley: Yes, Johnston: Yes, Scott: Yes/**Motion Passed**

Approval of Accounts Payables

- **Motion made by Commissioner Surbrook and seconded by Commissioner McCauley to approve the accounts payable in the amount of $80,223.33, which includes $9,264.26 in Homeland Security Fiduciary Funds.**

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

Jessica Gould and Terra Riddle with MDHHS presented DHD2 with the Project Public Health Ready (PPHR) award.

Matthew Tarrant with Braun Kendrick discussed options for future asset conveyance of the West Branch Building and details of the proposed lease.

Old Business:

Capital Expenditure for West Branch Building Repairs

- Motion made by Commissioner Surbrook and seconded by Commissioner Scott to approve the bid received from Best Value Roofing and Construction LLC in the amount of $14,544.07 for exterior building repairs and improvements for the West Branch building, including replacement of existing fascia, gutters, and downspouts, and installation of vinyl siding on two gable ends to improve the building's durability, functionality, and overall exterior appearance.
  Roll Call: Johnston: Yes, Scott: Yes, Surbrook: Yes, McCauley: Yes, Handrich: Yes, Dutcher: Yes/**Motion Passed**

New Business

Purchase one (1) Otoacoustic Emission (OAE) Hearing Screening Tool

- **Motion made by Commissioner McCauley and seconded by Commissioner Handrich to approve the purchase of one (1) OAE screening tool from School Health in the amount of $4,748.00, utilizing designated program grant funds.**
  Roll Call: Dutcher: Yes, Scott: Yes, Johnston: Yes, Surbrook: Yes, Handrich: Yes, McCauley: Yes/**Motion Passed**

Renewal of Multi-Year Iosco Lease

- **Motion made by Commissioner Surbrook and seconded by Commissioner Johnston to approve the renewal of a three (3) year lease of the Iosco annex building with Iosco County with lease costs increasing each year per Iosco cost allocation formula.**
  Roll Call: Scott: Yes, McCauley: Yes, Handrich: Yes, Johnston: Yes, Surbrook: Yes, Dutcher: Recused/**Motion Passed**

Unpaid Leave for One (1) Full-Time Probationary Employee

- **Motion made by Commissioner Surbrook and seconded by Commissioner Handrich to approve 9.25 hours of unpaid leave of absence for one full time probationary employee.**
  Roll Call: McCauley: Yes, Dutcher: Yes, Scott: Yes, Handrich: Yes, Surbrook: Yes, Johnston: Yes/**Motion Passed**

Receive and File Job Descriptions

- **Motion made by Commissioner Handrich and seconded by Commissioner Surbrook to receive and file the job descriptions.**
  Roll Call: Handrich: Yes, Surbrook: Yes, McCauley: Yes, Johnston: Yes, Dutcher: Yes, Scott: Yes/**Motion Passed**

Correspondence

- 2026 Dental Brief
- Release Oscoda Schools

Commissioner's Comments:

- Commissioner Johnston thanked Elisa and Cori for engaging with the private sector, dentists, and well drillers as public health professionals. He noted that it is nice to have positive interactions rather than always being seen as the "hammer". He also thanked the Health Officer for the letter of support.

Open to the Public:

- None

Adjourned

- **Motion made by Commissioner Scott and seconded by Commissioner Handrich to adjourn at 10:27am.**
  All Ayes**/Motion Passed**

Terry Dutcher, Board Chair

Denise M. Bryan, MPA, Health Officer

Connie Shaw, Recording Secretary