



Barry-Eaton District Health Department

Barry-Eaton District Board of Health

November 21, 2025

330 W. Woodlawn Avenue, Hastings, MI 49058

1:00 p.m.

AGENDA

1. Roll Call
2. **Motion to Approve the Agenda (ACTION)**
3. **Approve October 17, 2025, Board Meeting Minutes (ACTION)**
4. Limited Public Comment (3 minutes per person)
5. Finance Report
 - a. Review of the Monthly Financial Statement
 - b. Approve Payables in the Amount of \$270,832.58 (ACTION)**
6. Standing Reports (as needed)
 - a. Emergency Preparedness Coordinator Award Presentation
 - b. Environmental Health Division
 - i. Staffing Update
 - c. Personal and Community Health Division
 - i. Impact Story - WIC (Women, Infant and Children)
7. Health Officer Report
8. Other Business (as needed)
 - a. December Meeting
9. Adjournment

NEXT MEETING: December 19, 2025 in CHARLOTTE, MI

Should any person attending this meeting require accommodation, please notify the office three business days prior to the meeting at 517-604-1921



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
October 17, 2025
1033 Health Care Dr, Charlotte, MI 48813
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	Board Members Present: Commissioner Catherine Getty, Commissioner Jim Mott, Commissioner Bruce Campbell, Commissioner Jane Whitacre, and Commissioner Bob Tuenessen. Staff Present: Rebekah Condon (Health Officer), Milea Burgstahler (PPE/EH Director), and Kali Nichols (PCH Director).
3. Motion to Approve the Agenda	Motion by Commissioner Whitacre, Supported by Commissioner Tuenessen to approve the agenda as provided. All ayes, motion carried.
4. Approve the September 19, 2025, Board Meeting Minutes (ACTION)	Motion by Commissioner Tuenessen, Supported by Commissioner Whitacre to approve the September 19, 2025 meeting minutes as provided. All ayes, motion carried.
5. Limited Public Comment	None
6. Finance Report	a. Review of the Monthly Financial Statement Sarah Jennings, Maner Costerisan, gave a financial update. b. Approve Payables in the Amount of \$262,106.50 (ACTION) Motion by Commissioner Mott, Supported by Commissioner Campbell to approve the payables. All ayes, motion carried.
7. Standing Reports	a. Environmental Health i. Amy Sharrow provided background on the Retail Food Standards Grant, including its purpose and development. She explained the role of the Food Safety Advisory Council, which brings together public health professionals, industry representatives, and consumers to discuss food safety issues. While previous meetings had low participation, this year's virtual meeting had 12 registrants and 6 attendees—all industry owners and operators. The group discussed



upcoming regulatory changes, including requirements for food safety training, challenges around rising food costs and maintaining food safety, and data on common violations. The council agreed to meet twice per year moving forward. A discussion followed, and all questions were addressed.

b. Personal & Community Health

- i. Laura described a confirmed tuberculosis (TB) case at a facility in Eaton County. She explained TB as a disease and outlined public health steps for testing and treating exposed individuals. Staff contacted the facility to assess the number of employees, shift structure, and working environment to determine the scope of potential exposure. Public health staff conducted onsite follow-up for testing and treatment, collaborating with the Medical Director and neighboring health departments. Barriers included language differences and lack of access to primary care providers.
- ii. Laura also presented a case of Salmonella Typhi in a student. She described the disease, follow-up testing protocols, and public health response. The team worked with the Washtenaw County Health Department to provide education to providers and students in high-risk populations. Efforts in Eaton County focused on household contacts and follow-up testing, with guidance and support from MDHHS. Questions were asked and answered.
- iii. Chris Chesla-Hughes introduced an updated immunization waiver process that has shifted from an in-person model to a hybrid format. Clients now complete an online, self-paced educational session covering vaccines, disease symptoms, risks, history, interactive quiz questions, and additional resources. Upon completion, clients schedule an appointment at the health department to finalize paperwork. This new process has saved significant staff hours to date, reduced scheduling delays during peak periods, shortened



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	client wait times, and improved overall efficiency and service capacity. Questions were asked and answered.
8. Health Officers Report	a. Proposal to add 0.2 FTE to PCH Supervisor (ACTION) Rebekah proposed an additional 0.2 FTE (8 hours) added to one of the current PCH Supervisor positions assisting with reorganization of tasks. Roll Call Vote: Commissioner Catherine Getty: Aye Commissioner Jim Mott: Aye Commissioner Bruce Campbell: Aye Commissioner Jane Whitacre: Aye Commissioner Bob Tuenessen: Aye Motion by Commissioner Whitacre, Supported by Commissioner Tuenessen. All Ayes, Motion passes. b. Motion by Commissioner Whitacre, Supported by Commissioner Mott to exit closed session at 2:00 PM. All Ayes, motion carried.
9. Other Business	None.
10. Adjournment	Chairperson Getty adjourned the meeting at 2:03 PM.

Catherine Getty, Chair _____ Rebekah Condon, Health Officer _____

NEXT MEETING: NOVEMBER 21, 2025 in HASTINGS, MI

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

Barry Eaton District Health Department
Detail Revenue and Expenditure Statement
Fiscal YTD as of October 31, 2025

	Actual YTD	YTD Budget	Fiscal Yr. Budget	% Used	Balance	Prior Year To Date 10/31/2024
Revenue						
Comprehensive Supplemental	0	2,276	35,341	0 %	35,341	0
Comprehensive Agreement Contracts	37,125	127,070	1,488,973	2 %	1,451,848	219,118
ELPHS Contracts	80,617	85,164	1,021,975	8 %	941,358	73,019
ELPHS-Local Community Stabilization Authority (LCSA)	0	0	190,784	0 %	190,784	0
MDEQ ELPHS Sewage/Water Contract	38,694	33,694	404,328	10 %	365,634	38,694
Contracts Non-Comprehensive Agreement	1,528	103,837	1,232,351	0 %	1,230,823	14,933
Federal Funded Vaccine Revenue	0	0	380,823	0 %	380,823	0
MCDC Dental Clinic Outreach/Rent	5,860	5,860	70,320	8 %	64,460	5,860
Barry County Solid Waste Oversite	0	0	2,400	0 %	2,400	0
Barry Appropriations	21,335	26,911	322,891	7 %	301,556	41,596
Eaton Appropriations	37,044	38,052	444,523	8 %	407,480	74,087
Medicaid Cost Reimbursement	(38)	54,290	217,160	(0) %	217,197	0
Fees for Service - EH	18,174	24,622	806,689	2 %	788,515	20,195
Permit Fees	15,743	29,592	241,579	7 %	225,836	19,262
Certification/Registration Training	(134)	0	19,296	(1) %	19,430	664
Fees for Service - Personal Health	1,357	173	2,078	65 %	721	1,224
Services Fees - Commercial Insurance PH	11,219	9,035	108,422	10 %	97,204	10,744
Service Fees-Medicaid PH	14,804	9,851	118,207	13 %	103,401	1,777
Service Fees-Medicare	0	606	7,273	0 %	7,274	0
Miscellaneous Revenue	3,122	0	0	0 %	(3,122)	1,515
Cty Central Services Local Support	43,378	50,077	600,986	7 %	557,609	43,378
Total Revenue	329,828	601,110	7,716,399	4 %	7,386,572	566,066
Expenses						
Salary and Fringe Expenses						
Salary Expenses	270,155	352,442	3,262,845	8 %	2,992,691	214,642
Fringe Expenses	86,214	132,769	1,539,456	6 %	1,453,242	120,940
Total Salary and Fringe Expenses	356,369	485,211	4,802,301	7 %	4,445,933	335,582
Operating Expenses						
Travel-Mileage	10	50	600	2 %	591	267
Travel-Other	1,042	3,374	16,438	6 %	15,395	5,062
Travel-Clients	0	10	120	0 %	120	0
Travel-Meals	104	1,006	6,643	2 %	6,539	198
Contractual	73,453	171,925	992,716	7 %	919,263	83,338
Equipment	(12,590)	400	4,800	(262) %	17,390	0
Computers/Computer Supplies	0	250	5,000	0 %	5,000	0
Computer Software/Subscriptions	10,462	16,182	199,617	5 %	189,156	6,659
Supplies	557	9,759	120,505	0 %	119,947	17,777
Supplies-Medical	364	3,225	38,694	1 %	38,329	172
Supplies-Pharmaceutical	13,050	7,913	94,955	14 %	81,906	16,414
Medical Services	363	239	2,874	13 %	2,512	202
Lab Fees	122	372	7,004	2 %	6,882	250
Pamphlets & Brochures	0	348	5,020	0 %	5,020	660
Outreach Materials	3	4,168	68,625	0 %	68,621	27
Recruitment Advertising	0	295	3,540	0 %	3,540	133
Membership Fees	2,205	2,875	11,227	20 %	9,022	1,965
Books/Subscriptions/Film	240	45	540	44 %	301	240
Insurance ADM	32,179	30,961	63,183	51 %	31,003	29,016
License Fees to St of MI	435	153	18,924	2 %	18,489	10,189
Food Safety Cert. Class	780	0	1,000	78 %	220	0
Repair/Maintenance	795	284	6,108	13 %	5,313	0
Training/Conferences	200	1,692	13,709	1 %	13,509	2,737
Postage	425	975	11,700	4 %	11,275	800
Telephone & Internet	2,353	2,440	38,468	6 %	36,115	3,177
Cell Phone	1,943	1,080	12,960	15 %	11,018	938
Rentals	0	0	750	0 %	750	0
Leases	7,772	7,022	84,299	9 %	76,526	11,044
Misc Exp	0	0	8,500	0 %	8,500	0
Vehicle Related Expense	2,294	1,082	12,991	18 %	10,698	2,727
Credit Card Fees	903	859	10,422	9 %	9,519	34
Cty Central Services Allocation Costs	43,378	50,100	601,200	7 %	557,821	43,378
Federal Funded Vaccine Exp	0	0	380,823	0 %	380,823	0
MCDC Dental DAPP/Rental Expense	5,859	5,860	70,143	8 %	64,284	5,860
Total Operating Expenses	188,701	324,944	2,914,098	6 %	2,725,397	243,264
Total Expenses	545,070	810,155	7,716,399	7 %	7,171,330	578,846
Excess (Deficiency) of Revenue Sources Over (Under) Expenditures	(215,242)	(209,045)	-		215,242	(12,780)

No CPA provides any assurance on these financial statements, which lack substantially all disclosures required by accounting principles generally accepted in the United States of America.

**SUBJECT TO MODIFICATION PENDING FINAL SEPTEMBER 30, 2025
YEAR END ADJUSTMENTS**

BARRY-EATON DISTRICT HEALTH DEPARTMENT

PAYMENTS FOR OCT 2025

BOARD OF HEALTH MEETING HELD AT CHARLOTTE, MI - EATON COUNTY

DATE: November 21, 2025

ACCOUNTS PAYABLE RUN 1	10/15/2025	\$	25,773.91
ACCOUNTS PAYABLE RUN 2	10/22/2025	\$	27,291.01
ACCOUNTS PAYABLE RUN 3	10/29/2025	\$	18,212.81
ACCOUNTS PAYABLE RUN 4	11/5/2025	\$	143,638.04
ACCOUNTS PAYABLE RUN 5	11/12/2025	\$	55,916.81
ACCOUNTS PAYABLE RUN 6			

TOTAL MONTHLY PAYMENTS SUBMITTED FOR APPROVAL: \$ **270,832.58**

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
10/17/2025	V00052--COMPU-FACT RESEARCH, INC	041000120000349	77.50
10/15/2025	V00434--CURI AGENCY LLC		2,289.75
10/15/2025	V00060--DEARBORN NATIONAL LIFE INSURANCE COMPAY		1,437.07
10/17/2025	V00449--DIANE SLOCUM	041000120000352	110.00
10/17/2025	V00088--ENTERPRISE FLEET MGMT	041000120000353	7,147.87
10/15/2025	V00102--GUN LAKE AREA SEWER AUTHORITY	Voided - 46115	0.00
10/15/2025	V00102--GUN LAKE AREA SEWER AUTHORITY	46116	122.00
10/17/2025	V00112--HENRY SCHEIN, INC.	041000120000348	364.41
10/15/2025	V00179--MERCK & CO., INC.		702.31
10/17/2025	V00192--MODERNA	041000120000351	5,755.40
10/17/2025	V00245--SEAMAN'S	041000120000350	795.00
10/17/2025	V00260--STAPLES CONTRACT & COMMERCIAL, INC	041000120000347	303.92
10/17/2025	V00272--TELNET WORLDWIDE, INC.	041000120000354	128.37
10/17/2025	V00146--UKG KRONOS SYSTEMS LLC	041000120000355	5,800.74
10/15/2025	V00300--VERIZON WIRELESS		699.68
10/17/2025	V00302--VOICES FOR HEALTH INC	041000120000346	23.84
	Total for PNC Gen Checking		25,757.86
	Bank: PNC-EFT-CC - PNC	Account no:	
10/15/2025	V00092--FEDERAL EXPRESS CORPORATION		16.05
	Total for PNC-EFT-CC		16.05

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
11/14/2025	V00013--AMAZON CAPITAL SERVICES, INC	041000120000378	169.47
11/12/2025	V00027--BARRY COUNTY CHAMBER OF COMMERCE	46126	200.00
11/12/2025	V00050--CMH-CEI	46127	1,546.89
11/14/2025	V00058--DAWDA MANN COUNSELORS AT LAW	041000120000372	7,094.91
11/14/2025	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000373	4,157.04
11/14/2025	V00088--ENTERPRISE FLEET MGMT	041000120000380	7,147.87
11/12/2025	V00344--INSPIRATION STUDIO DESIGNS		39.99
11/12/2025	V00462--JON GRIFFIN	46128	90.00
11/12/2025	V00172--MALPH	46129	4,723.00
11/12/2025	V00440--MID-MICHIGAN RECOVERY	46130	11,980.52
11/14/2025	V00216--PEOPLE MATTER LLC	041000120000379	15,934.80
11/14/2025	V00221--PITNEY BOWES-SUPPLIES	041000120000376	91.29
11/12/2025	V00236--ROBIN SORRENTINO	46131	240.00
11/14/2025	V00250--SHREDHUB	041000120000375	175.00
11/14/2025	V00272--TELNET WORLDWIDE, INC.	041000120000381	128.37
11/14/2025	V00329--UM HEALTH-SPARROW OCCUPATIONAL HEALTH	041000120000374	362.50
11/14/2025	V00301--VSP	041000120000377	1,196.79
11/14/2025	V00305--WEX BANK	041000120000371	638.37
	Total for PNC Gen Checking		55,916.81

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
10/22/2025	V00451--DAVID THRUN	46117	120.00
10/24/2025	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000357	247.00
10/22/2025	V00092--FEDERAL EXPRESS CORPORATION		16.05
10/22/2025	V00450--GANNETT MEDIA		239.88
10/24/2025	V00173--MANER COSTERISAN	041000120000358	22,458.00
10/24/2025	V00199--NACCHO	041000120000356	1,050.00
10/24/2025	V00323--PITNEY BOWES-LEASE	041000120000359	624.45
10/22/2025	V00426--SCRIBE		3.65
10/22/2025	V00337--STATE OF MICHIGAN-MDA		435.00
10/22/2025	V00306--WOW		2,096.98
	Total for PNC Gen Checking		27,291.01

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
10/29/2025	V00452--AVA THOM	46118	32.00
10/29/2025	V00453--CARRIE HAHN	46119	32.00
10/29/2025	V00457--CHATWELLS K-12	46120	134.00
10/31/2025	V00079--EATON COUNTY TREASURER	041000120000360	5,859.96
10/29/2025	V00454--JULIETTE MAREK	46121	32.00
10/29/2025	V00455--KATELYN HARRINGTON	46122	32.00
10/31/2025	V00364--KOSTER & LANE LLC	041000120000364	960.00
10/31/2025	V00165--LOGICALIS, INC.	041000120000365	1,094.50
10/31/2025	V00173--MANER COSTERISAN	041000120000362	9,119.00
10/31/2025	V00121--MINUTEMAN PRESS	041000120000363	105.35
10/31/2025	V00200--NATIONAL ENVIRONMENTAL HLTH ASSOCIATION	041000120000361	780.00
10/29/2025	V00456--SYDNEY MROZIK	46123	32.00
	Total for PNC Gen Checking		18,212.81

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
11/07/2025	V00013--AMAZON CAPITAL SERVICES, INC	041000120000367	92.98
11/05/2025	V00460--CALEB BRINSON	46124	566.00
11/07/2025	V00079--EATON COUNTY TREASURER	041000120000369	74,663.44
11/07/2025	V00177--MCKESSON MEDICAL-SURGICAL	041000120000366	2,757.63
11/05/2025	V00333--MERS		57,151.86
11/05/2025	V00207--NURSE ADMINISTRATORS FORUM	46125	155.00
11/07/2025	V00230--REAGAN GIELINCKI	041000120000370	1,775.00
11/07/2025	V00260--STAPLES CONTRACT & COMMERCIAL, INC	041000120000368	163.01
	Total for PNC Gen Checking		137,324.92

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
10/30/2025	V00458--DELTA HOTELS-MUSKEGON		324.82
10/30/2025	V00334--FACEBOOK		2.95
10/30/2025	V00092--FEDERAL EXPRESS CORPORATION		16.05
10/30/2025	V00179--MERCK & CO., INC.		5,969.30
	Total for PNC Gen Checking		6,313.12



Laurel McCamman, MPH, RD
Maternal Child Health Supervisor
LMccamman@bedhd.org

Courtney Madalinski
WIC Breastfeeding Peer Counselor
Cmadalinski@Bedhd.org



Barry-Eaton District
 Health Department
 Be Active • Be Safe • Be Healthy

1

WIC MISSION:

“To safeguard the health of low-income pregnant, postpartum, and breastfeeding women, infants, and children up to age 5 who are at nutrition risk by **providing nutritious foods** to supplement diets, **information on healthy eating** including **breastfeeding promotion and support**, and **referrals to health care.**”

- USDA Food and Nutrition Service



2

WIC ELIGIBILITY



- **Categorical:**
 - Pregnant Women
 - Breastfeeding Women up to 1 year from delivery
 - Postpartum women up to 6 months from delivery
 - Children-up to age 5
- **Residency:** Resident of the state of Michigan.
- **Income:** Must be at or below 185% federal poverty level or on Medicaid or Food Stamps (SNAP Benefits).

3

Michigan WIC Income Eligibility Guidelines - 2025-2026

Updated 6/1/2025

Family Size*	Hourly	Weekly	Bi-weekly	Monthly	Annual
1	\$13.91	\$557	\$1,114	\$2,413	\$28,953
2	\$18.81	\$753	\$1,505	\$3,261	\$39,128
3	\$23.70	\$949	\$1,897	\$4,109	\$49,303
4	\$28.59	\$1,144	\$2,288	\$4,957	\$59,478
5	\$33.48	\$1,340	\$2,679	\$5,805	\$69,653
6	\$38.37	\$1,536	\$3,071	\$6,653	\$79,828
7	\$43.27	\$1,731	\$3,462	\$7,501	\$90,003
8	\$48.16	\$1,927	\$3,853	\$8,349	\$100,178
For each additional family member add:		\$196	\$392	\$848	\$10,175

*If you are pregnant, include the number of infants you are expecting.

Notes:

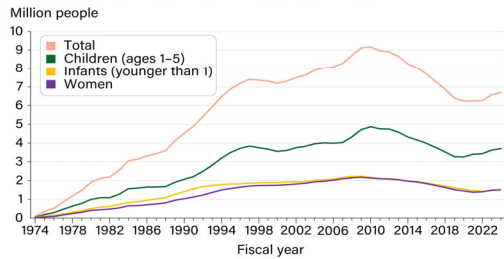
- ❖ Receiving **Medicaid, SNAP or TANF** benefits may qualify you as income-eligible for WIC.
- ❖ If you do not qualify under another program, WIC will use your gross household income (before taxes and deductions are taken out) to decide eligibility.

WIC INCOME REFERENCE SHEET

4

NATIONAL WIC PARTICIPATION

Average monthly WIC participation by group, fiscal years 1974-2024

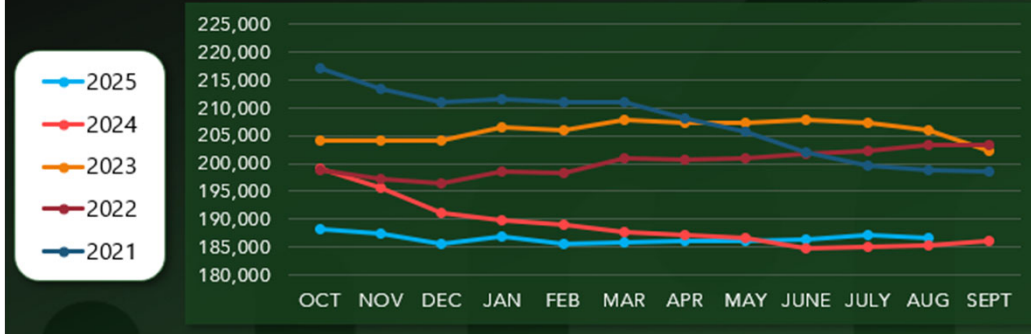


WIC = Special Supplemental Nutrition Program for Women, Infants, and Children.
 Note: The figure is based on preliminary data from the September 2024 Program Information Report (Keydata) released by USDA, Food and Nutrition Service (FNS) in December 2024. Data are subject to revision.
 Source: USDA, Economic Research Service using USDA, FNS data.

- According to the USDA, WIC served about 6.7 million participants monthly in FY2024, including 41% of all infants in the US.¹
- Federal program costs for WIC totaled \$7.2 billion in fiscal year 2024.¹

5

Total Statewide Closeout Participation



6

LOCAL PARTICIPATION

**Barry & Eaton County WIC serves
~ 1940 clients/month (Sept 2025)**

- **Categorical (Sept 2025):**
 - 61% Children between 1 & 5 years old
 - 21% Infants
 - 18% Women
 - 8% of which are pregnant
- **Breastfeeding Initiation (Oct 2025):**
 - 83% Initiation (infants & children)
- **Breastfeeding 6 mo Duration (Oct 2025):**
 - 20.2%

7

WIC SERVICES

- Nutritional Needs Assessment
- Nutrition Education and Counseling (RD available)
- Breastfeeding Promotion and Support
- Supplemental Foods
- Referral to Health and Social Services
- Screening for Hgb and Lead



8

FOOD PACKAGES

- Fresh fruits and vegetables - \$ amount
 - Fresh, frozen, or canned options
 - Pregnant/Post Partum = **\$47-\$52/month**
 - Children aged 1 - 5 = **\$26/month**
 - Normally **\$9-\$11/month**
- Whole grains
 - bread, tortillas, pastas, buns, rolls, rice, old fashion oats
- Hot or Cold Cereal options
 - Fortified with Iron and B Vitamins (folic acid)
- Eggs



9

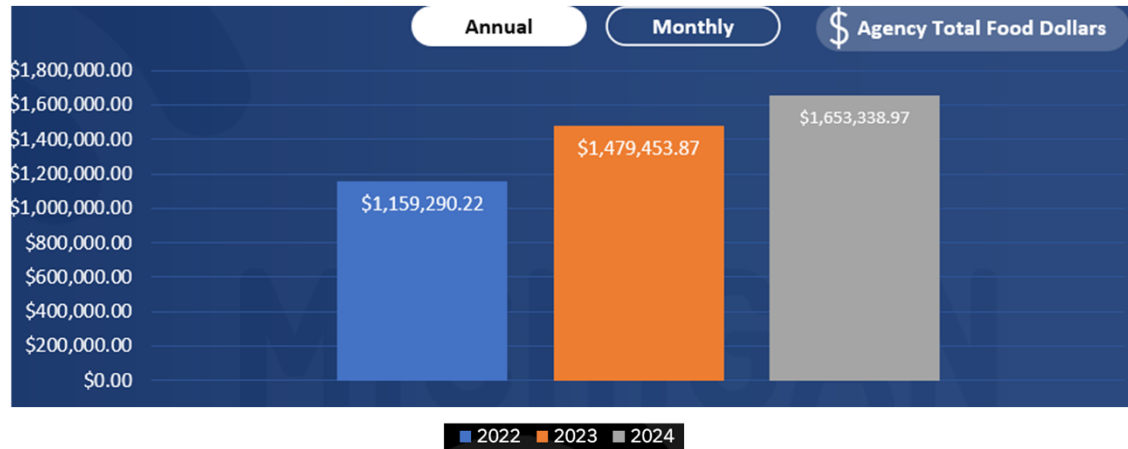
FOOD PACKAGES

- Cheese
- Yogurt
- Peanut butter or canned/dry beans or lentils
- Milk options: Cow's Milk, Lactose Free Milk or Soy Milk
 - 1%, ½% or Skim Milk, 2 years old or older
 - Whole milk or 2% Children ages 1 – 2 years old



10

TOTAL FOOD COSTS FY24 – BARRY-EATON



11

WIC BREASTFEEDING PEER



- Provides breastfeeding information and encouragement to pregnant and lactating clients
- Addresses barriers and offers resources and education
- Refers to other breastfeeding staff if out of the peer scope of practice
- Assists with Baby Café – Breastfeeding group and will be starting an infant feeding class early FY26 for WIC and community members

12

BREASTFEEDING PEER SUCCESS STORIES

13



QUESTIONS?

THANK YOU!

14