

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT

BOARD OF HEALTH MEETING AGENDA

Wednesday, October 28, 2026 – 2:00 p.m.

Benzie Community Resource Center - Ingemar Johansson Conference Room

6051 Frankfort Highway

Benzonia, MI 49616

or

Electronically, via conference call

To participate, dial: (213) 282-9788 and enter Conference ID: 717 309 357#

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 from September 23, 2026.

Approval of the Agenda

Public Comment Period

- 1. Health Officer Update – Dan Thorell**
- 2. Personnel and Finance Committee Report-Personnel and Finance Committee**
 - o Accounts Payable – Action**
 - o Immunization Fee Schedule – Action**
- 3. Staff Reports**
 - o Medical Director – Dr. Joshua Meyerson**

- o Personal Health – Michelle Klein
- o Environmental Health Director – Eric Johnston
- o Administrative- Shelley Jablon

Public Comment Period

Board Comments

Adjourn

Personnel and Finance Comm. Meeting- October 28, 2026 1:00 pm

Benzie Community Resource Center, Roger Griner Conference Room or

Electronically via conference call:

(213) 282-9788 and enter Conference ID: 717 309 357#

DRAFT

BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT

BOARD OF HEALTH MEETING

Wednesday, September 23, 2026 2:00 p.m.

Leelanau County Government Center

8527 E. Government Center

Suttons Bay, MI 49682

Chairperson Gwenne Allgaier called the meeting to order at 2:02 p.m.

Members Present:

Gary Sauer - Benzie County Board of Commissioners

Dr. David Quimby – Leelanau County Member at Large

Dr. Mark Kuiper – Benzie County Member at Large

Gwenne Allgaier – Leelanau County Board of Commissioners

Members Excused:

Mark Walter – Leelanau County Board of Commissioners

Members Unexcused:

Len Mathieu – Benzie County Board of Commissioners

Staff Present:

Dan Thorell – Health Officer

Dr. Joshua Meyerson – Medical Director

Shelley Jablon – Director of Administrative Services

Eric Johnston – Director of Environmental Health

Bobbi Scott- Public Health Supervisor

Staff Excused:

Michelle Klein - Director of Personal Health

Guest Present: None

Pledge of Allegiance

Approval of the August 26, 2026, Regular Board of Health Meeting Minutes:

Motion By: Sauer to approve the August 26, 2026, BOH meeting minutes.

Seconded By: Quimby

Voice Vote: 4 yeas 0 nay 1 excused 1 absent Motion carried

Approval of the Agenda:

Motion By: Sauer to approve the agenda as presented.

Seconded By: Quimby

Voice Vote: 4 yeas 0 nay 1 excused 1 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: Sauer to approve accounts payable and pay the bills in the amount of \$150,784.19.

Seconded By: Kuiper

Roll Call Vote: Sauer- yeas, Quimby- yeas, Allgaier – yeas, Kuiper – yeas

4 yeas 0 nay 1 excused 1 absent Motion carried

August Financial Statements

Motion By: Sauer to accept the financial statements as presented.

Seconded By: Quimby

Roll Call Vote: Quimby- yea, Kuiper – yea, Allgaier – yea, Sauer – yea

4 yeas 0 nay 1 excused 1 absent Motion carried

FY 2026 Amended Budget

Motion By: Sauer to accept the FY 2026 Amended Budget as presented.

Seconded By: Quimby

Roll Call Vote: Quimby- yea, Kuiper – yea, Allgaier – yea, Sauer – yea

4 yeas 0 nay 1 excused 1absent Motion carried

FY 2027 Budget

Motion By: Sauer to accept the FY 2027 Budget as presented

Seconded By: Quimby

Roll Call Vote: Quimby- yea, Kuiper – yea, Allgaier – yea, Sauer – yea

4 yeas 0 nay 1 excused 1absent Motion carried

Office Closure of December 4, 2026 All Staff Meeting

Motion By: Sauer moved to approve the closure of the BLDHD offices on Friday, December 4, 2026, for the annual staff meeting.

Seconded By: Kuiper

Roll Call Vote: Quimby- yea, Kuiper – yea, Allgaier – yea, Sauer – yea

4 yeas 0 nay 1 excused 1absent Motion carried

Proposed Public Office Closure During Christmas/New Year Holiday

Motion By: Sauer moved to approve the closure of BLDHD offices to the public on December 28, 29, and 30, 2026, to allow staff the option of using paid time off to support important time with family.

Seconded By: Kuiper

Roll Call Vote: Quimby- yea, Kuiper – yea, Allgaier – yea, Sauer – yea

4 yeas 0 nay 1 excused 1absent 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 – Bobbi Scott

WIC food brochures were handed out to the BOH members and Scott gave a brief presentation on the program and its guidelines.

Environmental Health – Eric Johnston

A report was distributed prior to 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: Allgaier to adjourn the BOH meeting at 3:37 p.m.

Voice Vote: 4 yeas 0 nay 1 excused 1 absent Motion carried

Gwenne Allgaier, Chair

Sanna Johnson, Recording Secretary

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

From: Daniel Thorell, MS, RS, Health Officer

Date: October 28, 2026

Subject: October Board of Health Report

1. Public Health Emergency Preparedness (PHEP) Training Requirements

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. 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. Part of that readiness is to ensure that BLDHD staff are current with National Incident Management System (NIMS) training requirements.

Tier	Employee Name	Emergency Response Role
EPC	Rachel Pomeroy	PIO/EPC/Volunteer Mgr.
PIO / LHD Spokesperson	Rachel Pomeroy	PIO/EPC/Volunteer Mgr.
	Dan Thorell	Incident Commander/Liaison Officer
Tier 2 Staff	Jim Reardon	Safety Officer/ Back up Logistics Chief
	Nick Dow	Logistics Chief/ Back up Safety Officer
	Shelley Jablon	Finance/Admin Chief
	Tammy Sorensen	POD Manager-Immunization Coor
	Bobbi Scott	Operations Chief
	Eric Johnston	Planning Chief/ Back up IC
	Betsy Hardy	Back up Operations Chief
	Hannah Grinage	Volunteer Mgr
	Michelle Klein	Back up Liaison Officer
	Lauren Wolf	Back up Volunteer Mgr/ Family Assistance Center
	Kerry Turner	POD Lead
	Ruthann Strickland	Back up POD Manager/Imms Coor
	Renee Youker	Back up Finance/Admin

Effective July 1, 2026, the requirements have changed to mandate all Health Department Tier 2 staff complete ICS-300 and IS-2200 courses. The ICS-300 course is a 3 day (21-24 hour) in-person training course that teaches supervisors and command staff how to manage complex incidents. ICS-2200 is a 4 hour online independent study course that introduces the role, design, and operations of an Emergency Operations Center (EOC).

The ICS-2200 course is new so all the Tier 2 staff along with the EPC/PIO and Health Officer are required to complete the course. There are at least 8 staff members that will need to complete ICS-300. The good news is that Rachel Pomeroy, BLDHD EPC/PIO, was able to work with the Benzie County Emergency Manager, to get an instructor to come to Benzie County to teach the course on February 10-12. This was a significant benefit to have this training local to make it more convenient for staff and reduce travel expenses for the agency. There is already a significant cost to attend both trainings due to the time involved. The estimated staff time cost is approximately \$16,000.

2. Generator at Leelanau Personal Health Office

The back-up generator at the Leelanau Personal Health Office in Lake Leelanau has failed and is not repairable. The generator is 22 years old and was at the end of its service life. This is a natural gas generator that turns on automatically when there is a power outage and provides emergency power to the vaccine refrigerator, the furnace for the health department space, and a few power outlets. The most critical concern and the reason we need a back-up generator is for vaccine cold storage. Vaccines are expensive and a loss due to temperature departures would have significant replacement cost.

A bid for the generator itself was provided by Cummins because it would be more cost effective to install the same brand of generator due to the transfer switch at the panel which was replaced a few years ago. This bid was \$7,600. Bids have been requested from five different electricians to install the new generator. At this time, only one has provided a written estimate.

There may be some funding to help pay for the replacement generator from the PHEP program through a special projects request. Unfortunately, BLDHD sent request items into the Department of Preparedness and Response at the State prior to the generator failure. However, once we know what funding we are receiving for special projects, an amendment can be requested in March. In the meantime, a contingency plan is being worked out to either move vaccines to the Benzie office or provide emergency power with a portable generator that is stored on site.

3. Jean Chabut Public Health Advocate Award 2026

On October 8th, I attended the Michigan Premier Public Health Conference in Port Huron. This conference was well attended with more than 500 public health professionals present. I had the privilege of presenting the Jean E. Chabut Public Health Advocate Award this year to Michelle Klein. Awardees are those who advocate for system changes that improve the health of the population they serve, especially those who are underserved; building strong relationships or mobilizing through leadership; and overcoming barriers to succeed with grace.

Michelle has dedicated 30 years to public health at the Benzie-Leelanau District Health Department, serving as Director of Personal Health for 14 years. She has worked across nearly every program area and is known for leading with compassion, professionalism, and a deep understanding of rural communities. She has also served in numerous local and statewide leadership roles, including with MPHA, and in 2025, she received the MPHA Nursing Section Award for Leadership. Under Michelle's leadership, Benzie-Leelanau District Health Department has nearly doubled its staffing and programming since 2016. Her collaborative and innovative



approach has advanced Parenting Communities, expanded school health and wellness services to seven schools, and strengthened COVID-19 response efforts that contributed to high vaccination rates in Leelanau County. When school program funding ended, Michelle secured local support to preserve critical services.

Michelle's impact extends across Northwest Michigan and the state. She provided strategic leadership to Community Connections, helping it become a nationally recognized social determinants of health initiative. She also led regional smoking cessation efforts for pregnant women across seven health departments and helped develop Child Share, an innovative program addressing childcare costs and economic insecurity for working families.

Michelle is a trusted, visionary, and deeply committed public health leader. Her integrity, accessibility, and ability to build strong partnerships have strengthened communities, organizations, and public health systems throughout Northwest Michigan. Through 30 years of service, Michelle exemplifies

excellence in public health and is highly deserving of the Jean Chabut Award.

Michelle is retiring in mid-December, but her legacy will endure. She will be missed by staff and the communities she serves.

ACCOUNTS PAYABLE TOTALS

(October 2026)

BOH Meeting

09/30/2026.....\$131,544.60

10/15/2026.....\$85,399.16

10/15/2026.....\$79,362.01

TOTAL \$296,305.77

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00930 - MISC AP SEP

10100 - Honor Bank Checking

From 9/30/2026 Through 9/30/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
9/30/2026	9/30/2026	47744	AMERISOURCEBERGEN	3263730319	MMR VACCINE FOR BENZIE		951.18	Check
9/30/2026	9/30/2026		AMERISOURCEBERGEN	3263731010	MMR VACCINE FOR LEELANAU		951.18	Check
9/30/2026	9/30/2026	47745	BCN	262520056117	HEALTH INSURANCE		58,119.13	Check
9/30/2026	9/30/2026	47746	Delta Dental	RIS0007247388	DENTAL INSURANCE		3,877.30	Check
9/30/2026	9/30/2026	47747	Dolly Parton's Imagination Library GTR	9.11.1	DPIL BOOKS FOR OCT 2026		1,264.89	Check
9/30/2026	9/30/2026	47748	Grand Traverse County Health Department	26-025	SALARIES, WAGES, FRINGE FOR CHW BLDHD		3,133.01	Check
9/30/2026	9/30/2026	47749	John E. Green Company	224765	REPAIR PTAC UNIT NOT OPERATING IN ROOM 127		503.15	Check
9/30/2026	9/30/2026		John E. Green Company	225170	REPLACE PTAC UNIT IN OFFICE 129		2,885.00	Check
9/30/2026	9/30/2026	47750	Kevin Cook	09182026KC	REFUND AS DIDN'T NEED WELL PORTION OF PERMIT		204.00	Check
9/30/2026	9/30/2026	47751	Leelanau County	092526LC	MAINTENANCE COST FOR LEE EH FOR OCT 2026		2,650.00	Check
9/30/2026	9/30/2026	47752	Leelanau Montessori	092526LMS	OCTOBER RENT 2026 FOR LEELANAU PERSONAL HEALTH		6,500.00	Check
9/30/2026	9/30/2026	47753	State of Michigan - Unemployment Insurance Agency	09302026UIA	3RD QUARTER UIA PMT FOR #1398829		522.24	Check
9/30/2026	9/30/2026	47754	Northern Sprinkler System	42289	COMMERCIAL SPRINKLER BLOW OUT		115.00	Check
9/30/2026	9/30/2026	47755	River Valley Electric	94	REPLACE SWITCH IN UPSTAIRS WOMEN'S EMPLOYEE RESTROOM		213.26	Check
9/30/2026	9/30/2026	47756	Sinclair Broadcast Group	092326SBG	CJS CC MEDIA CAMPAIGN		3,000.00	Check
9/30/2026	9/30/2026	47757	Traverse City Area Public Schools	7049	BUSINESS CARDS & EMPLOYEE HANDBOOKS		70.22	Check
9/30/2026	9/30/2026	ACH093026SEP01	Applied Innovation	3285303	COPIER/PRINTERS		432.00	Voucher
9/30/2026	9/30/2026	ACH093026SEP02	Mark Kuiper	09232026MK	PER DIEM AND MILEAGE		117.52	Voucher

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00930 - MISC AP SEP

10100 - Honor Bank Checking

From 9/30/2026 Through 9/30/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
9/30/2026	9/30/2026	ACH093026SEP03	Julie Johnson	09222026JJ	REIMBURSEMENT FOR HOTEL FOR 9/8-9/9 MALPH MEETING		126.64	Voucher
9/30/2026	9/30/2026	ACH093026SEP04	NHF Sub Benzie-Leelanau	092526NHF	LOAN PMT FOR BCRC		4,885.00	Voucher
9/30/2026	9/30/2026	ACH093026SEP05	Patagonia Health Inc.	15077	PERSONAL HEALTH SOFTWARE		4,707.26	Voucher
9/30/2026	9/30/2026	ACH093026SEP06	Solutions For You, LLC	HA-5H83H96	CLEANING SERVICES FOR SEPT 2026 LEELANAU PH		1,300.00	Voucher
9/30/2026	9/30/2026	ACH093026SEP07	SOS Analytical	267049	WATER TESTING FOR EVALUATIONS & WELL PERMITS		6,905.00	Voucher
9/30/2026	9/30/2026	ACH093026SEP08	Maggie Sprattmoran	2456	REFLECTIVE CONSULTATION FOR ECD & MIHP		600.00	Voucher
9/30/2026	9/30/2026	ACH093026SEP09	Wyant Computer Services	36877	COMPUTER MAINTENANCE, SUBSCRIPTIONS & LICENSING		9,818.45	Voucher
9/30/2026	9/30/2026	M093026SEP01	Synchrony Bank/Amazon.com	1JPN-QLC1-NJTP	SEP MANUAL		42.29	Check
9/30/2026	9/30/2026	M093026SEP02	Synchrony Bank/Amazon.com	16RP-717J-3V4J	SEP MANUAL		166.78	Check
9/30/2026	9/30/2026	M093026SEP03	Synchrony Bank/Amazon.com	14DC-NT1Y-CQ3R	SEP MANUAL		217.88	Check
9/30/2026	9/30/2026	M093026SEP04	Synchrony Bank/Amazon.com	1CDC-KXJC-GVK7	SEP MANUAL		84.73	Check
9/30/2026	9/30/2026	M093026SEP05	Synchrony Bank/Amazon.com	1YKQ-QRGX-M6GF	SEP MANUAL		255.82	Check
9/30/2026	9/30/2026	M093026SEP06	Synchrony Bank/Amazon.com	1DYD-X1VM-61GD	SEP MANUAL		679.99	Check
9/30/2026	9/30/2026	M093026SEP07	Synchrony Bank/Amazon.com	1QHG-WKY1-6CQW	SEP MANUAL		183.01	Check
9/30/2026	9/30/2026	M093026SEP08	Synchrony Bank/Amazon.com	1K1F-FCLL-3QPH	SEP MANUAL		273.90	Check
9/30/2026	9/30/2026	M093026SEP09	Synchrony Bank/Amazon.com	1R33-6JNJ-4GMX	SEP MANUAL		51.26	Check
9/30/2026	9/30/2026	M093026SEP10	Cardmember Service	091526DP	SEP MANUAL		718.52	Check
9/30/2026	9/30/2026	M093026SEP11	Aflac	277534	SEP MANUAL		1,483.64	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00930 - SEP MANUAL

10100 - Honor Bank Checking

From 9/30/2026 Through 9/30/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
9/30/2026	9/30/2026	M093026SEP12	Cardmember Service	091526SJ	SEP MANUAL		2,982.17	Check
9/30/2026	9/30/2026	M093026SEP13	Cardmember Service	091526DT	SEP MANUAL		1,647.84	Check
9/30/2026	9/30/2026	M093026SEP14	DTE Energy	09112026DTE	SEP MANUAL		60.57	Check
9/30/2026	9/30/2026	M093026SEP15	Lincoln Financial	093026LFG	SEP MANUAL		4,190.81	Check
9/30/2026	9/30/2026	M093026SEP16	Synchrony Bank/Amazon.com	1PQ9-YMCF-PTL1	SEP MANUAL		41.06	Check
9/30/2026	9/30/2026	M093026SEP17	Synchrony Bank/Amazon.com	177T-TX7W-16YW	SEP MANUAL		516.24	Check
9/30/2026	9/30/2026	M093026SEP18	Synchrony Bank/Amazon.com	1GJC-CCK6-MW4D	SEP MANUAL		670.19	Check
9/30/2026	9/30/2026	M093026SEP19	Synchrony Bank/Amazon.com	1PYP-MVHR-3D4L	SEP MANUAL		284.95	Check
9/30/2026	9/30/2026	M093026SEP20	Synchrony Bank/Amazon.com	1T9K-KKXG-FRCM	SEP MANUAL		647.80	Check
9/30/2026	9/30/2026	M093026SEP21	Synchrony Bank/Amazon.com	1LJC-CN9X-CQ7D	SEP MANUAL		28.34	Check
9/30/2026	9/30/2026	M093026SEP22	Synchrony Bank/Amazon.com	17JN-GNJF-NCFJ	SEP MANUAL		535.64	Check
9/30/2026	9/30/2026	M093026SEP23	Synchrony Bank/Amazon.com	1TX1-PWLP-JXCY	SEP MANUAL		373.52	Check
9/30/2026	9/30/2026	M093026SEP24	Synchrony Bank/Amazon.com	14TT-R63F-WK4Y	SEP MANUAL		48.44	Check
9/30/2026	9/30/2026	M093026SEP25	Synchrony Bank/Amazon.com	13F7-4GTG-6T3J	SEP MANUAL		926.18	Check
9/30/2026	9/30/2026	M093026SEP26	Synchrony Bank/Amazon.com	1DJL-GNNG-96Q9	SEP MANUAL		361.64	Check
9/30/2026	9/30/2026	M093026SEP27	Synchrony Bank/Amazon.com	1MPQ-RKPG-1FVK	SEP MANUAL		219.96	Check
Report Total							131,544.60	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00934 - SEP MANUAL AP

10100 - Honor Bank Checking

From 9/30/2026 Through 10/15/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
9/30/2026	9/30/2026	M093026OCT001	Synchrony Bank/Amazon.com	1HNK-RH33-CXDQ	SEP MANUAL AP		78.70	Check
9/30/2026	9/30/2026	M093026OCT002	Consumers Energy	093026CE	SEP MANUAL AP		2,904.85	Check
9/30/2026	9/30/2026	M093026OCT003	Synchrony Bank/Amazon.com	1P9T-74VQ-LDG6	SEP MANUAL AP		97.98	Check
9/30/2026	9/30/2026	M093026OCT004	Synchrony Bank/Amazon.com	1QH6-QX4F-6H4N	SEP MANUAL AP		395.96	Check
9/30/2026	9/30/2026	M093026OCT005	Wex Bank	09302026WB	SEP MANUAL AP		51.27	Check
9/30/2026	9/30/2026	M093026OCT006	Verizon Wireless	6154860320	SEP MANUAL AP		1,188.12	Check
9/30/2026	9/30/2026	M093026OCT007	Cardmember Service	093026SJ	SEP MANUAL AP		364.42	Check
9/30/2026	9/30/2026	M093026OCT008	Cardmember Service	09302026CR	SEP MANUAL AP		(7.08)	Check
9/30/2026	9/30/2026		Cardmember Service	09302026DT	SEP MANUAL AP		932.16	Check
10/15/2026	10/15/2026	47758	Biggs Construction	091626BC	REFUND FOR DOUBLE CHARGE OF WELL PERMIT FEE		305.00	Check
10/15/2026	10/15/2026	47759	Shana Bolger	CS-CHB-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		480.00	Check
10/15/2026	10/15/2026	47760	Cooley Contracting	092526CC	REFUND DUE TO NOT NEEDING REVIEW OR SEPTIC PERMIT		369.00	Check
10/15/2026	10/15/2026	47761	Crystal Lock & Supply	22760	MAKE KEYS FOR FILE CABINETS		80.00	Check
10/15/2026	10/15/2026	47762	Dandelion Discovery Center	CS-DAN-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		660.00	Check
10/15/2026	10/15/2026	47763	Sandra Grant	CS-DEL-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 2026		1,410.00	Check
10/15/2026	10/15/2026	47764	Great Lakes Kids LLC	CS-GLK-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		900.00	Check
10/15/2026	10/15/2026	47765	Renee Suzawith	CS-KCC-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		2,400.00	Check
10/15/2026	10/15/2026	47766	Laura Siladke	09032026LS	REFUND FOR OVERPAYMENT OF EVALUATION REQUEST		172.00	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00934 - MISC AP SEP

10100 - Honor Bank Checking

From 9/30/2026 Through 10/15/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
10/15/2026	10/15/2026	47767	Leelanau Children's Center	CS-LCC-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		240.00	Check
10/15/2026	10/15/2026	47768	Leelanau Montessori	2025-2026-04	QUARTERLY BILLING FOR JULY,AUG,SEPT 2026 LEELANAU PH		3,394.02	Check
10/15/2026	10/15/2026		Leelanau Montessori	CS-LMS-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		1,260.00	Check
10/15/2026	10/15/2026	47769	Lisa LaCross	090926LL	REFUND AS DO NOT NEED TANK PERMIT FOR FIXING RISER		148.00	Check
10/15/2026	10/15/2026	47770	FFF Enterprises, Inc - Moderna	9950002061	COVID VACCINE FOR CHILD BENZIE OFFICE		1,412.57	Check
10/15/2026	10/15/2026	47771	FFF Enterprises, Inc - Moderna	9950002062	COVID VACCINE FOR ADULT /BENZIE OFFICE		12,418.56	Check
10/15/2026	10/15/2026	47772	FFF Enterprises, Inc - Moderna	9950002069	COVID VACCINE FOR CHILDREN/ LEELANAU		1,412.57	Check
10/15/2026	10/15/2026	47773	FFF Enterprises, Inc - Moderna	9950002070	COVID VACCINE FOR ADULTS/ LEELANAU		12,418.56	Check
10/15/2026	10/15/2026	47774	Munson Occupational Health & Medicine	00256800-00	DRUG SCREEN/PHYSICAL FOR NEW EMPLOYEE		143.00	Check
10/15/2026	10/15/2026	47775	Jennifer Serrano	CS-PTC-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		1,800.00	Check
10/15/2026	10/15/2026	47776	Republic Services #239	0239-004068627	GARBAGE/RECYCLE PICKUP BCRC		821.93	Check
10/15/2026	10/15/2026	47777	Rooted Daycare	CS-ROO-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		720.00	Check
10/15/2026	10/15/2026	47778	Roto-Rooter of Northern Michigan	88143911	AUGER MEN'S UPSTAIRS EMPLOYEE'S TOILET		344.00	Check
10/15/2026	10/15/2026	47779	Seqirus	093026SE	CREDIT DUE		(3,456.60)	Check
10/15/2026	10/15/2026		Seqirus	9130893812	FLU VACCINE FOR BENZIE OFFICE		16,428.42	Check
10/15/2026	10/15/2026		Seqirus	9130920910	CR9130920910		(2,289.96)	Check
10/15/2026	10/15/2026		Seqirus	9130922387	CREDIT 9130922387		(128.25)	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00934 - MISC AP SEP

10100 - Honor Bank Checking

From 9/30/2026 Through 10/15/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
10/15/2026	10/15/2026	47780	Seqirus	9130900832	FLU VACCINE FOR LEELANAU OFFICE		14,088.50	Check
10/15/2026	10/15/2026	47781	St Mary Preschool	CS-STM-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		2,520.00	Check
10/15/2026	10/15/2026	47782	The Standard	093026TS	EMPLOYEE VISION INSURANCE		561.64	Check
10/15/2026	10/15/2026	47783	Syrena M Bean	09302026SB	REFUND FOR OVERPAYMENT		166.00	Check
10/15/2026	10/15/2026	47784	Traverse City Area Public Schools	7086	OCTOBER EVENT FLYERS & HARVES GATHERING FLYERS		56.84	Check
10/15/2026	10/15/2026	47785	Gwendolyn M Martin	CS-TCG-2026-09	CHILDSHARE SCHOLARSHIP PMT FOR SEPT 26		840.00	Check
10/15/2026	10/15/2026	ACH093026OCT01	Autumn Jurek	018	IBCLC CONTRACTED SERVICES FOR SEPT		125.00	Voucher
10/15/2026	10/15/2026	ACH093026OCT02	John Eric Johnston	09302026EJ	LUNCH REIMBURSEMENT FOR EH CONFERENCE		20.00	Voucher
10/15/2026	10/15/2026	ACH093026OCT03	Hospital Network Healthcare	108976	MEDICAL WASTE MATERIAL PICKUP		197.74	Voucher
10/15/2026	10/15/2026	ACH093026OCT04	Northern Michigan Janitorial Services	3799	CLEANING SERVICES FOR SEPT 26 AT BCRC		6,505.00	Voucher
10/15/2026	10/15/2026	ACH093026OCT05	Valley City Linen	092926VCL	RUG CLEANING SERVICE		449.24	Voucher
Report Total							85,399.16	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00935 - MISC AP OCT

10100 - Honor Bank Checking

From 10/15/2026 Through 10/15/2026

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
10/15/2026	10/15/2026	47786	ICC CDS,LLC	CMS0029298	LASERFICHE FORMS PORTAL, USERS, SUPPORT FOR 12/1/26-11/30-27		9,557.00	Check
10/15/2026	10/15/2026	47787	Michigan Municipal Risk Management Authority	10012026GF	GENERAL FUND CONTRIBUTION FOR 10/1/26-10/1/27		40,377.00	Check
10/15/2026	10/15/2026		Michigan Municipal Risk Management Authority	10012026RF	RETENTION FUND CONTRIBUTION FOR 10-1/26-10-1/27		9,500.00	Check
10/15/2026	10/15/2026	47788	Shelley Jablon	10142026OC	CASH TO MAKE CHANGE FOR CASH PMTS IN LEELANAU PH		50.00	Check
10/15/2026	10/15/2026	ACH101526OCT01	Corey Weaver	10132026CW	REIMBURSEMENT FOR D-5 OPERATOR CERT PMY FEE		95.00	Voucher
10/15/2026	10/15/2026	ACH101526OCT02	Dan Thorell	10122026DT	MEAL REIMBURSEMENT FOR PUBLIC HEALTH CONF 10/6-10/8		102.00	Voucher
10/15/2026	10/15/2026	ACH101526OCT03	Health Department of Northwest Michigan	6921	BLDHD MEDICAL DIRECTOR OCT 26		5,293.93	Voucher
10/15/2026	10/15/2026	ACH101526OCT04	SOS Analytical	265654	WATER TESTING FOR EVALS, WELL PERMITS, DHS INSPECTION		5,545.00	Voucher
10/15/2026	10/15/2026	M101526OCT001	TKS Security	37508	OCT MANUAL AP		3,954.50	Check
10/15/2026	10/15/2026	M101526OCT002	Charter Communicaitons	005311501100126	OCT MANUAL AP		34.25	Check
10/15/2026	10/15/2026	M101526OCT003	Charter Communicaitons	005281701100126	OCT MANUAL AP		210.70	Check
10/15/2026	10/15/2026	M101526OCT004	Charter Communicaitons	005311401100126	OCT MANUAL AP		103.70	Check
10/15/2026	10/15/2026	M101526OCT005	Charter Communicaitons	005281601100126	OCT MANUAL AP		50.93	Check
10/15/2026	10/15/2026	M101526OCT006	Charter Communicaitons	005280501100126	OCT MANUAL AP		45.00	Check
10/15/2026	10/15/2026	M101526OCT007	MERS Retirement	00183848-1	OCT MANUAL AP		4,119.00	Check
10/15/2026	10/15/2026	M101526OCT008	TKS Security	37366	OCT MANUAL AP		324.00	Check
Report Total							79,362.01	

[illegible]

Date: September 22, 2026

To: Board of Health

From: Joshua Meyerson

Re: Cyclosporiasis Outbreak Recap

The nationwide outbreak of cyclosporiasis this summer was widespread and caused significant illness, especially in Michigan. Caused by the *Cyclospora* parasite, illness usually develops 2-14 days after exposure and leads to prolonged diarrhea along with nausea, abdominal cramps, fatigue, and weight loss. Without treatment symptoms can last for several weeks but will be shortened by prompt treatment with an antibiotic.

The investigation by FDA linked the outbreak to processed iceberg lettuce from Taylor Farms de Mexico that was contaminated. The company recalled all iceberg lettuce sourced from central Mexico on July 17th. The product was sold in many retail outlets including Wal Mart as well as used in restaurants. Most exposures occurred in late June to mid-July.

Michigan Data

As of September 6 (last update), Michigan has reported **14,718 cases**. 373 were hospitalized and there were 2 reported deaths. About 5% were in children. Wayne, Oakland, and Washtenaw Counties reported the highest number of cases, but the highest case rates were in smaller counties including Alpena. In Michigan, more than two thirds of the cases that were investigated reported eating at a specific restaurant chain.

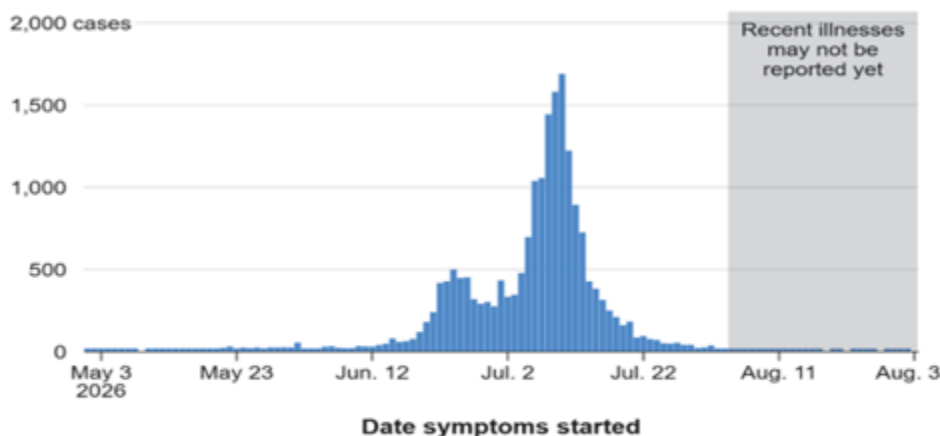
Local Cases

BLDHD – 5 cases

DHD4 – 187 cases (Alpena 165)

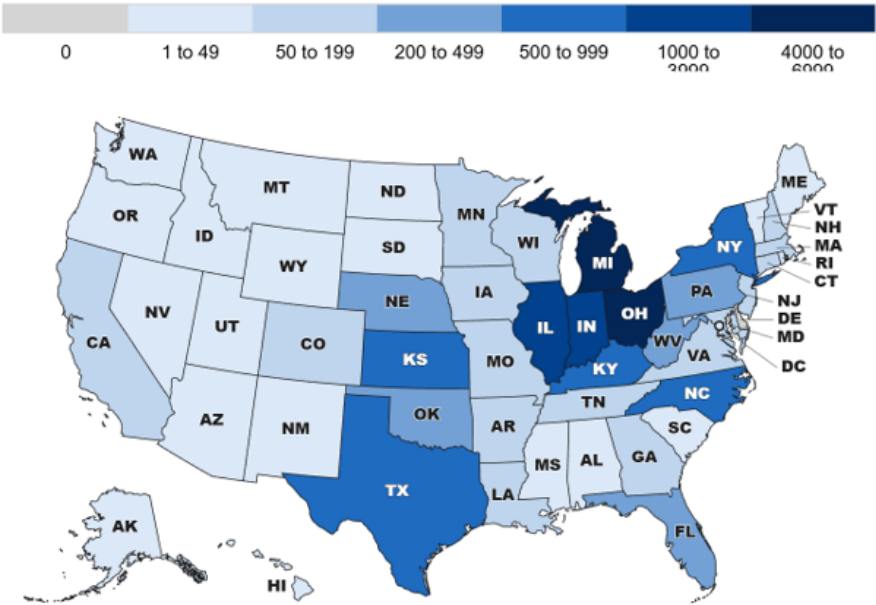
HDNW – 18 cases

National Data from the CDC



Updated on September 15, 2026. The epi curve shows data for 19,883 confirmed *Cyclospora* cases reported to CDC as of September 14, 2026.

Number of cases



Updated on September 15, 2026. The map shows data for 19,883 confirmed *Cyclospora* cases reported to CDC as of September 14, 2026.

Director of Administrative Services
Report – October 2026
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:

There are no financials included in the Board of Health packet this month, as the Finance Team has been busy wrapping up Fiscal Year 2026.

In the middle of completing the fiscal year, a WIC Audit is underway. Auditing staff from the State will be on site October 27, 2026. Last week notification went out to all local health departments that there will be a desk review of Fiscal Year 2026 IMMS program. It was communicated that the review will mostly be focused on payroll information. This will occur while the year-end Financial Status Reports (FSRs) are being completed for the State of Michigan. Needless to say, the month of October and November are going to be exceptionally busy for the Finance Department.

Human Resources:

Since the September meeting, Advantage Benefits has notified us that Priority Health put in a bid for our health care coverage this year. They were approximately 5% lower than BCN. I compared the coverage offered by both carriers, along with the providers in our area who accept Priority Health and BCN. Overall, the coverage and provider networks were comparable, although there were some differences in the providers included on each list. After reviewing the options, the decision was made to switch carriers to Priority Health. This change is expected to save BLDHD approximately \$45,000 annually, with an additional estimated savings of \$15,000 for employees.

Technology, Purchasing and Billing:

There is nothing new to report at this time.

Building:

As Dan Thorell mentioned in his report, a new generator will need to be purchased for the Leelanau Personal Health Office. Alternative plans have been created to address potential power outages that could happen before the replacement can be purchased. The well drilling company was able to visit the Benzie office and repair two check valves in the well. The project was completed as scheduled, allowing the building to reopen to the public as planned.