



Barry-Eaton District Health Department

Barry County: 330 W. Woodlawn Ave., Hastings MI 49058
Phone: 269-945-9516 Fax: 517-543-7737

Eaton County: 1033 Health Care Dr., Charlotte, MI 48813
Phone: 517-543-2430 Fax: 517-543-7737

Minutes of the Barry-Eaton District Board of Health
July 18, 2025
330 W. Woodlawn Ave, Hastings, MI 49058
1:00 p.m.

1. Call to Order	The meeting was called to order by Chair Getty at 1:00 pm
2. Attendance Roll Call	<p>Board Members Present: Commissioner Catherine Getty, Commissioner Jim Mott, Commissioner Keith Barber, Commissioner Bob Tuenessen, and Commissioner Bruce Campbell.</p> <p>Staff Present: Colette Scrimger (Health Officer), Jay VanStee (EH Director), Kali Nichols (Personal and Community Health Director), and Milea Burgstahler (PPE Director).</p>
3. Motion to Approve the Agenda	Motion by Commissioner Barber, Supported by Commissioner Tuenessen to approve the agenda as provided. All ayes, motion carried.
4. Approve the June 20, 2025, Board Meeting Minutes (ACTION)	Motion by Commissioner Mott, Supported by Commissioner Campbell to approve the June 20, 2025 meeting minutes as provided. All ayes, motion carried.
5. Approve the July 1, 2025, Special Board Meeting Minutes (ACTION)	Motion by Commissioner Tuenessen, Supported by Commissioner Barber to approve the July 1, 2025 meeting minutes as provided. All ayes, motion carried.
6. Limited Public Comment	None
7. Presentation: Employee Engagement Survey Report	<p>Bridget from People Matters presented the results of the employee engagement survey. The findings showed improvements in employee satisfaction related to compensation and work-life balance. Opportunities for improvement include communication and workplace atmosphere.</p> <p>Bridget noted that the survey was conducted shortly after the first round of layoffs was announced, which is reflected in both the scores and employee comments.</p>



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<p>8. Finance Report</p>	<p>a. Review of the Monthly Financial Statement</p> <p>Sarah Jennings, Maner Costerisan, gave a financial update, including an overview of the quarterly budget amendments.</p> <p>b. Approve Quarterly Budget Amendments (ACTION)</p> <p>Motion by Commissioner Tuenessen, supported by Commissioner Mott to approve the quarterly budget amendments.</p> <p>Roll Call Vote:</p> <p>Commissioner Keith Barber: Aye</p> <p>Commissioner Catherine Getty: Aye</p> <p>Commissioner Jim Mott: Aye</p> <p>Commissioner Bruce Campbell: Aye</p> <p>Commissioner Bob Tuenessen: Aye</p> <p>c. Approve Payables in the Amount of \$261,601.39 (ACTION)</p> <p>Motion by Commissioner Barber, Supported by Commissioner Campbell to approve the payables.</p> <p>Roll Call Vote:</p> <p>Commissioner Catherine Getty: Aye</p> <p>Commissioner Jim Mott: Aye</p> <p>Commissioner Keith Barber: Aye</p> <p>Commissioner Bob Tuenessen: Aye</p> <p>Commissioner Bruce Campbell: Aye</p>
<p>9. Standing Reports</p>	<p>a. Personal and Community Health Division</p> <p>i. Impact Story- Vaccine Clinics for Amish Community</p> <p>BEDHD nurse Megan Newton presented on recent vaccine clinics held to support measles prevention efforts in under-vaccinated communities within the jurisdiction in response to the ongoing national measles outbreak. Megan explained that trust had been established with an Amish school community through the efforts</p>



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	<p>of the disease intervention specialist, who provides education around vaccine waivers. Additionally, Megan developed a relationship with a family who had visited the BEDHD office to vaccinate their family. This connection helped build trust and open doors within the broader Amish community.</p> <p>As a result of these relationships, BEDHD was able to host vaccine clinics in both counties. In total, 78 vaccines were administered, offering protection against 12 different disease types. Megan emphasized the importance of building relationships with trusted individuals in the Amish community and meeting people where they are to improve vaccine uptake.</p>
10. Health Officer Report	<p>a. FY26 Proposed Budget, Fee Schedules, and Staffing</p> <p>Colette presented the proposed FY26 budget, updated fee schedules, and staffing tables. The proposed budget reflects flat state funding and a 25% reduction in appropriations from Eaton County. As a result, the staffing table indicates a decrease from 58.2 FTEs to 44.6 FTEs.</p> <p>The proposed Personal and Community Health (PCH) fee schedule includes increases based on changes to reimbursement rates. The Environmental Health (EH) fee schedule reflects a 20% across-the-board increase.</p> <p>To address the anticipated funding shortfall, several budget line items have been reduced. These include cuts to agency vehicles, professional development opportunities, and supplies.</p> <p>Board members engaged in discussion regarding the EH fee increases. There was also discussion surrounding the EH Director position. Colette explained that both EH supervisor positions are included in the staffing table, with one budgeted at the cost of the EH director, which provides flexibility to maintain either two</p>



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	<p>supervisors or one supervisor and a director. The decision to appoint a director will be determined by the incoming health officer.</p> <p>Colette also shared that Amy Sharrow, the current EH data specialist, has been temporarily promoted to EH Supervisor for three months during the transition, while the department is without a permanent EH Director and a new health officer has not yet been named.</p> <p>b. Proposed Environmental Health Tech Position (ACTION)</p> <p>Colette presented a proposal to add a new Environmental Health (EH) Technician position. She explained that the technician will support administrative functions for EH Specialists and assist with the Type II water program. Motion by Commissioner Barber, supported by Commissioner Campbell, to approve the addition of the Environmental Health Technician position.</p> <p>Roll Call Vote:</p> <p>Commissioner Keith Barber – Aye</p> <p>Commissioner Jim Mott – Aye</p> <p>Commissioner Bob Tuenessen – Aye</p> <p>Commissioner Bruce Campbell – Aye</p> <p>Commissioner Catherine Getty – Aye</p> <p>Motion carried.</p> <p>Colette also acknowledged EH Director Jay Vanstee’s 21 years of service, noting that this was his final Board of Health meeting prior to his retirement on July 31. Board members expressed their appreciation for Jay’s dedication and many contributions over the years.</p>
11. Other Business	None
12. Adjournment	Chairperson Getty adjourned the meeting at 1:51pm.



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~~Catherine Getty, Chair~~

Jim Mott, vice chair

Colette Scrimger, Health Officer

NEXT MEETING: August 15, 2025 in CHARLOTTE, MI

Should any person attending this meeting require accommodations, please notify the office three business days prior to the meeting at 517-541-2694.