

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING AGENDA  
Wednesday, June 25, 2025 – 2:00 p.m.  
Leelanau County Government Center-Upper-Level Community Meeting Room  
8527 E Government Center  
Suttons Bay, MI 49682**

**or**

**Electronically, via conference call**

To participate, dial: (213) 282-9788 and enter Conference ID: 201 694 006#

**This is a Regular Meeting of the Benzie-Leelanau District Health Department Board of Health. Public Comment is encouraged at the beginning and end of the meeting. An individual's comment time may be limited based on the discretion of the Chair.**

Call to Order/Roll Call

Pledge of Allegiance

Approval of Minutes from the Regular Board of Health Meeting of May 28, 2025.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell - Action
3. Personnel and Finance Committee Report-Personnel and Finance Committee
  - A. Accounts Payable - Action
  - B. May Financial Statements - Action
4. Staff Reports
  - A. Medical Director – Dr. Joshua Meyerson
  - B. Personal Health – Michelle Klein
  - C. Environmental Health Director – Eric Johnston
  - D. Administrative- Shelley Jablon

Public Comment Period

Board Comments

Adjourn

Personnel and Finance Comm. Meeting- June 25, 2025 1:00 pm  
Leelanau County Government Center – Upper-Level Community Meeting Room  
Electronically via conference call:  
(213) 282-9788 and enter Conference ID: 201 694 006#

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Wednesday, May 28, 2025 2p.m.  
Benzie Resource Center-Ingemar Johansson Conference Room  
6051 Frankfort Hwy., Ste. 100  
Benzonia, MI 49616**

Vice-Chairperson Christine Trigg called the meeting to order at 2:00 p.m.

**Members Present:** Mark Walter – Leelanau County Board of Commissioners  
Dr. Mark Kuiper – Benzie County Member at Large  
Dr. David Quimby – Leelanau County Member at Large  
Christina Trigg – Benzie County Board of Commissioners

**Members Excused:** Gary Sauer - Benzie County Board of Commissioners  
Gwenne Allgaier – Leelanau County Board of Commissioners

**Members Absent:** None

**Staff Present:** Eric Johnston – Director of Environmental Health  
Michelle Klein - Director of Personal Health  
Dan Thorell – Health Officer  
Dr. Joshua Meyerson – Medical Director  
Shelley Jablon – Director of Administrative Services

**Pledge of Allegiance**

**Approval of the April 26, 2025 Regular Board of Health Meeting Minutes:**

**Motion By:** Walter to approve the April 26, 2025 BOH meeting minutes as presented.

**Seconded By:** Quimby

**Voice Vote:** 4 yeas 0 nay 2 excused 0 absent **Motion carried**

**Approval of the Agenda:**

**Motion By:** Quimby to approve the agenda as presented.

**Seconded By:** Walter

**Voice Vote:** 4 yeas 0 nay 2 excused 0 absent **Motion carried**

**Public Comment:** None

**Health Officer Update-** Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details.

**Accounts Payable**

**Motion By:** Walter to approve accounts payable and pay the bills in the amount of \$352,010.31.

**Seconded By:** Quimby

**Roll Call Vote:** Kuiper- yea, Quimby - yea, Walter - yea, Trigg - yea

4 yeas 0 nay 2 excused 0 absent **Motion carried**

**April Financial Statements**

**Motion By:** Walter to accept the financial statements as presented.

**Seconded By:** Quimby

**Roll Call Vote:** Kuiper- yea, Quimby - yea, Walter - yea, Trigg - yea

4 yeas 0 nay 2 excused 0 absent **Motion carried**

## **Appropriations**

**Motion By:** Walter moves to approve the recommendation of the Health Department administration to request a 5% increase in local appropriations from Benzie and Leelanau Counties for Fiscal Year 2026.

**Seconded By:** Kuiper

**Roll Call Vote:** Kuiper- yea, Quimby - yea, Walter - yea, Trigg - yea

**4 yeas 0 nay 2 excused 0 absent Motion carried**

## **Amended Budget for MI Safer Schools (HRS) & Infection Prevention Response**

**Motion By:** Walter moves to approve the amended fiscal year 2025 budgets for the HRA and the Infection Prevention Support programs as presented.

**Seconded By:** Quimby

**Roll Call Vote:** Kuiper- yea, Quimby - yea, Walter - yea, Trigg - yea

**4 yeas 0 nay 2 excused 0 absent Motion carried**

## **Staff Reports:**

**Medical Director** – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details.

**Personal Health** – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details.

**Environmental Health** – Eric Johnston

A report was distributed at the beginning of the meeting. Please refer to it for details.

**Administrative** – Shelley Jablon

A report was distributed prior to the meeting. Please refer to it for details.

**Public Comment** – None

**Board Comments** – None

## **Adjourn**

**Motion By:** Trigg to adjourn the BOH meeting at 3:33 p.m.

**Voice Vote:** 4 yeas 0 nay 2 excused 0 absent Motion carried

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Christina Trigg, Vice-Chair

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Sanna Johnson, Recording Secretary

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**To: Benzie-Leelanau District Health Department Board of Health Members**

**From: Daniel Thorell, MS, RS, Health Officer**

**Date: June 25, 2025**

**Subject: June Board of Health Report**

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### **1. Public Health Emergency Preparedness**

Through the Centers for Disease Control and Prevention's (CDC) Public Health Emergency Preparedness (PHEP) cooperative agreement, Michigan's forty-five local health departments receive earmarked funding for emergency preparedness. The Michigan Department of Health and Human Services Division of Emergency Preparedness and Response (DEPR) regularly communicates with each of the local health department's emergency preparedness coordinators. Since 2002, local jurisdictions have established and refined their all-hazards response plans. The emergency preparedness coordinator at Benzie Leelanau District Health Department (BLDHD) maintains readiness for public health emergencies through planning and collaborative partnerships with local governments and businesses. The following duties summarize the role of the EPC:

- Proficient in National Incident Management System and Incident Command Structure (NIMS/ICS)
- Train employees for emergency response. Enforce ICS protocol
- Coordinate with DEPR to maintain Michigan Health Alert Network membership
- Maintain relationships with community partners (Emergency Manager, EMS, Police, Dispatch, Red Cross, tribal partners, hospitals, schools, local business, volunteer organizations, various governmental agencies, and other critical infrastructure)
- Coordinate with Region 7 EPCs and Region 7 Healthcare Coalition.
- Respond to and manage various aspects of emergency/pandemic response
- Conduct emergency preparedness exercises
- Create After Action Reviews after emergency response or planned events
- Submit Public Health Emergency Preparedness (PHEP) workplans and deliverables to the state
- Assist in the development and implementation of BLDHD's emergency/disaster preparedness and response plan.
- Work with Public Information Officers
- Coordinate and organize emergency services drills and exercises
- Document necessary records and reports pertaining to the Emergency Preparedness program
- Attend meetings, seminars and conferences to keep abreast of new developments in Emergency Preparedness, Hazard Mitigation and Homeland Security
- Stay updated with CDC, MDHHS and local epidemiology reports
- Monitor outbreaks and emerging diseases that may affect local region
- Be familiar and proficient with emergency response resources such as radios, truck and trailer, generators, mobile hotspots, pop-up tents, etc.

At the May Board of Health meeting, proposed cuts to the CDC for fiscal year 2026 were discussed which included elimination of PHEP. This would impact every local health department in Michigan as each health department has a dedicated Emergency Preparedness Coordinator. On June 12<sup>th</sup>, LHD's were alerted that funding for PHEP will be reduced but not eliminated. MDHHS is reporting that the worst-case scenario will be a 28% cut in funding beginning 10/1/25. As work continues on FY26 budgets, the reduction in funding in the PHEP budget will be addressed by adjusting staffing and travel. Minimum program requirements from MDHHS will need to be adjusted to reflect the reduction in funding.

## **2. Benzie Community Resource Center Update**

### **Remodel Project**

- The new offices and reception area are mostly complete.
- The office furnishings are scheduled to be installed Monday June 30 – Wednesday July 2.
- The glass walls and doors for the offices are scheduled to be installed July 22 – 25.
- The installation of the rolling file system has not been scheduled.
- After the furnishings are installed, staff will be moving into the new office space the week of July 7<sup>th</sup>.

### **Water Damage from Ice Dams**

- All work has been completed except for the carpet cleaning or replacement in the stairwell.
  - We are working with the insurance company to decide which option will be covered.

**ACCOUNTS PAYABLE TOTALS**  
**(June 2025)**  
**BOH meeting**

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06/02/2025.....	\$145,282.28
06/16/2025.....	\$19,879.44
06/16/2025.....	\$145,676.73

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TOTAL	\$310,838.45
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**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00819 - MAY MANUAL AP

10100 - Honor Bank Checking

From 5/31/2025 Through 6/2/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
5/31/2025	5/31/2025	M053025JUN001	Synchrony Bank/Amazon.com	1HLC-TDKD-CPPH	MAY MANUAL AP		181.10	Check
5/31/2025	5/31/2025	M053025JUN002	Synchrony Bank/Amazon.com	1MCG-TPJ4-K7QM	MAY MANUAL AP		379.98	Check
5/31/2025	5/31/2025	M053025JUN003	Synchrony Bank/Amazon.com	1KW7-YGXH-L6R6	MAY MANUAL AP		41.56	Check
5/31/2025	5/31/2025	M053025JUN004	Synchrony Bank/Amazon.com	13H4-VV7K-JTVC	MAY MANUAL AP		110.91	Check
5/31/2025	5/31/2025	M053025JUN005	MERS Retirement	00167280-1	MAY MANUAL AP		3,077.00	Check
5/31/2025	5/31/2025	M053025JUN006	DTE Energy	05212025DTE	MAY MANUAL AP		80.11	Check
5/31/2025	5/31/2025	M053025JUN007	Cardmember Service	05152025DP	MAY MANUAL AP		822.38	Check
5/31/2025	5/31/2025	M053025JUN08	Cardmember Service	05152025DT	MAY MANUAL AP		1,374.47	Check
5/31/2025	5/31/2025		Cardmember Service	053125SE	MAY MANUAL AP		(314.98)	Check
5/31/2025	5/31/2025	M053025JUN09	Cardmember Service	051525SJ	MAY MANUAL AP		2,473.05	Check
5/31/2025	5/31/2025	M053025JUN10	Synchrony Bank/Amazon.com	17LD-MCLG-L11F	MAY MANUAL AP		123.52	Check
5/31/2025	5/31/2025	M053025JUN11	Aflac	202327	MAY MANUAL AP		2,413.56	Check
5/31/2025	5/31/2025	M053025JUN12	Synchrony Bank/Amazon.com	1R4L-XW9J-WV46	MAY MANUAL AP		163.54	Check
6/2/2025	6/2/2025	47176	Acuity	L52908-4/525	WORKERS COMP INS		811.00	Check
6/2/2025	6/2/2025	47177	Amalgam LLC	052025-02	DATA CONVERSION FOR FETCH EH DATA MIGRATION		10,000.00	Check
6/2/2025	6/2/2025	47178	BCN	25129002613	HEALTH INSURANCE		56,560.09	Check
6/2/2025	6/2/2025	47179	D. Whitney, LLC	548	PARKING PAL CAR MAGNETS		199.60	Check
6/2/2025	6/2/2025	47180	Dearborn Life Insurance Company	05152025DB	LIFE INS		279.00	Check
6/2/2025	6/2/2025	47181	Delta Dental	RIS0006385925	DENTAL INSURANCE		4,319.56	Check
6/2/2025	6/2/2025	47182	Great Lakes Children's Museum	32248268	MOBILE MUSEUM FOR 4HRS AT STREET FAIR		278.00	Check
6/2/2025	6/2/2025	47183	Great Lakes Water Quality Laboratory, Inc.	B24-154	WATER TEST FOR B24-154		40.00	Check
6/2/2025	6/2/2025	47184	GlaxoSmithKline LLC	8254607381	MENVEO VACCINE, BOOSTRIX		3,556.05	Check
6/2/2025	6/2/2025		GlaxoSmithKline LLC	8254607676	HEP B PED		192.63	Check
6/2/2025	6/2/2025	47185	Houdek's Tuff-Jon Rentals	053025HOU	2 UNITS TO RENT FOR STREET FAIR		400.00	Check
6/2/2025	6/2/2025	47186	Leelanau County	052025LEEECTY	JUNE RENT		2,650.00	Check
6/2/2025	6/2/2025	47187	Leelanau Montessori	052025LM	JUNE RENT		6,032.00	Check

**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00819 - MISC AP MAY

10100 - Honor Bank Checking

From 5/31/2025 Through 6/2/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
6/2/2025	6/2/2025		Leelanau Montessori	2024-25-03	QUARTERLY BILLING OF JAN, FEB, MAR 2025		7,986.87	Check
6/2/2025	6/2/2025	47188	Metropolitan Life Insurance Company	05132025METL	LIFE INS, SHORT/LONG TERM DIS, VOL. LIFE INS		4,749.02	Check
6/2/2025	6/2/2025	47189	State of Michigan	791-11333888	TEMPORARY FOOD & FOOD LICENSE FEES FOR THE STATE		2,315.00	Check
6/2/2025	6/2/2025	47190	Michael Hertz	05222025MH	REFUND FOR OVERPAYMENT		154.00	Check
6/2/2025	6/2/2025	47191	Miles Bridgford	05162025MB	EH REFUND		137.00	Check
6/2/2025	6/2/2025	47192	Moderna	902594559	PEDIATRIC COVID VACCINE ORDERED IN OCT FOR LEELANAU		3,470.38	Check
6/2/2025	6/2/2025		Moderna	902804796	ADULT COVID VACCINE FOR BENZIE ORDERED IN MARCH		1,271.55	Check
6/2/2025	6/2/2025		Moderna	902824722	ADULT COVID VACCINE FOR LEELANAU		1,271.55	Check
6/2/2025	6/2/2025		Moderna	902824723	ADULT COVID VACCINE FOR BENZIE MARCH		1,271.55	Check
6/2/2025	6/2/2025		Moderna	902853659	ADULT COVID VACCINE FOR BENZIE		1,271.55	Check
6/2/2025	6/2/2025		Moderna	902870897	ADULT COVID VACCINE ORDERED IN MAY FOR BENZIE		1,271.55	Check
6/2/2025	6/2/2025		Moderna	902870898	ADULT COVID ORDERED IN MAY FOR LEELANAU		1,271.55	Check
6/2/2025	6/2/2025	47193	Paul Maurer General Contracting	05162025PMGC	REFUND WELL PORTION OF PERMIT		195.00	Check
6/2/2025	6/2/2025	47194	Pitney Bowes Global Financial Services, LLC	3320709994	POSTAGE METER LEASE BENZIE		149.73	Check
6/2/2025	6/2/2025	47195	Pitney Bowes Global Financial Services, LLC	3320710662	POSTAGE METER LEASE PH 3/30-6/29		149.73	Check
6/2/2025	6/2/2025	47196	MI Benzie Co Record Patriot	05062025BRP	NEWSPAPER SUPSCRIPTION RECORD PATRIOT 6/11-8/06/25		34.50	Check
6/2/2025	6/2/2025	47197	The Standard	05312025TS	VISON INS		572.91	Check
6/2/2025	6/2/2025	47198	State of Michigan	20250501-72	LEAD TEST		17.67	Check



**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00819 - MISC AP MAY

10100 - Honor Bank Checking

From 5/31/2025 Through 6/2/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
6/2/2025	6/2/2025	47199	Traverse City Area Public Schools	5660	JUNE FLYERS, MINI FLYERS, STREET FAIR FLYERS, MIRIAM PICO		118.18	Check
6/2/2025	6/2/2025		Traverse City Area Public Schools	5669	SECURE YOUR STASH POSTCARDS		30.37	Check
6/2/2025	6/2/2025	ACH053025JUN01	Applied Innovation	2831828	COPIERS		380.12	Voucher
6/2/2025	6/2/2025	ACH053025JUN02	Christina Trigg	52825CT	PER DIEM		40.00	Voucher
6/2/2025	6/2/2025	ACH053025JUN03	Dan Thorell	052725DT	MEAL REIMBURSEMENT FOR DAY AT THE CAPITAL		39.17	Voucher
6/2/2025	6/2/2025	ACH053025JUN04	Mark Kuiper	052825MK	PER DIEM AND MILEAGE		53.30	Voucher
6/2/2025	6/2/2025	ACH053025JUN05	Mark Walter	052825MW	PER DIEM AND MILEAGE		76.40	Voucher
6/2/2025	6/2/2025	ACH053025JUN06	Michelle Klein	053025MK	MEAL REIMBURSEMENT FOR NAF CONFERENCE		30.00	Voucher
6/2/2025	6/2/2025	ACH053025JUN07	NHF Sub Benzie-Leelanau	052025NHF	LOAN PAYMENT		4,885.00	Voucher
6/2/2025	6/2/2025	ACH053025JUN08	Nugent Hardware	5052525NUG	DIE SET FOR RETHREADING SOIL PROBES		20.98	Voucher
6/2/2025	6/2/2025	ACH053025JUN09	Otis Elevator	F10000228782	LOGISTICS & FUEL IMPACT FEE		125.00	Voucher
6/2/2025	6/2/2025	ACH053025JUN10	Patagonia Health Inc.	12964	PERSONAL HEALTH SOFTWARE		4,921.12	Voucher
6/2/2025	6/2/2025	ACH053025JUN11	Maggie Sprattmoran	2344	REFLECTIVE CONSULTATION FOR ECD AND MIHP		600.00	Voucher
6/2/2025	6/2/2025	ACH053025JUN12	Wyant Computer Services	34807	COMPUTER LICENSES		10,157.40	Voucher
Report Total							145,282.28	

**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00824 - MAY MANUAL AP

10100 - Honor Bank Checking

From 5/31/2025 Through 6/16/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
5/31/2025	5/31/2025	M061625MAY001	Consumers Energy	05052025CE	MAY MANUAL AP		3,465.19	Check
5/31/2025	5/31/2025	M061625MAY002	Verizon Wireless	6115004146	MAY MANUAL AP		1,725.10	Check
6/16/2025	6/16/2025	47200	Full Circle Wellness	1035	REFLECTIVE SUPERVISION FOR APRIL & MAY		1,000.00	Check
6/16/2025	6/16/2025	47201	Great Lakes Water Quality Laboratory, Inc.	B23-171	WATER TESTING FOR B23-171		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L21-287	WATER TESTING FOR L21-287		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L23-351	WATER TESTING FOR L23-351		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L24-136	WATER TESTING FOR L24-136		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L24-171	WATER TESTING FOR L24-171		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L24-242	WATER TESTING FOR L24-242		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	L24-59	WATER TESTING		40.00	Check
6/16/2025	6/16/2025	47202	DC Collective Grocer, LLC	05302025HF	FAMILIES TOGETHER MEAL SUPPLIES		22.22	Check
6/16/2025	6/16/2025	47203	Honor Building Supply	2505-101351	MASONRY SCREWS		10.15	Check
6/16/2025	6/16/2025	47204	Pitney Bowes Global Financial Services, LLC	3320820214	POSTAGE METER LEASE FOR LEELANAU EH		181.68	Check
6/16/2025	6/16/2025	47205	Republic Services #239	0239-003795947	REFUSE PICKUP BCRC		581.14	Check
6/16/2025	6/16/2025	47206	Uplift Counseling LLC	050925ULC	REFLECTIVE SUPERVISION FOR BENZIE CTY SCHOOL STAFF		250.00	Check
6/16/2025	6/16/2025	47207	Watkins Pharmacy & Surgical Supply	0000580915	PREGNANCY CONTROL SET		24.40	Check
6/16/2025	6/16/2025	ACH061525MAY01	Autumn Jurek	06112025AJ	REIMBURSEMENT FOR FACEBOOK ADS FOR LEELANAU EC		68.60	Voucher
6/16/2025	6/16/2025	ACH061525MAY02	Northern Michigan Janitorial Services	2968	JANITORIAL SERVICES FOR MAY AT BCRC		6,820.00	Voucher
6/16/2025	6/16/2025	ACH061525MAY03	Solutions For You, LLC	HA-N4CQG153	CLEANING SERVICES FOR MAY IN LEELANAU		1,300.00	Voucher

**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00824 - MISC AP MAY

10100 - Honor Bank Checking

From 5/31/2025 Through 6/16/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
6/16/2025	6/16/2025	ACH061525MAY04	SOS Analytical	251521	WATER TESTING FOR EVALS, NEW WELLS, DHS INSPECTIONS		3,200.00	Voucher
6/16/2025	6/16/2025	ACH061525MAY05	RHC Consulting, Theresa Ramsey MBR	609	RURAL DATA GRANT		670.80	Voucher
6/16/2025	6/16/2025	ACH061525MAY06	Valley City Linen	05272025VCL	RUG CLEANING FOR MAY BCRC		280.16	Voucher
Report Total							19,879.44	

**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00825 - JUNE MANUAL AP

10100 - Honor Bank Checking

From 6/15/2025 Through 6/16/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
6/15/2025	6/15/2025	M061525JUN001	Charter Communicaitons	005281701060125	JUNE MANUAL AP		38.01	Check
6/15/2025	6/15/2025	M061525JUN002	Charter Communicaitons	005281601060125	JUNE MANUAL AP		40.00	Check
6/15/2025	6/15/2025	M061525JUN003	Synchrony Bank/Amazon.com	1V4X-KDXN-44CK	JUNE MANUAL AP		414.73	Check
6/15/2025	6/15/2025	M061525JUN004	Synchrony Bank/Amazon.com	11YK-1JY7-4RVF	JUNE MANUAL AP		57.05	Check
6/15/2025	6/15/2025	M061525JUN005	Synchrony Bank/Amazon.com	1TYC-4LR9-4VQ4	JUNE MANUAL AP		86.89	Check
6/15/2025	6/15/2025	M061525JUN006	Synchrony Bank/Amazon.com	19MN-4X16-HJYK	JUNE MANUAL AP		36.46	Check
6/15/2025	6/15/2025	M061525JUN007	Synchrony Bank/Amazon.com	13JX-CV6Y-GTX7	JUNE MANUAL AP		57.89	Check
6/15/2025	6/15/2025	M061525JUN008	Synchrony Bank/Amazon.com	1WNQ-DD3W-PF6F	JUNE MANUAL AP		454.31	Check
6/16/2025	6/16/2025	47208	Alison Woytowich	06062025AW	FRATERNITY OF FATHERS FACILITATION 4/21-6/16		3,500.00	Check
6/16/2025	6/16/2025	47209	AMERISOURCEBERGEN	3217376003	ADULT HEP A (USING A CREDIT FROM OCT)		1,175.74	Check
6/16/2025	6/16/2025	47210	Case Hoogendoorn	06112025CH	REIMBURSE FOR EVALUATION APPLIED FOR IN ERROR		504.00	Check
6/16/2025	6/16/2025	47211	ECKLER BUILDING SOLUTIONS, LLC	06052025EBS	3RD PMT OF EH/ADMIN REMODEL PROJECT		108,589.30	Check
6/16/2025	6/16/2025	47212	ECKLER BUILDING SOLUTIONS, LLC	06062025EBS	ICE DAM WATER DAMAGE REPAIR		25,000.00	Check
6/16/2025	6/16/2025	47213	Great Lakes Water Quality Laboratory, Inc.	B24-130	B24-130 WATER TEST		40.00	Check
6/16/2025	6/16/2025		Great Lakes Water Quality Laboratory, Inc.	B25-019	WATER TEST FOR B25-019		40.00	Check
6/16/2025	6/16/2025	47214	James VanSteenhouse	06112025JVS	REIMBURSE DIFFERENCE OF COST FROM TYPE III WELL TO A PRIVATE		25.00	Check
6/16/2025	6/16/2025	47215	Portable Storage Solutions, LLC	11162	PORTABLE STORAGE CONTAINER RENT FOR JUNE		160.00	Check
6/16/2025	6/16/2025	47216	Traverse City Area Public Schools	5478	INVESTING IN PUBLIC HEALTH FLYERS		16.76	Check

**Benzie Leelanau District Health Department**

Check/Voucher Register - Check Register

API00825 - MISC AP JUN

10100 - Honor Bank Checking

From 6/15/2025 Through 6/16/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
6/16/2025	6/16/2025	ACH061525MAY01	Brooke Fortin	06112025BF	CHILDCARE STIPEND FOR 5/12,5/19, 6/2, 6/9		200.00	Voucher
6/16/2025	6/16/2025	ACH061525MAY02	Health Department of Northwest Michigan	6137	MEDICAL OFFICER FOR JUNE		5,240.59	Voucher
Report Total							145,676.73	

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Revenues			
Fees & Collections			
Food License Refunds	(320.00)	0.00	0.00%
Sewage Permit Refund	(1,955.78)	0.00	0.00%
Private Pay Clinic Fees	2,266.37	3,500.00	64.75%
Clinic Fees-Private Insurance	150,317.97	177,500.00	84.68%
Well Permit Refund	(665.42)	0.00	0.00%
Revenue-Campground Trailer Parks	5,137.58	6,757.00	76.03%
Revenue-Food Licenses	110,652.50	121,000.00	91.44%
Revenue-Sewage Permits	110,129.00	200,000.00	55.06%
Revenue-Well Permits	62,349.20	110,000.00	56.68%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	30,965.00	55,000.00	56.30%
Revenue-Mortgage Evaluation	107,441.00	200,000.00	53.72%
Radon Testing	288.00	100.00	288.00%
Donations	2.01	0.00	0.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(678.00)	0.00	0.00%
Total Fees & Collections	575,549.43	873,857.00	65.86%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	113,283.31	245,900.00	46.06%
Clinic Fees - Medicare	324,310.27	401,700.00	80.73%
Managed Health Care Plan	62,474.22	108,000.00	57.84%
WIC Blood Lead Tests	431.73	0.00	0.00%
Total Medicaid/Medicare Revenue	500,499.53	755,600.00	66.24%
Cost Based Reimbursement			
Cost Based Reimbursement	172,092.25	198,423.00	86.72%
Total Cost Based Reimbursement	172,092.25	198,423.00	86.73%
Federal Financial Participation			
Federal Financial Participation	60,628.89	110,124.00	55.05%
Total Federal Financial Participation	60,628.89	110,124.00	55.06%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	139,210.87	0.00	0.00%
MDHHS - CPBC Categorical Grant	1,265,047.88	2,414,143.00	52.40%
Total State Funding (MDHHS-CPBC)	1,404,258.75	2,414,143.00	58.17%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	535,755.00	621,476.00	86.20%
Total ESLPHS - DEQ & MDHHS	535,755.00	621,476.00	86.21%
DEQ Type II Grant			
MDEQ Type II Grant	121,352.64	174,230.00	69.65%
Total DEQ Type II Grant	121,352.64	174,230.00	69.65%
Other State Fees/Funding			
MDHHS Lic Facilities	3,635.00	7,005.00	51.89%
Swimming Pools	4,259.47	6,582.00	64.71%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	97,446.00	100.00%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Non-CPBC Funding/Grants	5,896.44	29,252.00	20.15%
Total Other State Fees/Funding	128,378.87	180,988.00	70.93%
Local Grants			
Other Local Grants	16,248.20	102,980.00	15.77%
Northern Michigan Health Consortium	135,862.26	132,455.00	102.57%
Michigan Center for Rural Health	61,116.58	17,754.00	344.24%
Michigan Health Endowment Foundation	62,194.85	140,000.00	44.42%
Leelanau Early Childhood	440,262.02	741,189.00	59.39%
Healthy Futures Grant	0.00	45,005.00	0.00%
Total Local Grants	715,683.91	1,179,383.00	60.68%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Food Courses	7,865.00	6,000.00	131.08%
Reimbursed Revenues	34,208.73	80,000.00	42.76%
Total Reimbursement Funds/Charge for Service	42,073.73	88,132.00	47.74%
Rents Collected			

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Rents Collected	174,128.00	261,192.00	66.66%
Total Rents Collected	174,128.00	261,192.00	66.67%
Interest			
Interest	47,647.22	19,190.00	248.29%
Total Interest	47,647.22	19,190.00	248.29%
Local Funds			
Local Funds Distributive	391,288.00	660,097.00	59.27%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	391,288.00	800,097.00	48.91%
Total Revenues	4,869,336.22	7,676,835.00	63.43%
Expenditures			
Salaries & Wages			
Salaries	2,646,838.14	3,973,550.00	66.61%
Insurance Payout	32,037.91	0.00	0.00%
Earnings			
Total Salaries & Wages	2,678,876.05	3,973,550.00	67.42%
Fringe Benefits			
FICA	193,042.84	307,153.00	62.84%
Medical Insurance	370,960.11	701,677.00	52.86%
Employer-HSA	72,501.79	0.00	0.00%
Life Insurance	3,642.58	6,088.00	59.83%
Unemployment	12,923.79	14,096.00	91.68%
Compensation			
Retirement	272,063.42	407,835.00	66.70%
Workers Compensation	810.97	16,675.00	4.86%
Physicals	429.00	200.00	214.50%
Dental Insurance	34,072.27	51,969.00	65.56%
Disability Insurance	25,746.82	41,991.00	61.31%
Vision Insurance	4,846.36	7,786.00	62.24%
Total Fringe Benefits	991,039.95	1,555,470.00	63.71%
Agency Operating Expenses			
Advertising	233.35	1,500.00	15.55%
Membership & Dues	7,624.00	6,639.00	114.83%
Total Agency Operating Expenses	7,857.35	8,139.00	96.54%
Supplies & Materials			
Printing	6,328.62	13,132.00	48.19%
Postage	5,232.00	10,050.00	52.05%
Office Supplies	6,322.76	10,807.00	58.50%
Janitorial Supplies	3,347.58	5,032.00	66.52%
Water Tests	25,177.01	43,684.00	57.63%



## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
<hr/>			
Food License Fees	4,040.00	9,000.00	44.88%
Temporary Campground Fees	594.00	700.00	84.85%
Program Supplies	36,189.08	350,353.00	10.32%
Other Supplies	16,978.58	17,304.00	98.11%
Fuel Purchases	211.23	2,200.00	9.60%
Clinic Supplies	216,306.24	474,260.00	45.60%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Total Supplies & Materials	337,869.06	971,522.00	34.78%
<hr/>			
Technology Services/Subscriptions			
Licensing Fees	1,193.50	0.00	0.00%
Computer Maintenance	62,825.00	98,015.00	64.09%
Subscriptions	8,877.06	0.00	0.00%
Annual Computer Subscriptions/Licensing	88,817.26	86,726.00	102.41%
Total Technology Services/Subscriptions	161,712.82	184,741.00	87.53%
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Equipment Rental/Maintenance			
Equipment Maintenance & Repairs	215.00	0.00	0.00%
Equipment	16,896.04	0.00	0.00%
Vehicle Maintenance and Repairs	99.50	1,500.00	6.63%
Equipment Rental	1,366.62	38,660.00	3.53%
Total Equipment Rental/Maintenance	18,577.16	40,160.00	46.26%
<hr/>			
Medical Operating Expenses			
Medical Waste Disposal	754.22	1,125.00	67.04%
Health Services	17.67	0.00	0.00%
Total Medical Operating Expenses	771.89	1,125.00	68.61%
<hr/>			
General Liability Insurance			
Insurance	33,343.00	47,145.00	70.72%
Total General Liability Insurance	33,343.00	47,145.00	70.72%
<hr/>			
Consultant Services			
Consultant Services-Audit	7,700.00	8,000.00	96.25%
Consultant Services-Legal	7,975.00	6,775.00	117.71%
Other Consultant Services	15,912.18	0.00	0.00%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Total Consultant Services	31,587.18	14,775.00	213.79%
Contractual Services			
Health Officer	9,517.98	0.00	0.00%
Medical Director	41,108.08	59,618.00	68.95%
Per Diem	1,840.00	2,880.00	63.88%
Other Contractual	222,172.65	156,659.00	141.81%
Website Maintenance	850.00	1,000.00	85.00%
Total Contractual Services	275,488.71	220,157.00	125.13%
Communications			
Telephone	6,340.18	10,679.00	59.37%
Cell Phone	16,468.34	28,902.00	56.97%
Data Line	8,609.64	23,173.00	37.15%
Total Communications	31,418.16	62,754.00	50.07%
Travel & Training			
Mileage	91,270.19	140,666.00	64.88%
Meals/Lodging	5,124.19	22,175.00	23.10%
Training & Education	13,073.00	8,963.00	145.85%
Total Travel & Training	109,467.38	171,804.00	63.72%
Space Costs			
Space-Electric	26,445.99	40,000.00	66.11%
Space-Gas	1,741.39	2,500.00	69.65%
Space-Maintenance Contracts	1,410.00	0.00	0.00%
Janitorial Services	70,873.46	97,940.00	72.36%
Snow Removal	11,935.00	7,000.00	170.50%
Loan Payments	39,080.00	58,620.00	66.66%
Space-Distributed Costs	21,200.00	82,535.00	25.68%
Space-Grounds & Building Maintenance	36,063.28	50,000.00	72.12%
BLDHD Rent	101,928.00	73,108.00	139.42%
Total Space Costs	310,677.12	411,703.00	75.46%
Building Costs			
Capital Outlay Local	0.00	13,794.00	0.00%
Total Building Costs	0.00	13,794.00	0.00%
Distributed Costs - Administrative			
Administration O/H	0.00	1.00	0.00%
Total Distributed Costs - Administrative	0.00	1.00	0.00%
Distributive Costs - PH Program & Support			
PH Administration	0.00	(3.00)	0.00%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
EH Administration	0.00	(1.00)	0.00%
Total Distributive Costs - PH Program & Support	0.00	(4.00)	0.00%
Total Expenditures	4,988,685.83	7,676,836.00	64.98%
Net Revenues/(Expenditures)	(119,349.61)	(1.00)	...,934,960.94%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Revenues			
Fees & Collections			
Food License Refunds	(320.00)	0.00	0.00%
Sewage Permit Refund	(1,955.78)	0.00	0.00%
Well Permit Refund	(665.42)	0.00	0.00%
Revenue-Campground Trailer Parks	5,137.58	6,757.00	76.03%
Revenue-Food Licenses	110,652.50	121,000.00	91.44%
Revenue-Sewage Permits	110,129.00	200,000.00	55.06%
Revenue-Well Permits	62,349.20	110,000.00	56.68%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	30,965.00	55,000.00	56.30%
Revenue-Mortgage Evaluation	107,441.00	200,000.00	53.72%
Radon Testing	288.00	100.00	288.00%
Donations	1.00	0.00	0.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(678.00)	0.00	0.00%
Total Fees & Collections	422,964.08	692,857.00	61.05%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	42,215.95	0.00	0.00%
Total State Funding (MDHHS-CPBC)	42,215.95	0.00	0.00%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	372,026.00	558,042.00	66.66%
Total ESLPHS - DEQ & MDHHS	372,026.00	558,042.00	66.67%
DEQ Type II Grant			
MDEQ Type II Grant	121,352.64	174,230.00	69.65%
Total DEQ Type II Grant	121,352.64	174,230.00	69.65%
Other State Fees/Funding			
MDHHS Lic Facilities	3,635.00	7,005.00	51.89%
Swimming Pools	4,259.47	6,582.00	64.71%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	97,446.00	100.00%
Total Other State Fees/Funding	105,340.47	116,736.00	90.24%
Reimbursement Funds/Charge for Service			

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Food Courses	7,865.00	6,000.00	131.08%
Reimbursed Revenues	130.00	0.00	0.00%
Total Reimbursement Funds/Charge for Service	7,995.00	6,000.00	133.25%
Local Funds			
Local Funds Distributive	109,400.00	164,084.00	66.67%
Total Local Funds	109,400.00	164,084.00	66.67%
Total Revenues	1,181,294.14	1,711,949.00	69.00%
Expenditures			
Salaries & Wages			
Salaries	622,224.42	961,700.00	64.70%
Insurance Payout Earnings	7,146.35	0.00	0.00%
Total Salaries & Wages	629,370.77	961,700.00	65.44%
Fringe Benefits			
FICA	46,355.79	73,581.00	62.99%
Medical Insurance	85,106.06	176,711.00	48.16%
Employer-HSA	15,849.26	0.00	0.00%
Life Insurance	883.39	1,459.00	60.54%
Unemployment Compensation	2,862.95	3,378.00	84.75%
Retirement	67,690.34	97,768.00	69.23%
Workers Compensation	212.19	3,997.00	5.30%
Physicals	130.00	0.00	0.00%
Dental Insurance	7,699.22	12,449.00	61.84%
Disability Insurance	6,553.41	10,059.00	65.14%
Vision Insurance	1,127.29	1,865.00	60.44%
Total Fringe Benefits	234,469.90	381,267.00	61.50%
Agency Operating Expenses			
Advertising	29.75	0.00	0.00%
Membership & Dues	30.00	30.00	100.00%
Total Agency Operating Expenses	59.75	30.00	199.17%
Supplies & Materials			
Printing	368.40	400.00	92.10%
Postage	1,286.46	1,710.00	75.23%
Office Supplies	2,313.28	1,787.00	129.45%
Water Tests	23,825.00	41,200.00	57.82%
Food License Fees	4,040.00	9,000.00	44.88%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Temporary Campground Fees	594.00	700.00	84.85%
Program Supplies	5,136.30	10,800.00	47.55%
Other Supplies	385.55	7,200.00	5.35%
Fuel Purchases	130.77	2,200.00	5.94%
Total Supplies & Materials	38,079.76	74,997.00	50.78%
Technology Services/Subscriptions			
Computer Maintenance	10,439.34	18,000.00	57.99%
Annual Computer Subscriptions/Licensing	38,912.62	21,665.00	179.61%
Total Technology Services/Subscriptions	49,351.96	39,665.00	124.42%
Equipment Rental/Maintenance			
Vehicle Maintenance and Repairs	99.50	0.00	0.00%
Equipment Rental	468.24	0.00	0.00%
Total Equipment Rental/Maintenance	567.74	0.00	0.00%
Consultant Services			
Consultant Services-Legal	0.00	1,775.00	0.00%
Total Consultant Services	0.00	1,775.00	0.00%
Contractual Services			
Health Officer	3,140.94	0.00	0.00%
Medical Director	12,332.44	20,866.00	59.10%
Other Contractual	244.52	0.00	0.00%
Total Contractual Services	15,717.90	20,866.00	75.33%
Communications			
Telephone	1,262.95	2,388.00	52.88%
Cell Phone	1,600.00	3,450.00	46.37%
Data Line	2,790.31	6,757.00	41.29%
Total Communications	5,653.26	12,595.00	44.88%
Travel & Training			
Mileage	39,676.93	63,363.00	62.61%
Meals/Lodging	256.80	0.00	0.00%
Training & Education	215.00	0.00	0.00%
Total Travel & Training	40,148.73	63,363.00	63.36%
Space Costs			
Space-Distributed Costs	38,118.29	71,201.00	53.53%
Total Space Costs	38,118.29	71,201.00	53.54%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

200 - Environmental Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Distributed Costs - Administrative			
Administration O/H	84,256.16	84,492.00	99.72%
Total Distributed Costs - Administrative	84,256.16	84,492.00	99.72%
Distributive Costs - PH Program & Support			
EH Administration	0.00	(1.00)	0.00%
Total Distributive Costs - PH Program & Support	0.00	(1.00)	0.00%
Total Expenditures	1,135,794.22	1,711,950.00	66.35%
Net Revenues/(Expenditures)	45,499.92	(1.00)	...549,992.19)%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Revenues			
Fees & Collections			
Private Pay Clinic Fees	2,266.37	3,500.00	64.75%
Clinic Fees-Private Insurance	150,317.97	177,500.00	84.68%
Donations	1.01	0.00	0.00%
Total Fees & Collections	152,585.35	181,000.00	84.30%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	113,283.31	245,900.00	46.06%
Clinic Fees - Medicare	324,310.27	401,700.00	80.73%
Managed Health Care Plan	62,474.22	108,000.00	57.84%
WIC Blood Lead Tests	431.73	0.00	0.00%
Total Medicaid/Medicare Revenue	500,499.53	755,600.00	66.24%
Cost Based Reimbursement			
Cost Based Reimbursement	172,092.25	198,423.00	86.72%
Total Cost Based Reimbursement	172,092.25	198,423.00	86.73%
Federal Financial Participation			
Federal Financial Participation	60,628.89	110,124.00	55.05%
Total Federal Financial Participation	60,628.89	110,124.00	55.06%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	96,994.92	0.00	0.00%
MDHHS - CPBC Categorical Grant	1,374,280.06	2,091,244.00	65.71%
Total State Funding (MDHHS-CPBC)	1,471,274.98	2,091,244.00	70.35%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	163,729.00	63,434.00	258.10%
Total ESLPHS - DEQ & MDHHS	163,729.00	63,434.00	258.11%
Other State Fees/Funding			
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Non-CPBC Funding/Grants	5,896.44	29,252.00	20.15%



## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Total Other State Fees/Funding	23,038.40	64,252.00	35.86%
Local Grants			
Other Local Grants	16,248.20	102,980.00	15.77%
Northern Michigan Health Consortium	135,862.26	132,455.00	102.57%
Michigan Center for Rural Health	61,116.58	17,754.00	344.24%
Michigan Health Endowment Foundation	62,194.85	140,000.00	44.42%
Leelanau Early Childhood Healthy Futures Grant	440,262.02 0.00	741,189.00 45,005.00	59.39% 0.00%
Total Local Grants	715,683.91	1,179,383.00	60.68%
Reimbursement Funds/Charge for Service			
Reimbursed Revenues	30,728.84	0.00	0.00%
Total Reimbursement Funds/Charge for Service	30,728.84	0.00	0.00%
Local Funds			
Local Funds Distributive	281,888.00	496,013.00	56.83%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	281,888.00	636,013.00	44.32%
Total Revenues	3,572,149.15	5,279,473.00	67.66%
Expenditures			
Salaries & Wages			
Salaries	1,814,198.72	2,738,067.00	66.25%
Insurance Payout Earnings	21,080.43	0.00	0.00%
Total Salaries & Wages	1,835,279.15	2,738,067.00	67.03%
Fringe Benefits			
FICA	131,341.25	209,498.00	62.69%
Medical Insurance	262,338.44	468,356.00	56.01%
Employer-HSA	52,403.51	0.00	0.00%
Life Insurance	2,503.30	4,152.00	60.29%
Unemployment Compensation	8,839.36	9,614.00	91.94%
Retirement	188,239.41	278,357.00	67.62%
Workers Compensation	605.01	11,372.00	5.32%
Physicals	169.00	0.00	0.00%
Dental Insurance	23,620.60	35,446.00	66.63%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
<hr/>			
Disability Insurance	17,427.98	28,641.00	60.84%
Vision Insurance	3,347.79	5,311.00	63.03%
Total Fringe Benefits	690,835.65	1,050,747.00	65.75%
Agency Operating Expenses			
Advertising	203.60	0.00	0.00%
Membership & Dues	3,865.00	1,609.00	240.21%
Total Agency Operating Expenses	4,068.60	1,609.00	252.87%
Supplies & Materials			
Printing	3,547.06	9,232.00	38.42%
Postage	1,230.09	5,840.00	21.06%
Office Supplies	1,498.18	4,950.00	30.26%
Program Supplies	31,052.78	84,958.00	36.55%
Other Supplies	9,165.94	7,204.00	127.23%
Clinic Supplies	216,306.24	474,260.00	45.60%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Total Supplies & Materials	279,942.25	621,444.00	45.05%
Technology Services/Subscriptions			
Licensing Fees	899.95	0.00	0.00%
Computer Maintenance	31,818.04	67,535.00	47.11%
Subscriptions	8,808.06	0.00	0.00%
Annual Computer Subscriptions/Licensing	43,074.96	49,073.00	87.77%
Total Technology Services/Subscriptions	84,601.01	116,608.00	72.55%
Equipment Rental/Maintenance			
Equipment Maintenance & Repairs	215.00	0.00	0.00%
Equipment	7,010.04	0.00	0.00%
Vehicle Maintenance and Repairs	0.00	1,500.00	0.00%
Equipment Rental	0.00	37,360.00	0.00%
Total Equipment Rental/Maintenance	7,225.04	38,860.00	18.59%
Medical Operating Expenses			
Medical Waste Disposal	754.22	1,125.00	67.04%
Health Services	17.67	0.00	0.00%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

910 - Personal Health Division

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Total Medical Operating Expenses	771.89	1,125.00	68.61%
Consultant Services			
Other Consultant Services	13,932.85	0.00	0.00%
Total Consultant Services	13,932.85	0.00	0.00%
Contractual Services			
Health Officer	3,236.12	0.00	0.00%
Medical Director	28,775.64	38,752.00	74.25%
Other Contractual	12,448.63	154,084.00	8.07%
Total Contractual Services	44,460.39	192,836.00	23.06%
Communications			
Telephone	4,131.54	6,737.00	61.32%
Cell Phone	14,868.34	25,452.00	58.41%
Data Line	5,424.75	15,279.00	35.50%
Total Communications	24,424.63	47,468.00	51.45%
Travel & Training			
Mileage	47,724.36	73,975.00	64.51%
Meals/Lodging	3,809.07	21,425.00	17.77%
Training & Education	12,733.00	8,963.00	142.06%
Total Travel & Training	64,266.43	104,363.00	61.58%
Space Costs			
Janitorial Services	150.00	0.00	0.00%
Space-Distributed Costs	111,630.64	127,981.00	87.22%
BLDHD Rent	1,000.00	0.00	0.00%
Total Space Costs	112,780.64	127,981.00	88.12%
Distributed Costs - Administrative			
Administration O/H	246,130.47	238,371.00	103.25%
Total Distributed Costs - Administrative	246,130.47	238,371.00	103.26%
Distributive Costs - PH Program & Support			
PH Administration	0.00	(3.00)	0.00%
Total Distributive Costs - PH Program & Support	0.00	(3.00)	0.00%
Total Expenditures	3,408,719.00	5,279,476.00	64.57%
Net Revenues/(Expenditures)	163,430.15	(3.00)	...447,671.48)%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Revenues			
State Funding (MDHHS-CPBC)			
MDHHS - CPBC Categorical Grant	(109,232.18)	322,899.00	(33.82)%
Total State Funding (MDHHS-CPBC)	(109,232.18)	322,899.00	(33.83)%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Reimbursed Revenues	3,028.83	0.00	0.00%
Total Reimbursement Funds/Charge for Service	3,028.83	2,132.00	142.07%
Rents Collected			
Rents Collected	174,128.00	261,192.00	66.66%
Total Rents Collected	174,128.00	261,192.00	66.67%
Total Revenues	67,924.65	586,223.00	11.59%
Expenditures			
Salaries & Wages			
Salaries	8,325.20	53,500.00	15.56%
Insurance Payout Earnings	225.23	0.00	0.00%
Total Salaries & Wages	8,550.43	53,500.00	15.98%
Fringe Benefits			
FICA	621.05	7,220.00	8.60%
Medical Insurance	747.50	25,870.00	2.88%
Employer-HSA	132.96	0.00	0.00%
Life Insurance	8.83	143.00	6.17%
Unemployment Compensation	23.76	330.00	7.20%
Retirement	723.12	9,316.00	7.76%
Workers Compensation	(3.17)	391.00	(0.81)%
Dental Insurance	102.19	1,222.00	8.36%
Disability Insurance	70.38	987.00	7.13%
Vision Insurance	13.79	183.00	7.53%
Total Fringe Benefits	2,440.41	45,662.00	5.34%
Supplies & Materials			
Office Supplies	71.86	0.00	0.00%
Janitorial Supplies	3,347.58	5,032.00	66.52%
Water Tests	1,352.01	2,484.00	54.42%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Program Supplies	0.00	250,000.00	0.00%
Other Supplies	1,411.26	2,400.00	58.80%
Total Supplies & Materials	6,182.71	259,916.00	2.38%
Technology Services/Subscriptions			
Licensing Fees	293.55	0.00	0.00%
Computer Maintenance	0.00	480.00	0.00%
Annual Computer Subscriptions/Licensing	288.00	0.00	0.00%
Total Technology Services/Subscriptions	581.55	480.00	121.16%
Equipment Rental/Maintenance			
Equipment	9,886.00	0.00	0.00%
Total Equipment Rental/Maintenance	9,886.00	0.00	0.00%
General Liability Insurance			
Insurance	5,055.96	4,714.00	107.25%
Total General Liability Insurance	5,055.96	4,714.00	107.25%
Consultant Services			
Consultant Services-Legal	6,150.00	0.00	0.00%
Other Consultant Services	87.35	0.00	0.00%
Total Consultant Services	6,237.35	0.00	0.00%
Contractual Services			
Other Contractual	209,479.50	75.00	279,306.01%
Total Contractual Services	209,479.50	75.00	279,306.00%
Communications			
Telephone	554.46	1,024.00	54.14%
Data Line	15.67	54.00	29.01%
Total Communications	570.13	1,078.00	52.89%
Travel & Training			
Mileage	78.70	105.00	74.95%
Total Travel & Training	78.70	105.00	74.95%
Space Costs			
Space-Electric	26,445.99	40,000.00	66.11%
Space-Gas	1,741.39	2,500.00	69.65%
Space-Maintenance Contracts	1,410.00	0.00	0.00%
Janitorial Services	70,533.46	97,940.00	72.01%
Snow Removal	11,935.00	7,000.00	170.50%

## Benzie Leelanau District Health Department

### Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report

995 - Resource Centers

From 10/1/2024 Through 5/31/2025

	<b>Current Period Actual</b>	<b>Total Budget</b>	<b>% of Budget Spent</b>
Loan Payments	39,080.00	58,620.00	66.66%
Space-Distributed Costs	(141,654.19)	(127,530.00)	111.07%
Space-Grounds & Building Maintenance	36,063.28	50,000.00	72.12%
BLDHD Rent	100,528.00	73,108.00	137.50%
Total Space Costs	146,082.93	201,638.00	72.45%
Building Costs			
Capital Outlay Local	0.00	13,794.00	0.00%
Total Building Costs	0.00	13,794.00	0.00%
Distributed Costs - Administrative			
Administration O/H	1,058.66	5,258.00	20.13%
Total Distributed Costs - Administrative	1,058.66	5,258.00	20.13%
Total Expenditures	396,204.33	586,220.00	67.59%
Net Revenues/(Expenditures)	(328,279.68)	3.00	...942,656.25)%

**Benzie Leelanau District Health Department  
Accounts Receivable and Prepaid Expenses  
as of May 31, 2025**

**Due from Michigan Department of Environmental Quality:**

Type II	<u><u>\$115,683</u></u>
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**Due from State of Michigan:**

2024 Cost Based Reimbursement	94424
2025 Cost Based Reimbursement	(8466)
2021 Federal Finance Participation	0
2023 Federal Finance Participation	4435
2024 Federal Finance Participation	<u>46,397</u>

Total	<u><u>136,790</u></u>
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**Due from Michigan Department of Community Health:**

CPBC	<u><u>(450)</u></u>
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**Due from Other Units of Government:**

Regional Grants - 31o School Funding	348,090
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348,090

**Rents Due - Benzie Building:**

Catholic Human Services	0
NMHSI	0.00
Centra Wellness Network	0
Auditor Adjustment to Lease Receivable	<u>12,464</u>

Total	<u><u>12,464</u></u>
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**Prepaid Expenses:**

Prepaid Insurances	<u><u>29,097</u></u>
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**CPBC Pullbacks**

\$20,414

**Benzie-Leelanau District Health Department  
Statement of Assets and Liabilities  
as of May 31, 2025**

**ASSETS:**

Cash - Checking and Savings	2,174,365
Imprest Cash	565
A/R - PH Revenue	0
Appropriations Due - Benzie	42,544
Appropriations Due - Leelanau	55,278
Due from DEQ	115,683
Due from State of Michigan	136,790
Due from MDCH	(450)
Due from Other Government Units	(348,090)
Rents Due - Benzie	12,464
Prepaid Expenses	478,295
	<hr/>
<b>Total Assets</b>	<b>2,667,445</b>
	<hr/> <hr/>

**LIABILITIES AND FUND BALANCE:**

Accounts Payable	650,088
Accrued Wages	314,343
Deferred Family Planning Revenues	
Deferred Medicaid Revenues	0
Other Deferred Revenues	20,414
Fund Balance:	
Unassigned	1,448,787
Assigned	306,342
Non-Spendable	46,821
Committed	
Restricted	
Medicaid Payment Holding	
Current Year	(119,350)
	<hr/>
<b>Total Liabilities and Fund Balance</b>	<b>2,667,445</b>
	<hr/> <hr/>

(0)



## BOARD OF HEALTH REPORT

06/25/2025

### Personal Health Division

During the spring/summer, the personal health staff increase their time out in the community sharing health information and letting residents know about the services available at the health department.

**FIRST GROUP MEETS:  
THURSDAY, JUNE 5**

**PARENTING COMMUNITIES**  
Funded by the Leelanau Early Childhood Alliance for Leelanau Families with children ages 0-6

# Baby Feeding SUPPORT GROUP

Connect with infant support professionals for nutrition guidance during your child's first year of life. Support and expertise regarding:

- breastfeeding
- bottle feeding
- baby led feeding

"scale available for weight checks"

Get your questions answered and build community with other local families of infants.

**JOIN US**

**THURSDAYS 10-11AM**

West Bay Covenant Church  
12720 S W Bay Shore Dr  
Traverse City, MI. 49684

Text/Call: Nikki 231-342-2574 with questions

Follow our community calendar for event updates  
[parentingcommunities.org](http://parentingcommunities.org)

# Families, you are invited to join us!

**Parents and caregivers are essential and deserve the chance to learn and connect in a meaningful way.**

"This group was amazing. I have been a participant of many different groups in the past and in this one I could actually see and feel a difference as the group went on."  
-Mom Power participant

**Strong Roots Parenting**

"The activities...are really cool and interesting and will definitely help you parent and be stronger of a parent to your kids."  
-FOF participant

Mom Power and Fraternity of Fathers will help you learn more about yourself, understand your children and their behaviors, and nurture attachment in a fun, interactive, in-person format. These 10 week programs are intended for families with children 0-6.

**LOCATION:**  
Lake Ann United Methodist Church  
6583 First St. Lake Ann

**MOM POWER:** breakfast and child care provided  
FRIDAYS April 11 - June 13  
9:30am-12:30pm

**FRATERNITY OF FATHERS:** dinner provided  
MONDAYS April 7 - June 16 (does not meet May 26)  
5:30pm - 7:30pm

No cost to participate. Space is limited.

**Interested?**  
Click here or follow this QR code

[parentingcommunities.org](http://parentingcommunities.org)  
231-256-0227

Municipal Association for Infant Mental Health  
Nurturing and growing families

These programs are made possible through the generous contributions of our community stakeholders.

**4th Annual**

**PARENTING COMMUNITIES**

# FAMILY STREET FAIR

**Saturday, July 19, 2025 | 10am-2pm**

Located on the Leelanau Montessori Public School Academy Campus at 7400 E Duck Lake Rd, Lake Leelanau

**Food & drinks available for purchase**

**Free LEELANAU NEWSPAPER STAND**

**LAS LAGUNAS**

**Face painting & balloon**

**Music & dance!**

**Activities & information for young early children!** Learn about community, gardening, culture, sports, art, science, resources for children & families & more!

**Tappy's**

**TRUCKS & MUSEUM**

Questions? Reach out to us: (231) 934-8867 [www.parentingcommunities.org](http://www.parentingcommunities.org)

**FEEL FOR BUMPS FROM HEAD TO TOE.  
CHECK THESE TOP 10 PLACES TICKS LIKE TO GO!**

**BE AWARE**  
Backlegged (Deer) Tick

1. Scalp  
2. In & behind ears  
3. Behind neck  
4. Under arms  
5. Between fingers

6. Waist & back  
7. Bellybutton  
8. Pelvic & groin area  
9. Behind knees  
10. Between toes

**DON'T FORGET TO LOOK FOR TINY, DARK SPOTS!**

Learn about ticks, Lyme and other tick-borne diseases, tick bite prevention and proper tick removal at [GLA.org](http://GLA.org)

**GLOBAL LYME ALLIANCE**

**LEELANAU COUNTY SENIOR SERVICES**

# SENIOR EXPO 2025

**Tuesday, June 17, 2025**  
**10:00 a.m. to 2:00 p.m.**  
**Suttons Bay High School**  
 310 Elm Street in Suttons Bay

*This fun filled event brings in over 80 vendors showcasing the latest in information, resources, products and services giving you the tools to live a full life as you age.*

- Veterans Affairs
- Blood Pressure Checks
- "A Taste Of Leelanau"
- Leelanau County Department representatives
- Door prizes
- Volunteer and employment opportunities
- Tons of resources
- Much, much more



**BENZIE EARLY CHILDHOOD PROGRAMS & BENZIE 0 TO 5 WORK GROUP**

## Early Childhood Fair

**9am to 12pm**  
**Come join us!!!**  
**Saturday April 12th, 2025**  
**Touch-a-Truck**  
 Police car, fire truck, ambulance, tractor, dump truck, and much more!!!!  
**Magic Show at 10am**  
 Lots of resources and activities for all families!!  
**849 Husky Trail**  
**Benzonia, MI**

Moved to May due to rain in April

**100% FREE FAMILY EVENT**

**MONDAY JUNE 16 6-8PM**

# THOMPSONVILLE SUMMER FEST

**SPONSORED BY BENZIE CARES FOR KIDS**

**BENZIE COUNTY RESOURCE FAIR**

Dinner, raffle prizes, live music, bounce house, face painting, carriage rides, and more!

**LOOK FOR THE BENZIE BUS PROVIDING FREE SHUTTLE RIDES TO & FROM THE EVENT**

**THOMPSONVILLE FIRE BARN & PARK**  
 14714 Lincoln St, Thompsonville

### STAY INFORMED

#### Sign up for BLDHD Newsletter:

Bldhd.org

Subscribe to our eNews

Email Address \*

First Name

Subscribe

#### Facebook

<https://www.Facebook.com/BenzieLeelanauDHD/>

#### Instagram

<https://www.instagram.com/benzieleelanau/>

#### Parenting Communities Activities:

<https://parentingcommunities.org/events/month/>

#### Parenting Communities Blogs:

<https://parentingcommunities.org/blog/?query-9-page=2>



Director of Administrative Services  
Report – June 2025  
Shelley Jablon

The purpose of the administration division is to manage the finances, purchasing, billing, human resources, technology and assist in the building areas of the Health Department.

**Finance:**

In the Board packet the May financials are included. The financial statements are year-to-date and are reflected through May 31, 2025. The budget should be about **67% spent** at this time. The budget reflects that the Agency is in line with what was expected. This month expenses were slightly higher than the revenue received, therefore we showed a negative balance this month, which was approximately 2% of what the revenue and expenditures are for year-to-date. This should correct itself in the next month. I am currently working on amendments for the FY 2025 budget and in the process of planning the FY 26 budget.

**Human Resources**

Johnston and I are in the process of interviewing candidates for the Environmental Health Administrative Assistant position in Leelanau. We are hoping to have that position filled in the beginning of July.

**Technology, Purchasing, Billing:**

No new changes reported in any of these areas since the last meeting.