



Barry-Eaton District Health Department

Barry-Eaton District Board of Health
May 28, 2026
330 W. Woodlawn Avenue, Hastings, MI 49058
1:00 p.m.

AGENDA

1. Roll Call
2. **Motion to Approve the Agenda (ACTION)**
3. **Approve March 20, 2026 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 \$464,073.87 (ACTION)**
 - c. **Second Quarter Amendment (ACTION)**
6. Standing Reports (as needed)
 - a. Environmental Health Division
 - i. Household Hazardous Waste Event
 - ii. **Approval for a Colilert System (ACTION)**
 - b. Personal and Community Health Division
 - i. Children's Special Health Care Services Update
 - ii. Centering Program Collaboration
7. Health Officer Report
 - a. Updated Organizational Chart
 - b. **Job Description Update (ACTION)**
 - c. **Union Pay Band Update Approval (ACTION)**
 - d. **Add BOH August 21, 2026 Meeting (ACTION)**
 - e. Discussion on National Volunteerism Day
8. Other Business (as needed)
9. Adjournment

NEXT MEETING: July 24, 2026 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



Minutes of the Barry-Eaton District Board of Health
March 20, 2026
1033 Health Care Dr, Charlotte, MI 48113
1:00 p.m.

1. Call to Order	The meeting was called to order by Chair Catherine Getty at 1:09 pm
2. Attendance Roll Call	Board Members Present: Commissioner Catherine Getty, Commissioner Jim Mott, Commissioner Bruce Campbell, Commissioner Jane Whitacre and Commissioner Keith Barber. Staff Present: Rebekah Condon (Health Officer), and Kali Nichols (Personal & Community Health Director), Sarah Jennings (Maner Costerisan)
3. Motion to Approve the Agenda (ACTION)	Motion by Commissioner Whitacre, Supported by Commissioner Barber to approve the agenda. All ayes, motion carries.
4. Approve the January 16, 2026, Board Meeting Minutes (ACTION)	Motion by Commissioner Mott, Supported by Commissioner Campbell to approve January 16, 2026, meeting minutes as provided. All ayes, motion carried.
5. Limited Public Comment	None.
6. Finance Report	<p>a. Review of the Monthly Financial Statement</p> <p>Sarah Jennings (Maner Costerisan) reviewed the monthly financial statement and provided an overview of the current budget.</p> <p>b. <u>Motion to approve the January & February Payables in the amount of \$627,216.41.</u></p> <p>Motion by Commissioner Barber, Supported by Commissioner Whitacre to approve the payables for \$627,216.41.</p> <p>Roll Call Vote:</p> <p>Barber – Yes</p> <p>Getty – Yes</p> <p>Mott – Yes</p> <p>Campbell – Yes</p> <p>Whitacre – Yes</p> <p>Motion carried.</p>
7. Standing Reports	a. Environmental Health Division



i. Rebekah Condon (Health Officer) provided an environmental health enforcement update on two separate situations. The first property had sanitary code violations and health and safety concerns, including an unapproved hand-dug well servicing an Airbnb and an unapproved septic system. An imminent health threat order was issued in September 2025, resulting in immediate court intervention and a compliance order in November 2025. A hearing was held in January 2026, and in February 2026, a preliminary injunction was granted. The dwelling's order vacated, and the Airbnb was ordered to cease operations. The health department outlined compliance requirements for the property owner. The second property had a failed septic system with a collapsing tank and was currently unoccupied. A violation was issued, and the owner was required to pump, crush, and fill the system and connect to the municipal sewer. The issue was not corrected, and an order to condemn was issued in February 2026.

b. Personal and Community Health Division

i. Childhood Lead Program and Abatement Update: Liz Hatt, RN, provided an update on lead and abatement efforts. She shared statistics on children tested for lead and those with elevated blood lead levels. Liz also provided a closing update on a client abatement case ongoing since summer 2023 involving two young children with elevated blood lead levels. The State of Michigan provided abatement support to the family, including new bathroom and kitchen faucets, home cleaning, replacement windows and doors, painting, flooring replacement, and new siding and roofing. Liz highlighted the success of nursing case management and abatement efforts by showing that the children's blood lead levels have steadily decreased and are now within the optimal range.



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

	<p>ii. HIV Education: Liz provided an update on the health department’s HIV services. BEDHD offers free HIV screening, and the CDC recommends that everyone between the ages of 13 and 64 be tested at least once. Additional services include testing for STIs such as chlamydia and gonorrhea, assessing eligibility for PrEP, providing referrals for further testing if needed, and connecting clients to prevention and treatment resources. Liz explained the partnership between BEDHD and the Michigan Department of Health and Human Services (MDHHS) Disease Intervention Specialist (DIS) for clients who test positive for HIV. This partnership provides follow-up support for individuals and their partners.</p>
<p>8. Health Officer Report</p>	<p>a. Rebekah Condon (Health Officer) presented a staff update. She announced two upcoming retirements of long-term staff, introduced several new staff members, and celebrated an internal promotion. Retirements: Jodi Pessel, Community Services Supervisor, celebrating 26 years of service and Bea Popp, Hearing & Vision Technician, celebrating 10 years of service. New Hires include Rachel Emmons, Lexy Porter, Taylor Vorman, Montana Krukowski, and Brook Foland. Amber Ghiardi has been internally promoted to Community Services Supervisor.</p> <p>b. FY25 Audit Report: Rebekah Condon (Health Officer) reviewed the recent preliminary audit findings with the board. There was a chance for questions or comments, some discussion was had. The final report will be presented to the board once the audit is finalized.</p>
<p>9. Other Business</p>	<p>None.</p>
<p>10. Adjournment</p>	<p>Motion by Commissioner Mott to adjourn the meeting. All ayes, motion carried. Meeting adjourned at 1:53 pm</p>

Catherine Getty, Chair _____ Rebekah Condon, Health Officer _____

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 April 30, 2026

	Actual YTD	YTD Budget	Fiscal Yr. Budget	% Used	Balance	Prior Year To Date	Year Ending	Budget Change
		25-26 1st Q Amend	25-26 1st Q Amend			04/30/2025	09/30/2026	
Revenue						Actual	25-26 2Q Budget	
Comprehensive Supplemental	4,551	19,986	35,341	13 %	30,790	6,242	35,341	0
Comprehensive Agreement Contracts	766,441	910,877	1,601,930	47 %	835,489	1,443,809	1,455,542	(146,388)
ELPHS Contracts	564,319	596,152	1,021,975	55 %	457,656	511,139	1,021,975	0
ELPHS-Local Community Stabilization Authority (LCSA)	190,784	190,784	190,784	100 %	0	190,784	190,784	0
MDEQ ELPHS Sewage/Water Contract	270,858	235,858	404,328	67 %	133,470	270,858	404,328	0
Contracts Non-Comprehensive Agreement	369,115	731,742	1,232,351	30 %	863,236	374,460	1,263,626	31,275
Federal Funded Vaccine Revenue	0	0	380,823	0 %	380,823	0	380,823	0
MCDC Dental Clinic Outreach/Rent	41,019	41,020	70,320	58 %	29,301	41,020	70,320	0
Barry County Solid Waste Oversight	0	0	2,400	0 %	2,400	131	2,400	0
Barry Appropriations	186,167	149,340	256,024	73 %	69,857	296,996	256,024	0
Eaton Appropriations	268,080	260,278	444,523	60 %	176,443	518,611	444,522	(1)
Medicaid Cost Reimbursement	80,000	162,870	217,160	37 %	137,160	120,000	217,160	0
Fees for Service - EH	574,445	669,049	806,689	71 %	232,244	392,069	791,757	(14,932)
Permit Fees	134,512	123,163	241,579	56 %	107,067	93,572	241,579	0
Certification/Registration Training	2,365	9,648	19,296	12 %	16,931	8,167	2,412	(16,884)
Fees for Service - Personal Health	5,638	1,212	2,077	271 %	(3,561)	10,618	2,078	1
Services Fees - Commercial Insurance PH	69,550	63,246	108,423	64 %	38,873	77,099	108,422	(1)
Service Fees-Medicaid PH	45,160	68,954	118,206	38 %	73,046	41,967	118,207	1
Service Fees-Medicare	3,207	4,243	7,274	44 %	4,067	3,237	7,273	(1)
Prior Year Revenue	0	0	0	0 %	0	163,962	0	0
Miscellaneous Revenue	966	0	0	0 %	(966)	25	0	0
Cty Central Services Local Support	236,444	356,816	601,198	39 %	364,754	303,644	601,178	(20)
Total Revenue	3,813,621	4,595,238	7,762,701	49 %	3,949,080	4,868,410	7,615,751	(146,950)
Expenses								
Salary and Fringe Expenses								
Salary Expenses	1,701,670	1,913,713	3,137,886	54 %	1,436,216	2,076,889	3,005,188	(132,698)
Fringe Expenses	742,493	853,749	1,435,052	52 %	692,559	1,066,520	1,359,419	(75,633)
Total Salary and Fringe Expenses	2,444,163	2,767,462	4,572,938	53 %	2,128,775	3,143,409	4,364,607	(208,331)
Operating Expenses								
Travel-Mileage	61	350	600	10 %	539	557	610	10
Travel-Other	5,786	10,868	17,448	33 %	11,662	12,845	20,019	2,571
Travel-Clients	0	70	120	0 %	120	0	120	0
Travel-Meals	678	4,195	6,643	10 %	5,965	1,041	7,014	371
Contractual	509,206	705,259	1,076,680	47 %	567,474	468,929	1,108,952	32,272
Equipment	2,008	37,847	73,260	3 %	71,252	0	30,243	(43,017)
Computers/Computer Supplies	0	56,710	58,960	0 %	58,960	7,290	24,061	(34,899)
Computer Software/Subscriptions	110,037	107,157	192,346	57 %	82,309	80,898	185,758	(6,588)
Supplies	10,698	69,797	126,630	8 %	115,932	61,313	119,184	(7,446)
Supplies-Medical	3,435	22,971	39,094	9 %	35,659	4,796	40,356	1,262
Supplies-Pharmaceutical	60,686	55,391	94,956	64 %	34,270	47,332	95,846	890
Medical Services	2,341	1,677	2,874	81 %	533	1,936	3,424	550
Lab Fees	1,716	3,454	7,804	22 %	6,088	1,652	5,307	(2,497)
Pamphlets & Brochures	0	3,282	5,020	0 %	5,020	1,887	5,254	234
Outreach Materials	3	66,677	120,957	0 %	120,954	1,555	70,659	(50,298)
Recruitment Advertising	0	2,065	3,540	0 %	3,540	715	3,540	0
Membership Fees	8,106	10,288	11,467	71 %	3,361	18,038	11,715	248
Books/Subscriptions/Film	240	315	540	44 %	300	240	540	0
Insurance ADM	61,306	61,746	63,290	97 %	1,984	59,514	63,290	0
License Fees to St of MI	1,342	17,476	18,924	7 %	17,582	11,827	18,924	0
Food Safety Cert. Class	780	1,000	1,000	78 %	220	4,440	1,000	0
Repair/Maintenance	2,578	1,988	6,108	42 %	3,530	1,845	9,822	3,714
Training/Conferences	3,230	7,034	13,719	24 %	10,489	16,666	16,794	3,075
Postage	4,549	6,825	11,700	39 %	7,151	6,551	10,786	(914)
Telephone & Internet	26,862	26,428	38,892	69 %	12,030	40,219	40,520	1,628
Cell Phone	9,208	6,826	11,960	77 %	2,752	16,183	13,690	1,730
Rentals	0	0	750	0 %	750	140	750	0
Leases	52,106	58,113	99,623	52 %	47,517	72,104	108,452	8,829
Misc Exp	5,111	3,750	8,500	60 %	3,389	3,154	154,262	145,762
Vehicle Related Expense	6,136	7,930	13,594	45 %	7,458	7,357	16,203	2,609
Credit Card Fees	7,224	6,089	10,422	69 %	3,198	4,824	11,707	1,285
Cty Central Services Allocation Costs	216,888	350,700	601,199	36 %	384,311	303,644	601,199	0
Federal Funded Vaccine Exp	0	0	380,823	0 %	380,823	0	380,823	0
MCDC Dental DAPP/Rental Expense	41,020	41,020	70,320	58 %	29,300	41,020	70,320	0
Total Operating Expenses	1,153,341	1,755,298	3,189,763	36 %	2,036,422	1,300,512	3,251,144	61,381
Total Expenses	3,597,504	4,522,760	7,762,701	46 %	4,165,197	4,443,921	7,615,751	(146,950)
Excess (Deficiency) of Revenue Sources Over (Under) Expenditures	216,117	72,478	0		(216,117)	424,489	0	0

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. The financial statements are not intended to be reports in accordance with ASU 2016-14, Presentation of Financial Statements of Not-for-Profit Entities.

H:\e_div\Finance Reports\Accounts Payable\BOH REPORTS

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
03/25/2026	V00463--BCCMHA/SATF	46164	5,611.10
03/25/2026	V00050--CMH-CEI	46165	22,476.30
03/27/2026	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000533	286.00
03/25/2026	V00367--FAMILY SUPPORT CENTER OF BARRY COUNTY	46166	50.00
03/27/2026	V00109--HEDGEROW SOFTWARE US INC	041000120000531	2,000.00
03/25/2026	V00487--INFINITY HOME IMPROVEMENT	46167	150.00
03/27/2026	V00394--MADELINE VERVAEKE	041000120000532	354.81
03/25/2026	V00309--MEHA	46168	500.00
03/25/2026	V00381--WEEBLY		120.00
03/25/2026	V00306--WOW		2,096.98
	Total for PNC Gen Checking		<u>33,645.19</u>

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/03/2026	V00013--AMAZON CAPITAL SERVICES, INC	041000120000536	28.00
04/01/2026	V00490--BAYPOINTE RESTAURANT	46170	43.00
04/03/2026	V00327--COREWELL HEALTH OCCUPATIONAL SERVICES	041000120000535	293.00
04/03/2026	V00079--EATON COUNTY TREASURER	041000120000538	80,523.40
04/01/2026	V00486--ESRI		(2,568.00)
04/01/2026	V00486--ESRI		2,568.00
03/31/2026	V00486--ESRI		2,568.00
03/31/2026	V00117--IMPREST CASH - BARRY COUNTY	46169	152.25
04/03/2026	V00165--LOGICALIS, INC.	041000120000540	177.00
04/03/2026	V00173--MANER COSTERISAN	041000120000534	20,390.70
04/01/2026	V00187--MICHIGAN PUBLIC HEALTH INSTITUTE		(50.00)
04/01/2026	V00187--MICHIGAN PUBLIC HEALTH INSTITUTE		50.00
03/31/2026	V00187--MICHIGAN PUBLIC HEALTH INSTITUTE		50.00
04/01/2026	V00346--PARK PLACE HOTEL		(505.11)
04/01/2026	V00346--PARK PLACE HOTEL		505.11
03/31/2026	V00346--PARK PLACE HOTEL		505.11
04/03/2026	V00358--PRINTLINK SHORT RUN BUSINESS FORMS	041000120000537	354.17
04/03/2026	V00230--REAGAN GIELINCKI	041000120000539	1,775.00
04/01/2026	V00337--STATE OF MICHIGAN-MDA		(39.00)
04/01/2026	V00337--STATE OF MICHIGAN-MDA		39.00
03/31/2026	V00337--STATE OF MICHIGAN-MDA		39.00
04/01/2026	V00489--WESLEY WOODS CAMP	46171	80.00
	Total for PNC Gen Checking		106,978.63
	Bank: PNC-EFT-CC - PNC	Account no:	
04/01/2026	V00005--ACCIDENT FUND INS CO OF AMER		(1,831.00)
04/01/2026	V00005--ACCIDENT FUND INS CO OF AMER		1,831.00
03/31/2026	V00005--ACCIDENT FUND INS CO OF AMER		1,831.00
	Total for PNC-EFT-CC		1,831.00

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/10/2026	V00013--AMAZON CAPITAL SERVICES, INC	041000120000546	105.49
04/10/2026	V00014--AMBS MESSAGE CENTER, INC.	041000120000555	48.44
04/10/2026	V00021--AURELIA PENA	041000120000549	976.98
04/10/2026	V00461--CONTROL SOLUTIONS	041000120000541	145.21
04/08/2026	V00398--CSTE		950.00
04/08/2026	V00060--DEARBORN NATIONAL LIFE INSURANCE COMPAY		1,598.33
04/10/2026	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000545	3,897.40
04/10/2026	V00088--ENTERPRISE FLEET MGMT	041000120000554	7,147.87
04/08/2026	V00092--FEDERAL EXPRESS CORPORATION		16.72
04/10/2026	V00115--HOSPITAL NETWORK HEALTHCARE SERVICES LLC	041000120000544	94.28
04/10/2026	V00149--LAND'S END	041000120000551	17.66
04/10/2026	V00155--LAUREL MCCAMMAN	041000120000548	61.84
04/08/2026	V00190--MID-MICHIGAN DISTRICT HEALTH DEPT.	46172	15,300.00
04/10/2026	V00216--PEOPLE MATTER LLC	041000120000552	10,816.60
04/08/2026	V00236--ROBIN SORRENTINO	46173	240.00
04/08/2026	V00491--SAGINAW VALLEY UNIVERSITY		110.00
04/10/2026	V00242--SANOFI PASTEUR INC.	041000120000550	132.74
04/10/2026	V00250--SHREDHUB	041000120000542	175.00
04/10/2026	V00272--TELNET WORLDWIDE, INC.	041000120000553	128.37
04/08/2026	V00391--UNIVERSITY OF MICHIGAN HEALTH-SPARROW	46174	11.08
04/10/2026	V00301--VSP	041000120000547	1,260.10
04/10/2026	V00305--WEX BANK	041000120000543	951.75
	Total for PNC Gen Checking		<u>44,185.86</u>

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/17/2026	V00013--AMAZON CAPITAL SERVICES, INC	041000120000559	59.16
04/17/2026	V00021--AURELIA PENA	041000120000560	159.00
04/17/2026	V00327--COREWELL HEALTH OCCUPATIONAL SERVICES	041000120000556	37.00
04/17/2026	V00496--EMILY SMALE	041000120000561	57.05
04/15/2026	V00102--GUN LAKE AREA SEWER AUTHORITY	46175	116.00
04/15/2026	V00118--IMPREST CASH - EATON COUNTY	46176	170.24
04/15/2026	V00179--MERCK & CO., INC.		3,426.10
04/15/2026	V00333--MERS		52,608.08
04/17/2026	V00187--MICHIGAN PUBLIC HEALTH INSTITUTE	041000120000562	125.00
04/15/2026	V00440--MID-MICHIGAN RECOVERY	46177	9,571.07
04/17/2026	V00323--PITNEY BOWES-LEASE	041000120000564	624.45
04/17/2026	V00495--PUNKS WITH LUNCH	041000120000557	6,728.15
04/15/2026	V00494--ROBERT HYNES	46178	357.00
04/15/2026	V00493--SHANON DEMPSEY	46179	29.00
04/17/2026	V00146--UKG KRONOS SYSTEMS LLC	041000120000563	1,269.91
04/15/2026	V00366--UNEMPLOYMENT INSURANCE AGENCY		5,281.78
04/17/2026	V00302--VOICES FOR HEALTH INC	041000120000558	43.21
	Total for PNC Gen Checking		80,662.20

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/22/2026	V00405--CONSTANT CONTACT INC		294.00
04/24/2026	V00327--COREWELL HEALTH OCCUPATIONAL SERVICES	041000120000570	256.00
04/24/2026	V00058--DAWDA MANN COUNSELORS AT LAW	041000120000566	4,967.95
04/22/2026	V00060--DEARBORN NATIONAL LIFE INSURANCE COMPAY		1,570.42
04/24/2026	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000569	286.00
04/22/2026	V00499--DUSTIN ANDERSON	46180	36.00
04/24/2026	V00112--HENRY SCHEIN, INC.	041000120000571	255.87
04/24/2026	V00344--INSPIRATION STUDIO DESIGNS	041000120000565	1,237.50
04/24/2026	V00410--KAYLYNNE LUZBETAK	041000120000568	68.47
04/24/2026	V00156--LAUREN C METCALFE	041000120000567	616.80
04/22/2026	V00481--RESIDENCE INN BY MARRIOTT BALTIMORE		705.00
04/24/2026	V00260--STAPLES CONTRACT & COMMERCIAL, INC	041000120000572	99.03
04/22/2026	V00366--UNEMPLOYMENT INSURANCE AGENCY		0.77
04/22/2026	V00300--VERIZON WIRELESS		623.28
04/22/2026	V00306--WOW		2,003.48
	Total for PNC Gen Checking		13,020.57
	Bank: PNC-EFT-CC - PNC	Account no:	
04/22/2026	V00005--ACCIDENT FUND INS CO OF AMER		1,831.00
	Total for PNC-EFT-CC		1,831.00

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/29/2026	V00013--AMAZON CAPITAL SERVICES, INC		200.00
05/01/2026	V00079--EATON COUNTY TREASURER	041000120000574	5,859.96
04/29/2026	V00080--EATON RESA	46181	100.00
04/29/2026	V00447--FREEDOME LAND INVESTMENTS	46182	296.00
04/29/2026	V00501--KATIE GARRISON	46183	717.00
05/01/2026	V00173--MANER COSTERISAN	041000120000573	5,454.00
05/01/2026	V00191--MILEA BURGSTAHLER	041000120000576	336.74
05/01/2026	V00260--STAPLES CONTRACT & COMMERCIAL, INC	041000120000577	227.94
05/01/2026	V00377--UPHCS	041000120000575	154.50
	Total for PNC Gen Checking		13,346.14

Barry Eaton District Health Department Check register

Date	Vendor	Document no.	Amount			
Bill date	Bill no.	GL account or account label	Method	Amount applied	Memo	Cost Code
	Bank: PNC Gen Checking - PNC BANK	Account no: 4260636732				
	070					
04/23/2026	V00447--FREEDOME LAND INVESTMENTS	Voided - 46111		(296.00)		
10/03/2025	REFUND SITE EVALUATION	60008--Site Evaluation Fees	Printed Check		(296.00) REFUND FOR SITE 235--On-Site ELVALUATION	Sewage
		Applied total:		<u>(296.00)</u>		
		Total:		<u><u>(296.00)</u></u>		

**Barry Eaton District Health Department
Check register**

<u>Date</u>	<u>Vendor</u>	<u>Document no.</u>	<u>Amount</u>
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
04/30/2026	V00013--AMAZON CAPITAL SERVICES, INC		75.00
04/30/2026	V00503--RUTH'S ROSES		93.88
04/30/2026	V00337--STATE OF MICHIGAN-MDA		149.00
	Total for PNC Gen Checking		<u>317.88</u>

**Barry Eaton District Health Department
Check register**

Date	Vendor	Document no.	Amount
	Bank: PNC Gen Checking - PNC BANK 070	Account no: 4260636732	
05/06/2026	V00335--ADOBE		72.61
05/08/2026	V00013--AMAZON CAPITAL SERVICES, INC	041000120000581	224.74
05/08/2026	V00014--AMBS MESSAGE CENTER, INC.	041000120000590	71.96
05/06/2026	V00502--BAVARIAN INN		734.72
05/06/2026	V00505--CORNER CONE	46184	281.00
05/08/2026	V00062--DELL INC	041000120000586	843.12
05/08/2026	V00063--DELTA DENTAL PLAN OF MICHIGAN INC	041000120000579	3,587.40
05/08/2026	V00079--EATON COUNTY TREASURER	041000120000578	74,663.44
05/06/2026	V00092--FEDERAL EXPRESS CORPORATION		16.72
05/06/2026	V00506--JOE FRAZIER	46185	80.00
05/08/2026	V00165--LOGICALIS, INC.	041000120000591	10,706.52
05/06/2026	V00333--MERS		62,278.57
05/06/2026	V00507--PATTY MCLVOR	46186	357.00
05/08/2026	V00216--PEOPLE MATTER LLC	041000120000588	5,991.00
05/08/2026	V00324--PITNEY BOWES-RESERVE	041000120000583	2,500.00
05/08/2026	V00230--REAGAN GIELINCKI	041000120000587	1,775.00
05/08/2026	V00250--SHREDHUB	041000120000580	175.00
05/08/2026	V00256--SMILEMAKERS	041000120000585	178.00
05/08/2026	V00272--TELNET WORLDWIDE, INC.	041000120000589	128.37
05/06/2026	V00508--U OF M HEALTH-SPARROW EATON	46187	1,731.36
05/08/2026	V00301--VSP	041000120000584	1,189.25
05/08/2026	V00305--WEX BANK	041000120000582	965.62
	Total for PNC Gen Checking		<u>168,551.40</u>



QUOTE 20296677

Number / Date
20296677 / 03/18/2026

Ship to Address

DEPT OF FISHERIES AND WILDLIFE
RM 3 NATURAL RESOURCES
480 WILSON RD.
EAST LANSING MI 48824-1222
UNITED STATES
UNITED STATES

Sold to Address

MICHIGAN STATE UNIVERSITY
ACCOUNTS PAYABLE DEPARTMENT
103 ANGELL BLDG
EAST LANSING MI 48824-1234
UNITED STATES
UNITED STATES

Bill-to Customer 16287

Net weight : 101.546

Pricing is valid until 9/30/27

Material ID Commodity/COO	Description Batch	Exp.Date	Quantity Backorder item	UnitPrice	Total Value
98-0002570-01 8422309187/US	SEALER PLUS, WQTSPLUS		1	5,653.00	5,653.00
98-13818-03 8419899585/DE	WI660, LARGE INCUBATOR, 120V		1	1,832.00	1,832.00
99-0020290-00 8543709860/CA	UV VIEWER PLUS, WUVPLUS, 115-230V		1	1,347.00	1,347.00
98-08877-00 3822190080/US	WP200I-18 GAMMA IRAD COLILERT-18 200PACK		1	1,685.00	1,685.00
98-09221-00 3926909910/CN	WV120SBST-200, VESSELS W/ST AND SB, 200PK		1	188.00	188.00
98-21675-00 3926909910/US	WQT2K QUANTI-TRAY 2000 DISPOSABLE 100/BX		1	289.00	289.00
98-29000-01 3822190080/US	WQC-TCEC IDEXX-QC_COLIFORM AND E. COLI		1	250.00	250.00
98-08876-00 3822190080/US	WP020I-18 GAMMA IRRAD COLILERT-18 20PACK		1	214.50	214.50
98-27164-00 3822190080/US	WP100I-18 IRRADIATED COLILERT-18 100PK		1	949.50	949.50
98-29007-01 3822190080/US	WQC-EC IDEXX-QC_E. COLI		1	249.75	249.75

All local taxes at customer charge



Date
05/04/2026

Number
20296677

Items Total	12,657.75
Freight Value	710.60
Total Amount	USD 13,368.35
	=====

All local taxes at customer charge

Children's Special Health Care Services

Children's Special

Health Care Services



Barry-Eaton District
Health Department

Be Active • Be Safe • Be Healthy

What Is CSHCS

Program within MDHHS

For children and some adults with special health care needs

Part of Title V of the Social Security Act

Focuses on family centered services for over 2700 diagnoses



Who Is Eligible For CSHCS

Michigan Resident

- US citizen or documented non-citizen admitted for permanent residence
- Non-citizen legally admitted migrant worker

Child

- Birth through 26th birthday
- Adult for life with certain bleeding disorders, sickle cell, or cystic fibrosis

Qualifying Medical Condition

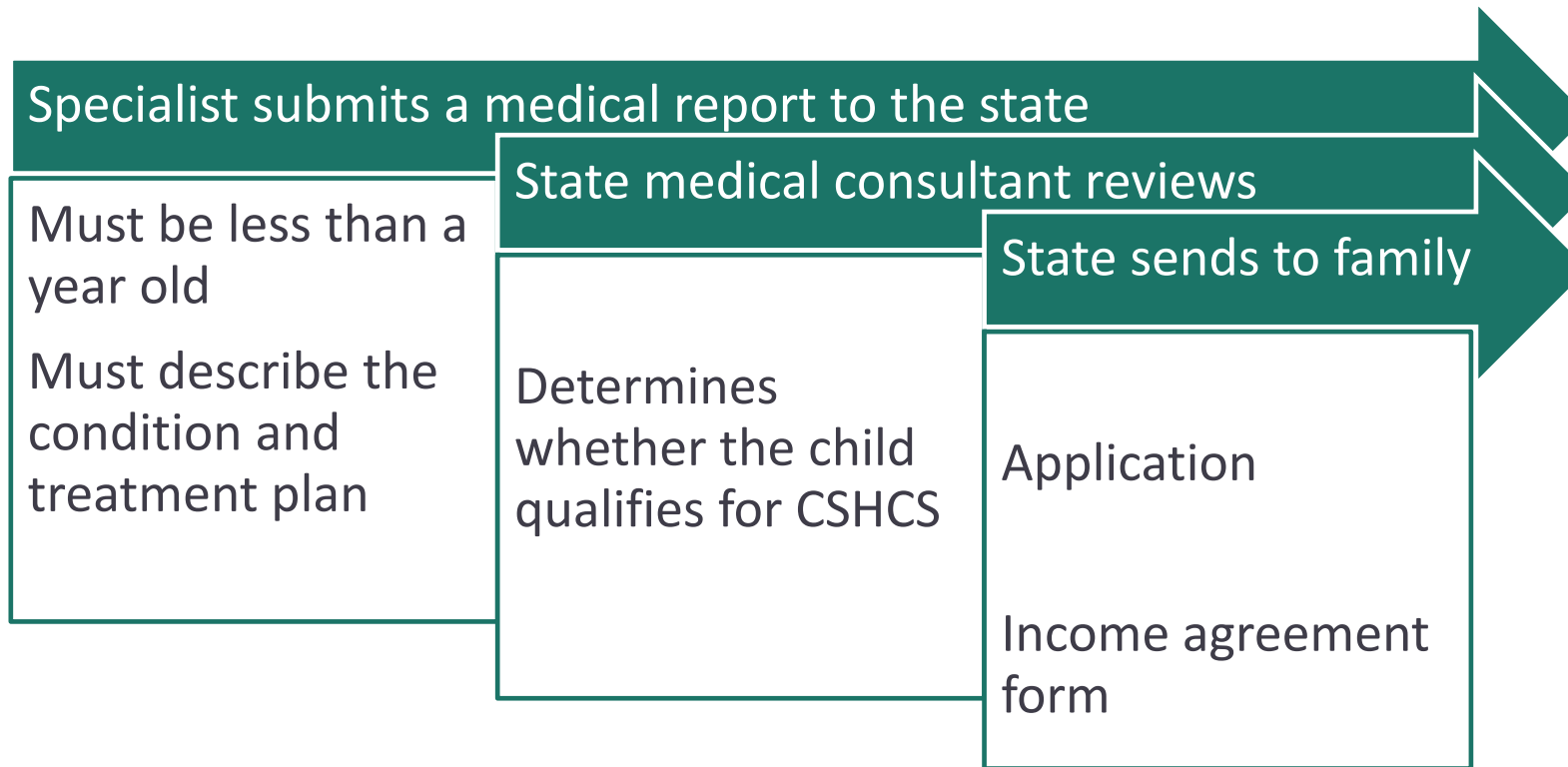
- Some diagnoses must meet severity or chronicity criteria (e.g. asthma)



Conditions Not Covered

- Psychiatric, emotional, and behavioral disorders
- Attention deficit disorder, autism
- Developmental delay
- Intellectual disability

To Apply For CSCHS



Financial Benefits



CSHCS can cover deductibles and copays



Pay for specialty – medical, hospital,
pharmacy, and labs



Mileage and lodging reimbursement if
needed

Barry-Eaton Health Department Role



Support coordination
of services



Assist in locating
specialty resources
for families



Coordinate
transportation and
lodging
reimbursement

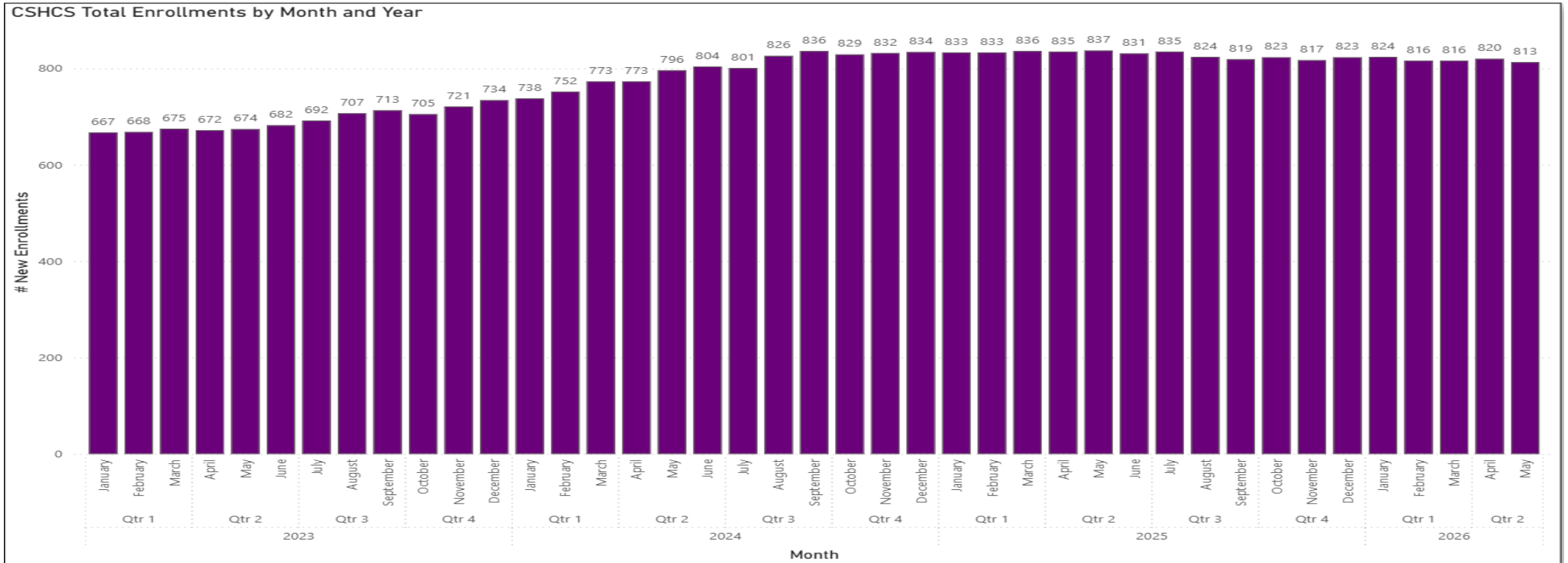


Offer Case
Management, Plan of
Care, and /or Care
Coordination



Barry- Eaton CSHCS Data

May 2026 - Barry – 380 Eaton - 433



Barry-Eaton CSHCS Data

117 Participants with Eustacian Tube Disorder

108 Participants with Epilepsy

102 Participants with Type 1 Diabetes

22 Participants with a cancer diagnosis

BARRY-EATON CSHCS

SUCCESS STORIES

QUESTIONS?



Centering Pregnancy®

Centering Model of Care

- Small group of women due in the same month
 - Individual provider time
 - Group time
- Supportive, interactive, community approach
- Increased time for education
- Proven results include
 - higher breastfeeding rates
 - 33-47% less likely to have preterm delivery
 - greater readiness for birth and infant care



WIC Collaboration

- Session 1 - Introduction to WIC program
- Session 8 - Focus on Breastfeeding Support

Benefits of Collaboration

- Increased awareness of WIC program benefits
- Increased awareness of community breastfeeding supports
 - Baby Cafe
 - Infant Feeding Classes

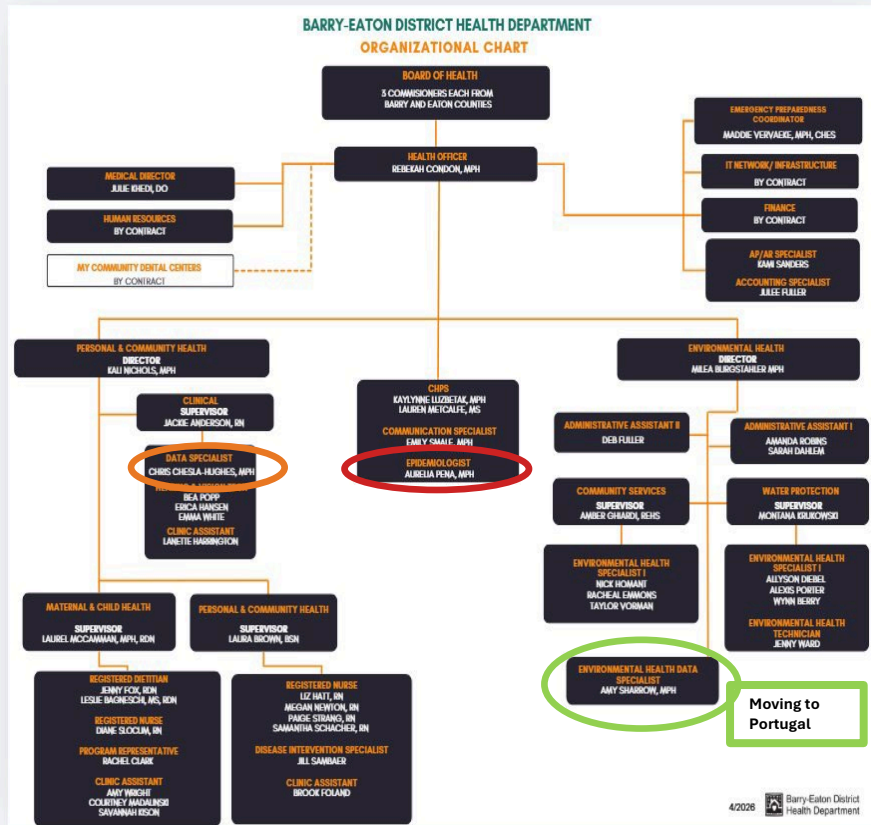


Proposed Organizational Chart Changes

Organizational Chart Changes

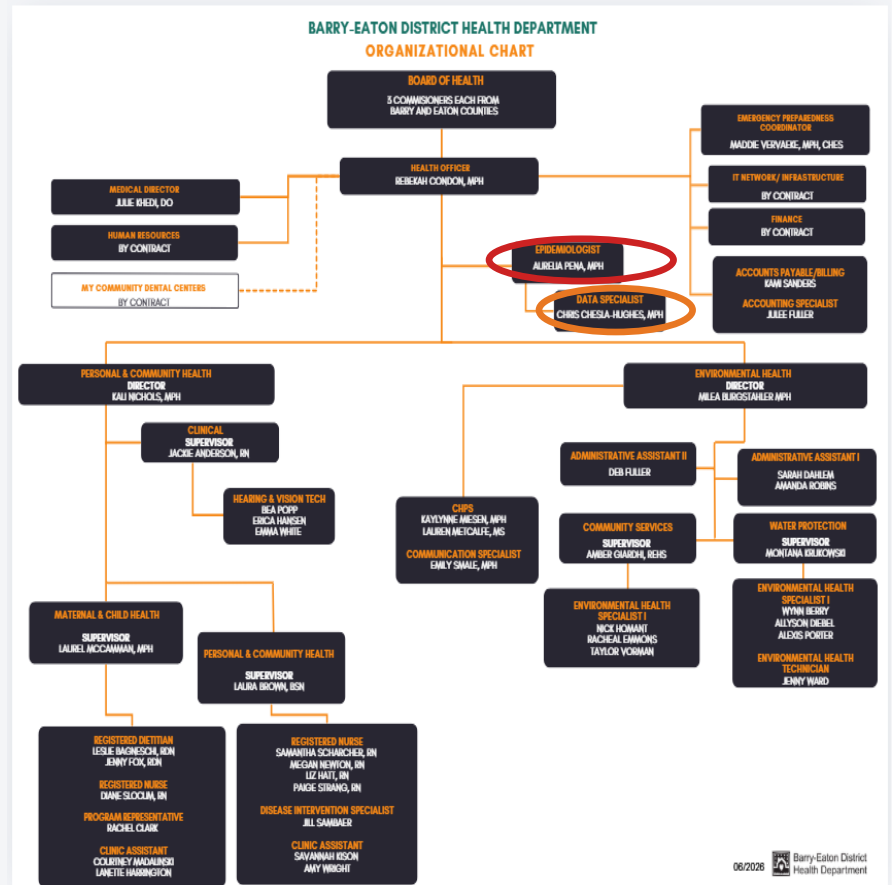
CURRENT (April 2026)

Page hidden - Add page title



4/2026

PROPOSED (June 2026)



06/2026

BARRY-EATON DISTRICT HEALTH DEPARTMENT

EPIDEMIOLOGIST

Bloodborne Pathogen Risk: Category A

Reports To: Health Officer

Band: UIIB

Status: Non-Exempt

Department: Administration

Created/Last Revised: February 2026

General Summary

This role supports public health efforts to reduce the risk and occurrence of adverse health outcomes through research, community education, and health policies by investigating, analyzing, and reporting patterns and causes of disease and injury. This position leads the organization's epidemiological work related to disease investigation, ongoing surveillance, data analysis, and interpretation of health and injury events across multiple public health domains to inform decision-making, planning, and response.

Essential Functions

1. Reviews and oversees data collection and analysis, and evaluates data to assess population health status and inform public health decision-making using advanced quantitative, statistical, and analytical methods, as appropriate.
2. Directs and oversees the design, implementation, and administration of questionnaires and other data collection tools to obtain epidemiological data for program planning and evaluation.
3. Maintains active surveillance for communicable and chronic diseases, reproductive and child health, and injury data; leads interpretation of findings for BEDHD, partner agencies, and the public to guide interventions and policy decisions.
4. Serves as a spokesperson for BEDHD, presenting epidemiological findings and public health information to the media, government officials, community partners, and the public to ensure accurate communication of health issues.
5. Applies statistical and quantitative analysis to identify disease sources, transmission pathways, risk factors, emerging trends, and to forecast potential future health occurrences.
6. Coordinates surveillance and preventive measures for disease outbreaks to protect community health across multiple surveillance domains.
7. Identifies, develops, and recommends corrective actions or public health interventions based on data-driven analysis and evaluation of findings.
8. Advises on the development, implementation, and maintenance of analysis and reporting systems, including dashboards, automated reports, and data visualization tools, to monitor population health and evaluate BEDHD program effectiveness.
9. Participates in program and strategy development to prevent communicable and chronic diseases, focusing on both general and high-risk populations, and contributes epidemiological expertise to organizational planning efforts.
10. Applies epidemiological principles to design, implement, and coordinate public health interventions, including outbreak response and management of adverse health outcomes.
11. Responds to internal and external data requests from community partners, governmental agencies, and the public in accordance with applicable confidentiality and data-sharing requirements.

12. Prepares, reviews, and delivers written reports, presentations, and data summaries to internal and external stakeholders.
13. Maintains current knowledge of public health, epidemiology trends, surveillance requirements, and best practices to enhance program effectiveness and evidence-based practice.
14. Serves as a liaison between BEDHD and committees, workgroups, and community partners to coordinate public health initiatives and provide epidemiological guidance.
15. Leads epidemiology-related grant activities, including serving as project lead for assigned grants; coordinating team workflows; monitoring performance metrics; ensuring compliance with reporting, fiscal, and programmatic requirements; and meeting established timelines.
16. Leads program evaluation efforts, including development of performance measures, outcome tracking, and translation of findings into actionable recommendations for continuous quality improvement.
17. Provides training, guidance, and technical assistance to staff on data surveillance protocols, standardized analytical methods, reporting requirements, and data quality assurance practices.
18. Ensures compliance with applicable data governance, surveillance, grant, accreditation, and regulatory requirements; contributes epidemiological expertise to organizational strategic planning and accreditation efforts.
19. Participates in policy and procedure development and implementation, and explains policies to staff and the community to promote understanding and consistent application.
20. Supervises, hires, assigns work, trains, evaluates performance, provides feedback, and resolves employee relations matters to build and maintain an effective, high-performing team.
21. Completes assigned projects and performs additional duties as required to support departmental goals, organizational priorities, and community health needs.
22. Maintains client, employee, and protected health information confidentiality in accordance with agency policy, state and federal law.
23. In times of public health emergency or declared disaster, may be required to report for assigned duties inside or outside of BEDHD, consistent with agency emergency response plans.

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned to the employee based on the organization and community health needs.

Education/Experience

1. Master's degree in Public Health with an emphasis in epidemiology or a master's degree in a related field of study with coursework in epidemiology
2. 2+ years of progressively responsible experience working in communicable disease surveillance, epidemiology, or public health data analysis, preferred
3. Knowledge or experience in public health emergency preparedness, preferred
4. Experience supporting or leading grant-funded public health initiatives, preferred

Knowledge/Skills/Abilities

1. Knowledge of public health principles, practices, and applicable regulations to ensure program compliance and effective service delivery.
2. Ability to supervise and support team members by providing guidance, monitoring performance, and fostering a collaborative and inclusive work environment.
3. Skill in prioritizing tasks and managing multiple projects to meet deadlines and support program goals in a fast-paced, dynamic setting.
4. Advanced quantitative reasoning, statistical analysis, and data interpretation skills
5. Ability to present complex health information/data in a clear, concise and practical manner to diverse audiences
6. Advanced proficiency in Microsoft Excel, PowerPoint, and Word
7. Advanced knowledge of statistical computing software (e.g. R, SAS, SPSS) and data visualization tools (e.g. Power BI, dashboards)
8. Intermediate understanding of health equity and social determinants of health, preferred
9. Ability to accurately communicate public health messaging as it relates to immunizations, communicable diseases, and emerging health issues
10. Ability to synthesize quantitative data and translate findings into actionable public health recommendations
11. Ability to manage multiple projects, deadlines, and grant-related requirements with a high degree of accountability

Physical Requirements/Work Conditions

The employee must be able to perform the essential functions of the position satisfactorily. If requested, reasonable accommodations will be made to enable employees with disabilities to perform the essential functions of their job, absent undue hardship.

Talking - Express and exchange ideas by means of the spoken word to impart oral information to employees, clients, and others (up to 100% of time, daily).

Hearing & Vision – Must have corrected hearing and vision to normal range (up to 100% of time, daily).

Sitting – Remain in a sedentary position (75% of time, daily).

Standing – Remain on feet in an upright position without moving (25% of time, daily).

Lifting – Raise or lower an object up to 25 lbs. from one position to another (occasionally).

Office Equipment - Ability to use office equipment including computer, telephone, fax and copier (up to 100% of time, daily).

Working Conditions

Work may be performed in a variety of settings including office, outdoors, regulated facilities, and client homes. There is regular contact with employees and the public, including those who may be resistant to public health interventions. Travel may be required for business between BEDHD offices, meetings, and other work-site locations.

BARRY-EATON DISTRICT HEALTH DEPARTMENT

PUBLIC HEALTH DATA SPECIALIST

Bloodborne Pathogen Risk: Category A

Reports To: Epidemiologist

Band: UIIB

Status: Non-Exempt

Department: PPE

Created/Last Revised: February 2026

General Summary

This role leads and supports data collection and analysis for the Barry-Eaton District Health Department (BEDHD). This position supports performance management and quality improvement initiatives for all division programs. This role serves as a subject matter expert regarding designing, developing, and maintaining advanced data systems, dashboards, and predictive analytics solutions to support operational efficiency, strategic decision making, and organization-wide reporting needs that promote program sustainability and accreditation.

Essential Function

1. Analyzes health and program data using statistical software and tools to create charts, graphs, tables, and maps, for reporting purposes and to inform decision-making.
2. Develops, maintains, and optimizes performance management systems, automated dashboards, and reporting workflows to organize and summarize data for review by program leadership and the Epidemiologist.
3. Collaborates with leadership on systems planning (e.g., electronic medical records, data collection, and analysis software), performance management, accreditation, and quality improvement initiatives to strengthen organizational capacity.
4. Serves as technical lead for the full lifecycle of data analytics, including cleaning, transforming, and integrating data from multiple internal and external sources using tools such as Power Query, DAX, M, and R to develop reports and dashboards and to improve analytical processes, and ensure data quality, reliability, and efficiency.
5. Develops and maintains predictive models, forecasting tools, and advanced analytical solutions to produce accurate data outputs for review by program staff, epidemiologist, and leadership.
6. Maintains, troubleshoots, and enhances internal data systems (e.g., Hedgehog EH database, Patagonia EMR) to ensure smooth operation, accurate record-keeping, and alignment with procedural changes. Implements uploads, builds workflows, and provides technical guidance to staff on data entry and reporting processes.
7. Designs, builds, and maintains survey instruments and evaluation tools, ensuring accurate data collection and providing technical guidance on survey methodology and implementation.
8. Runs financial report and ensures the system is configured to accurately collect, track, and report finance related information.
9. Trains employees on performance management and quality improvement procedures, equipping staff with the skills and knowledge to sustain continuous improvement efforts.
10. Prepares written and visual reports, dashboards, and presentations summarizing data outputs to support the Epidemiologist with interpretations and public health conclusions.

11. Collects, processes, and disseminates demographic and statistical data to the Board of Health, BEDHD staff, local and state officials, and the public to guide policy, planning, and resource allocation.
12. Designs and implements workflow automation solutions to streamline data collection, reporting, and real-time alerts using tools such as Power Automate or similar technologies.
13. Maintains client and employee confidentiality as required by policy and law.
14. In time of public emergency, may be required to report for assigned duties inside or outside of the BEDHD.

The duties and responsibilities described are not a comprehensive list and additional tasks may be assigned to the employee based on the organization and community health needs.

Education/Experience

1. Master's degree in public health, epidemiology, a related field of study, or an equivalent combination of training and experience sufficient to successfully complete the essential functions of the job
2. 2+ years of experience in public health or related field, preferred

Knowledge/Skills/Abilities

1. Excellent interpersonal skills and the ability to interact in a positive and professional manner
2. Advanced proficiency in Microsoft Excel, PowerPoint, and Word
3. Advanced skills using data visualization and analytical platforms such as Tableau and Power BI, including DAX, M and Power Query
4. Advanced skills using statistical and qualitative analysis software, including R and NVivo
5. Ability to enter, retrieve and analyze data, create, and understand documents, spreadsheets, presentations and databases including charts, graphs, and tables
6. Ability to easily adapt to new software programs and use the internet to research and download information
7. Ability to accurately communicate public health messaging as it relates to immunizations, communicable diseases, and emerging health issues

Physical Requirements/Work Conditions

The employee must be able to perform the essential functions of the position satisfactorily. If requested, reasonable accommodations will be made to enable employees with disabilities to perform the essential functions of their job, absent undue hardship.

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Lifting – Raise or lower an object up to 25 lbs. from one position to another (occasionally).

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Office Equipment - Ability to use office equipment including computer, telephone, fax and copier (up to 100% of time, daily).

Working Conditions

Work may be performed in a variety of settings including office, outdoors, regulated facilities, and client homes. There is regular contact with employees and the public, including those who may be resistant to public health interventions. Travel may be required for business between BEDHD offices, meetings, and other work-site locations.

BEDHD STAFF COMPENSATION SCHEDULE

Job Title		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Accounts Payable & Receivable Specialist	UI1	21.27	22.23	23.20	24.17	25.13	26.34	27.31
Accounts Payable Clerk/Administrative Assistant II	UIA	19.96	20.87	21.78	22.69	23.59	24.73	25.64
Administrative Assistant I/Billing Clerk/Program Representative	UIB	18.91	19.77	20.63	21.49	22.35	23.42	24.28
Clinic Assistant/V&H Tech	UIC	18.24	19.07	19.90	20.73	21.56	22.60	23.43

Unit Two

Job Title		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
RN Bachelor's degree	UIIA	33.79	35.33	36.86	38.40	39.93	41.85	43.39
Emergency Preparedness Coordinator and Data Specialist	UIIB	31.70	33.15	34.59	36.03	37.47	39.27	40.71
RN Associate's degree	UIC	30.99	32.39	33.80	35.21	36.62	38.38	39.79
Communications Specialist	UIIE	29.57	30.92	32.26	33.61	34.95	36.63	37.98
Community Health Promotion Specialist	UIIF	27.38	28.62	29.87	31.11	32.36	33.91	35.16
Registered Dietician	UIIG	26.41	27.61	28.81	30.02	31.22	32.72	33.92
Disease Intervention Specialist	UIIH	25.15	26.21	27.36	28.52	29.69	31.00	32.29

Unit Three

Job Title		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
PCH Supervisor with RN	UIIIA	37.00	38.68	40.36	42.04	43.72	45.83	47.51
PCH Supervisor w/o RN, EH Supervisor and Epidemiologist	UIIIB	35.82	37.45	39.08	40.71	42.33	44.37	46.00

Unit Four

Job Title		Base	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
EH Data Specialist	UIV1	30.63	32.01	33.41	34.80	36.18	37.93	39.32
Environmental Health Specialist II	UIVA	29.22	30.54	31.88	33.20	34.53	36.19	37.52
Environmental Health Specialist I	UIVB	25.88	27.05	28.22	29.40	30.58	32.05	33.22
Environmental Health Technician	UIVC	25.15	26.21	27.36	28.52	29.69	31.00	32.29

Interns

		Base
Intern-attaining Master, possess Bachelor	INT2	22.25
Intern-attaining Bachelor	INT1	19.67