

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING AGENDA
Wednesday, March 26, 2025 – 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: 130 547 486#

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 February 26, 2025.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell – written report submitted
2. Personnel and Finance Committee Report-Personnel and Finance Committee
 - A. Accounts Payable – Action
 - B. February Financials – Action
3. 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- March 26, 2025 1:00 pm
Benzie Community Resource Center, Ingemar Johansson Conference Room or
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 130 547 486 #

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, February 26, 2025 2p.m.
Leelanau County Government Center
8527 E. Government Center
Suttons Bay, MI 49682**

Chairperson Gwenne Allgaier called the meeting to order at 2:01 p.m.

Members Present:

Gary Sauer - Benzie County Board of Commissioners
Gwenne Allgaier – Leelanau County Board of Commissioners
Dr. David Quimby – Leelanau County Member at Large
Mark Walter – Leelanau County Board of Commissioners
Christina Trigg – Benzie County Board of Commissioners

Members Excused: None

Members Absent: Dr. Mark Kuiper – Benzie County Member at Large

Staff Present: Dodie Putney – Director of Administrative Services
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

Guest Present: Ken Talsma – Anderson, Tackman & Company

Pledge of Allegiance

Approval of the January 22, 2025 Regular Board of Health Meeting Minutes:

Motion By: Trigg to approve the January 22, 2025 BOH meeting minutes as amended after discussion.

Seconded By: Sauer

Voice Vote: 5 yeas 0 nay 0 excused 1 absent Motion carried

Discussion: Thorell suggested that the motion for the refrigerator should read “or equivalent” after each refrigerator that is listed.

Approval of the Agenda:

Motion By: Sauer to approve the agenda as presented.

Seconded By: Allgaier

Voice Vote: 5 yeas 0 nay 0 excused 1 absent Motion carried

Public Comment: None

Audit Presentation: Ken Talsma -Anderson, Tackman & Company

BLDHD had a clean audit for the fiscal year 2024. A single audit is required for BLDHD because they receive over three-quarters of a million dollars in federal money. The fund balance remains at a healthy balance. In summary, no weaknesses were found with the financial statements, federal awards or major programs audited.

Motion By: Sauer to accept the audit.

Seconded By: Trigg

Voice Vote: 5 yeas 0 nay 0 excused 1 absent **Motion carried**

Health Officer Update- Dan Thorell

A report was distributed prior to the meeting. Please refer to it for details. Thorell went over the Michigan Association of Local Public Health (MALPH) legislative and funding priorities to directly support local health departments in 2025. Several bills were introduced in 2023-2024 focusing on curbing youth smoking of flavored e-cigarettes and menthol-flavored cigarettes, requiring tobacco retailers to be licensed to better enforce the laws prohibiting sale of tobacco to minors, and tax e-cigarettes and vaping products containing nicotine and increase tobacco taxes with the proceeds used to reduce youth tobacco use. MALPH is also supporting efforts to lower the blood lead level threshold in children and to make EPA requirements for abatement and mitigation the standard in Michigan. Health Departments are required to test kids for lead levels, but do not receive extra funding for this. Federal funding is 21% of BLDHD's budget. It has been communicated to local health agencies to continue business as usual until further notice. The remodel project had been delayed due to contract negotiations with the architect and contractor. The project is set to start the first week of March with a completion date of July 1st. The contracts will be finalized on Monday, February 24th. A walk through with the contractor and architect is scheduled for Tuesday, March 4th.

Accounts Payable

Motion By: Sauer to approve accounts payable and pay the bills in the amount of \$223,874.74.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea
5 yeas 0 nay 0 excused 1 absent **Motion carried**

January Financial Statements

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

Seconded By: Trigg

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea
5 yeas 0 nay 0 excused 1 absent **Motion carried**

Revised Vacation/Sick Time Policy

Motion By: Trigg to accept the revised draft of Paid Time off Policy of 72 hours front loaded sick time for fulltime employees with 300 hours of capped time.

Seconded By: Walter

Roll Call Vote: Walter- yea, Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea, Kuiper - yea
5 yeas 0 nay 0 excused 0 absent **Motion carried**

Discussion: With the new earned sick time law taking effect on February 21st, it was decided to split the PTO that BLDHD employees receive into two separate banks, Sick and Vacation time. This makes it easier for employees & staff to track. The sick time will be front loaded, instead of accrued, and capped at 300 hours. Employees can only use no more than 150 hours of sick time in a year for reasons not specified in the policy. The use of PTO for the last 37.50 hours of for someone retiring/separation of employment is prohibited unless sick time is needed for work reasons listed. Staff met with the employee committee and listened to suggestions.

Staff Reports:

Medical Director – Dr. Joshua Meyerson

A report was distributed prior to the meeting. Please refer to it for details. States he is receiving a lot of calls from the community, schools, nursing homes, assisted living homes, etc. as to what they

can do for covid and the flu. Flu started to peak in mid-February, and this is typical for this time of year. Schools want to know if they should close due to the flu. It depends on whether they have enough staff to safely operate and if they have enough students to attend. The Health Department tries to give them guidance on the best course of action. Expresses the use of good hygiene in trying to control the spread of the flu/covid.

Personal Health – Michelle Klein

A report was distributed prior to the meeting. Please refer to it for details. Discussed what the Community Health Workers at the Health Department do and what kind of training they go through to become one. Medicaid is now able to pay for CHW services, but the rate combined with requiring face-to-face services doesn't cover all costs.

Environmental Health – Eric Johnston

A report was distributed at the beginning of the meeting. Please refer to it for details. January is Radon Action Month. At BLDHD, it was "Give a Can, Get a Kit". This campaign requests you give a non-perishable food item or toiletry item and you get a free radon kit in exchange. BLDHD gave out 66 kits between the two counties and items collected are taken to local food pantries. In September of 2024, EGLE conducted a Private & Type III Water Supply Program evaluation. All minimum requirements were met, and they had nice comments to say about BLDHD staff.

Administrative – Shelley Jablon

A report was distributed prior to the meeting. Please refer to it for details. Jablon is working on amending the budget and she will present it in September. Starting to review the Personnel Policy for BLDHD as some of the policies do not meet the needs of the personnel with the growth of the Health Department. The board would like to go back to just receiving a copy of the check register instead of the vendor activity report.

Public Comment – None

Board Comments – The board thanked Dodie Putney for her many years of service at BLDHD.

Adjourn

Motion By: Walter to adjourn the BOH meeting at 3:50 p.m.

Seconded By: Sauer

Voice Vote: 5 yeas 0 nay 0 excused 1 absent **Motion carried**

Gwenne Allgaier, Chair

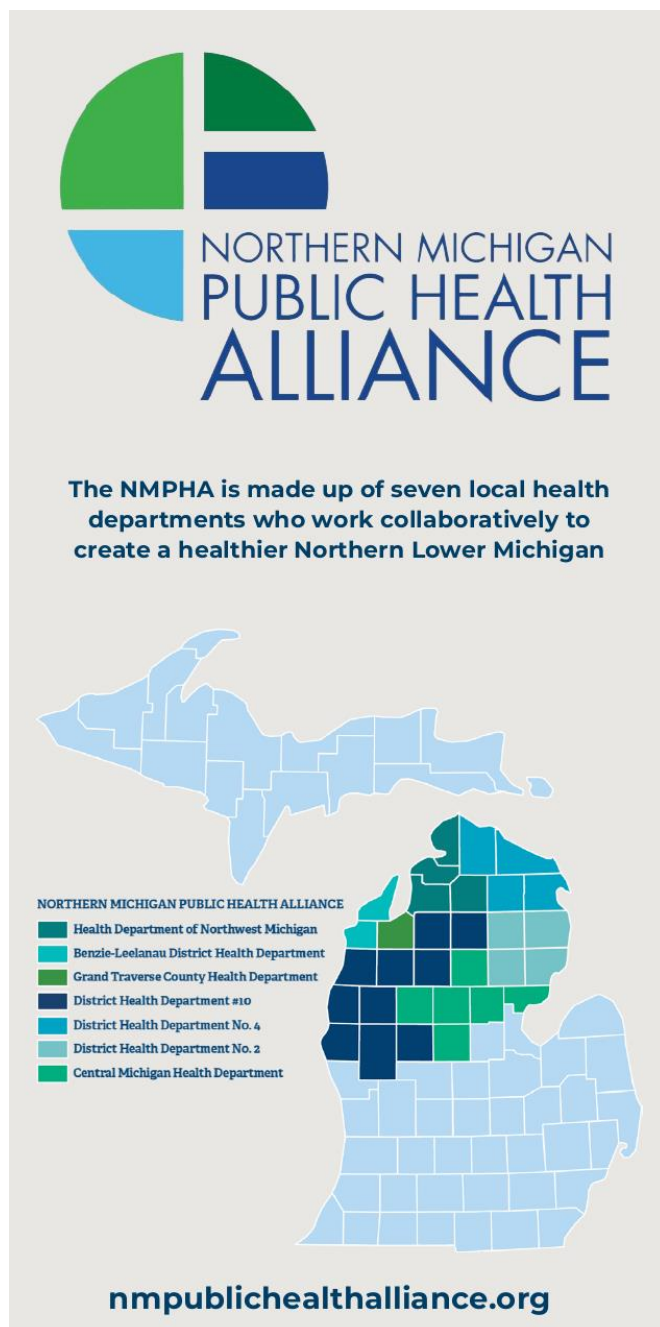
Sanna Johnson, Recording Secretary

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

From: Daniel Thorell, MS, RS, Health Officer

Date: March 26, 2025

Subject: March Board of Health Report



1. Michigan Association of Local Public Health Day at the Capitol

The Northern Michigan Public Health Alliance (NMPHA) will advocate for public health in Northern Michigan during the Michigan Association of Local Public Health (MALPH) sponsored "Day at the Capitol" event on Wednesday, April 9, during public health week. NMPHA is a team of 7 local health departments in 31 Northern Lower Peninsula Counties that joined together to strengthen public health across the region.

The local health departments in NMPHA share resources and work collaboratively on important public health issues facing mostly rural Northern Michigan. The ability to join forces has allowed the 7 local health departments, that collectively:

- serve 841,558 people,
- in 31 Counties, and
- covering 16,669 square miles,

to have a unified voice to advocate for the health of Northern Michigan.

During the "Day at the Capital" event local health department leadership from across Michigan converge on Lansing to meet directly with their legislators to educate them regarding issues affecting local health departments. Also, the events of the day include the County Health Rankings presentation and the Hometown Health Heroes presentation.

1



MAINTAIN ESSENTIAL LOCAL PUBLIC HEALTH SERVICES (ELPHS) FUNDING AND MAKE IT FLEXIBLE

- **ELPHS Funding:** Essential for local health departments, ensuring they have the resources to protect public health. Funding supports these vital services such as infectious disease prevention, sexually transmitted infection (STI) control and prevention, food protection, on-site private public water protection, on-site sewage disposal management, immunizations, and hearing and vision screenings for children.
- **Cost-Effective:** Every dollar allocated to ELPHS has a return on investment that reduces the total dollars spent by taxpayers.
- **Flexible Funding Equals Local Control:** Flexible funding allows local health departments to decide where to spend resources based on locally identified needs.
- **Consequences of Reduced Funding:** A decrease in ELPHS funding would threaten access to services, weaken our ability to respond to public health emergencies, increase health disparities, harm the environment, and place your communities at significant future health risks.

2



SOCIAL DETERMINANTS OF HEALTH FUNDING TO MEET RESIDENTS' BASIC NEEDS

- **Social Determinants of Health (SDOH):** Such as housing, education, and access to healthcare and food, play a crucial role in influencing an individual's health outcomes.
- **Community Health Workers (CHW):** Are trusted members in your community. They bridge the gap between healthcare providers and the community to ensure better access to care and support. The Community Connections program uses CHWs to link residents to local resources.
- **Impact:** In 2024, the Community Connections program facilitated over 6,300 referrals across multiple Social Determinants of Health (SDoH) hubs resulting in 3,436 connections with essential services like healthcare coverage, transportation, and employment assistance.
- **Without Sustainable Funding:** This program will struggle to continue connecting residents with critical resources, reducing health disparities, improving overall community well-being, and saving valuable tax payer dollars by reducing Medicaid costs.
- **Learn more about this valuable resource for your constituents** by visiting northernmichigan.chir.org.

3



DENTAL FUNDING TO MAINTAIN ACCESS TO CARE

- **Oral Health in Rural Communities:** Barriers to accessing dental care in Northern Lower Michigan includes lack of access to dentists, high cost, larger elderly populations, lack of dental insurance, and provider shortages who accept Medicaid. Because very few private dental providers accept Medicaid, safety net dental clinics like Dental Clinics North (DCN) and My Community Dental Centers (MCDC) are often the only options for low-income residents.
- **Impact Without Increased Funding:** Residents in Northern Lower Michigan will face dental neglect due to provider shortages. Lack of access to care can lead to increased oral health problems such as tooth loss, cavities, and gum disease, which over time, directly impacts overall health, such as heart attack, stroke, and diabetes, to name only a few. In addition, Medicaid cost will rise due to preventable emergency department visits.

For the 2025 Day at the Capital event, NMPHA decided to focus on 3 areas of interest for public health in Northern Lower Michigan.

Local health departments successfully advocated for an increase in essential local public health services (ELPHS) funding for FY24 to bring State funding in line with 50/50 cost sharing after many years below that level. We now need to maintain funding and work on making it more flexible.

Since 2016, Community Health Workers in the Community Connections program have been working to improve health outcomes by removing barriers. Backbone funding for Community Connections ended in 2023 which threatens the sustainability of program. Stable funding will allow Community Connections to grow with the needs of our communities.

Safety net dental clinics are an important part of public health in Michigan. Most private dental clinics do not accept Medicaid, which highlights the importance of increasing funding for our safety net dental clinics serving residents in need.

2. Benzie Community Resource Center Update

Remodel Project

- Demolition began the first week of March and was completed in about a week.
- Framing of interior walls began after demo and is continuing.

- The contractor indicated that the project is ahead of schedule and could be completed well ahead of the July 1 date without any unintended delays.

Water Damage from Ice Dams

- There were several areas of the main level on the north and east side of the building that were affected.
 - Public stairwell, Catholic Human Services office, main entrance, 2 dental offices, dental lab, and 1 health department office.
- Eckler Building Solutions has submitted a bid for restoration of the affected areas which was forwarded to our insurance company (MMRMA).
- Once the bid is approved by MMRMA, Eckler can start work.

ACCOUNTS PAYABLE TOTALS
(March 2025)
BOH meeting

03/01/2025.....	\$53,157.77
03/15/2025.....	\$23,445.80
03/15/2025.....	\$43,324.26

TOTAL	\$119,927.83
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Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00802 - FEBRUARY MANUAL AP

10100 - Honor Bank Checking

From 2/28/2025 Through 3/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
2/28/2025	2/28/2025	022825FEB001	Aflac	218494	FEBRUARY MANUAL AP		1,867.22	Check
2/28/2025	2/28/2025	022825FEB002	Synchrony Bank/Amazon.com	1PCL-H3Q1-14W4	FEBRUARY MANUAL AP		55.98	Check
2/28/2025	2/28/2025	022825FEB003	Synchrony Bank/Amazon.com	1C3H-H6F1-DVQR	FEBRUARY MANUAL AP		57.90	Check
2/28/2025	2/28/2025	022825FEB004	Synchrony Bank/Amazon.com	1C16-VXQC-7L4C	FEBRUARY MANUAL AP		49.69	Check
2/28/2025	2/28/2025	022825FEB005	Cardmember Service	02/14/2025HV	FEBRUARY MANUAL AP		2,940.97	Check
2/28/2025	2/28/2025	022825FEB006	Synchrony Bank/Amazon.com	1GG9-43NF-9D9Q	FEBRUARY MANUAL AP		106.76	Check
2/28/2025	2/28/2025	022825FEB007	Synchrony Bank/Amazon.com	1W9W-K9KF-9R4W	FEBRUARY MANUAL AP		203.45	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00802 - MISC AP FEB

10100 - Honor Bank Checking

From 2/28/2025 Through 3/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
3/1/2025	3/1/2025	022825MAR001	Christina Trigg	02262025CT	PER DIEM		40.00	Voucher
3/1/2025	3/1/2025	022825MAR002	Dr. David Quimby	02262025DQ	PER DIEM & MILEAGE		52.60	Voucher
3/1/2025	3/1/2025	022825MAR003	Gary Sauer	02192025GS	PER DIEM & MILEAGE FOR APPEAL BOARD		115.60	Voucher
3/1/2025	3/1/2025	022825MAR004	Gary Sauer	02262025GS	PER DIEM & MILEAGE		115.60	Voucher
3/1/2025	3/1/2025	022825MAR005	Gwenne Allgaier	02262025	PER DIEM & MILEAGE		57.50	Voucher
3/1/2025	3/1/2025	022825MAR006	Mark Walter	02192025MW	PER DIEM & MILEAGE FOR APPEAL BOARD		59.60	Voucher
3/1/2025	3/1/2025	022825MAR007	Mark Walter	02262025MW	PER DIEM & MILEAGE		59.60	Voucher
3/1/2025	3/1/2025	022825MAR008	NHF Sub Benzie-Leelanau	03012025NHF	LOAN PAYMENT		4,885.00	Voucher
3/1/2025	3/1/2025	022825MAR009	Patagonia Health Inc.	12512	PERSONAL HEALTH SOFTWARE		4,921.12	Voucher
3/1/2025	3/1/2025	022825MAR010	Perspective Enterprises, Inc.	64832	WIC DIGITAL SCALE		289.00	Voucher
3/1/2025	3/1/2025	022825MAR011	Rhonda Nye	02192025RN	PER DIEM & MILEAGE FOR APPEAL BOARD		115.60	Voucher
3/1/2025	3/1/2025	022825MAR012	Solutions For You, LLC	HA-N4CQG128	CLEANING SERVICES FOR FEBRUARY LEELANAU		1,300.00	Voucher
3/1/2025	3/1/2025	022825MAR013	SOS Analytical	250022	WATER TESTING		1,800.00	Voucher
3/1/2025	3/1/2025	022825MAR014	The Boat Doctors Plowing	2071	PLOW & SALTING OF BCRC		2,860.00	Voucher
3/1/2025	3/1/2025	022825MAR015	Wyant Computer Services	34379	COMPUTER LICENSES		10,157.40	Voucher
3/1/2025	3/1/2025	47070	Delta Dental	RIS0006253674	DENTAL INSURANCE		4,084.82	Check
3/1/2025	3/1/2025	47071	Dolly Parton's Imagination Library GTR	1338	MARCH BOOKS		1,166.33	Check
3/1/2025	3/1/2025	47072	Don Barrows	02192025DB	PER DIEM & MILEAGE FOR APPEALS BOARD		61.00	Check
3/1/2025	3/1/2025	47073	Great Lakes Water Quality Laboratory, Inc.	B24-231	WATER TESTING B24-231		40.00	Check
3/1/2025	3/1/2025	47074	Honor Building Supply	2502-075402	2 EA PLYWOOD, CALCIUM CHLORIDE FLAKES		97.57	Check
3/1/2025	3/1/2025		Honor Building Supply	2502-075910	ROOF ICE MELTER		24.99	Check
3/1/2025	3/1/2025	47075	John E. Green Company	206471	REPAIR PTAC UNIT NOT HEATING		958.88	Check
3/1/2025	3/1/2025	47076	Leelanau County	03012025LEEEH	LEELANAU EH MARCH RENT		2,650.00	Check

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00802 - MISC AP FEB

10100 - Honor Bank Checking

From 2/28/2025 Through 3/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
3/1/2025	3/1/2025	47077	Leelanau County	02222025	MILLAGE PROPOSAL LANGUAGE COST		201.10	Check
3/1/2025	3/1/2025	47078	Leelanau Montessori	03012025LEE	MARCH RENT LEELANAU PH		6,032.00	Check
3/1/2025	3/1/2025	47079	Linguistica International	64723	INTERPRETING SERVICES		2.93	Check
3/1/2025	3/1/2025	47080	Metropolitan Life Insurance Company	03012025METL	LIFE INS, SHORT & LONG TERM DISABILITY, VOL LIFE INS		4,795.67	Check
3/1/2025	3/1/2025	47081	Pitney Bowes Global Financial Services, LLC	3320329114	POSTAGE METER BENZIE		149.73	Check
3/1/2025	3/1/2025	47082	Pitney Bowes Global Financial Services, LLC	3320333449	POSTAGE METER		149.73	Check
3/1/2025	3/1/2025	47083	Pitney Bowes Bank Inc Reserve Account	11038	POSTAGE FOR BENZIE METER		500.00	Check
3/1/2025	3/1/2025	47084	Traverse City Area Public Schools	5286	MIHP BROCHURES		36.93	Check
3/1/2025	3/1/2025		Traverse City Area Public Schools	5377	MARCH EVENT FLYERS, MINI FLYERS, STRONG ROOTS FLYERS		95.50	Check
Report Total							53,157.77	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00804 - FEB MANUAL AP

10100 - Honor Bank Checking

From 2/28/2025 Through 3/15/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
2/28/2025	2/28/2025	M031525FEB001	Wex Bank	103191718	FEB MANUAL AP		40.40	Check
2/28/2025	2/28/2025	M031525FEB002	Consumers Energy	03032025CE	FEB MANUAL AP		3,811.91	Check
2/28/2025	2/28/2025	M031525FEB003	Synchrony Bank/Amazon.com	1DJD-HPVT-G3D6	FEB MANUAL AP		78.63	Check
2/28/2025	2/28/2025	M031525FEB004	Synchrony Bank/Amazon.com	11C9-1YTQ-CDXF	FEB MANUAL AP		71.86	Check
2/28/2025	2/28/2025	M031525FEB005	Synchrony Bank/Amazon.com	1P1Y-LWN9-TVGP	FEB MANUAL AP		9.99	Check
2/28/2025	2/28/2025	M031525FEB006	Synchrony Bank/Amazon.com	1QCL-4CQW-99NM	FEB MANUAL AP		699.99	Check
2/28/2025	2/28/2025	M031525FEB007	Verizon Wireless	6107501217	FEB MANUAL AP		1,116.09	Check
2/28/2025	2/28/2025	M031525FEB008	Verizon Wireless	6107501218	FEB MANUAL AP		737.37	Check
3/14/2025	3/14/2025	47085	Dearborn Life Insurance Company	03012025DEARB	LIFE INS		279.00	Check
3/14/2025	3/14/2025	47086	Grand Traverse Mobile Communications	61454	WARRANTY REPAIR SERVICE ON MOTOROLA XTS/EF JOHNSON 5100		47.50	Check
3/14/2025	3/14/2025	47087	Great Lakes Water Quality Laboratory, Inc.	B23-096	B23-096 WATER TEST		40.00	Check
3/14/2025	3/14/2025		Great Lakes Water Quality Laboratory, Inc.	B24-222	B24-222 WATER TEST		40.00	Check
3/14/2025	3/14/2025	47088	Health Care Logistics	309836443	SHIPPING, EXTRA SHELVES, CLIPS FOR IMMS REFRIGERATOR		1,479.27	Check
3/14/2025	3/14/2025		Health Care Logistics	309849722	IMMUNIZATION REFRIGERATOR		5,530.77	Check
3/14/2025	3/14/2025	47089	Republic Services #239	0239-003745558	GARBAGE SERVICE		291.22	Check
3/14/2025	3/14/2025	47090	The Standard	03012025TS	VISON INSURANCE FOR MARCH		591.21	Check
3/14/2025	3/14/2025	47091	Uplift Counseling LLC	FEB25UPLIFT	FEB BENZIE COUNTY SCHOOL STAFF REFLECTIVE SUPERVISION		250.00	Check
3/14/2025	3/14/2025	ACH031525FEB01	KSS Enterprises	1650611	TOILET PAPER, PAPER TOWEL, LINERS		350.82	Voucher
3/14/2025	3/14/2025	ACH031525FEB02	KSS Enterprises	1651032	ROLL TOWEL & LINERS		169.42	Voucher
3/14/2025	3/14/2025	ACH031525FEB03	Northern Michigan Janitorial Services	2832	FEBRUARY CLEANING SERVICE AT BCRC		6,820.00	Voucher

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00804 - MISC AP FEB

10100 - Honor Bank Checking

From 2/28/2025 Through 3/15/2025

<u>Effective Date</u>	<u>Document Date</u>	<u>Check Number</u>	<u>Vendor Name</u>	<u>Invoice #</u>	<u>Invoice Description</u>	<u>RU Code</u>	<u>Check Amount</u>	<u>Payment Type</u>
3/14/2025	3/14/2025	ACH031525FEB04	Nugent Hardware	02252025NUGH	DOOR HINGE SCREWS & SAWSALL BLADE		19.95	Voucher
3/14/2025	3/14/2025	ACH031525FEB05	RuthAnn Strickland	021925RS	REIMBURSEMENT FOR PARTNERS IN PEDIATRICS CARE ONLINE CONF		90.00	Voucher
3/14/2025	3/14/2025	ACH031525FEB06	Maggie Sprattmoran	2317	GROUP REFLECTIVE CONSULTATION FOR MIHP AND ECD		600.00	Voucher
3/14/2025	3/14/2025	ACH031525FEB07	Valley City Linen	02252025VL	RUG CLEANING SERVICE		<u>280.40</u>	Voucher
Report Total							<u>23,445.80</u>	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00805 - MISC AP MAR

10100 - Honor Bank Checking

From 3/14/2025 Through 3/15/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
3/14/2025	3/14/2025	47092	AMERISOURCEBERGEN	3207926370	STERILE WATER		38.50	Check
3/14/2025	3/14/2025	47093	Byte Productions, LLC	209091	MONTHLY WEB HOSTING/SECURE CERTIFICATE		360.00	Check
3/14/2025	3/14/2025	47094	Great Lakes Water Quality Laboratory, Inc.	B24-025	WATER TEST FOR B24-025		40.00	Check
3/14/2025	3/14/2025		Great Lakes Water Quality Laboratory, Inc.	B24-230	WATER TEST ON B24-230		40.00	Check
3/14/2025	3/14/2025		Great Lakes Water Quality Laboratory, Inc.	L21-417	WATER TEST FOR L21-417		40.00	Check
3/14/2025	3/14/2025	47095	Kendra Thompson	03072025KCT	OFFICE RENOVATION PROJECT 80%		28,000.00	Check
3/14/2025	3/14/2025		Kendra Thompson	03072025SDC	Schematic Design Concepts -Office Renovation Project		3,500.00	Check
3/14/2025	3/14/2025	47096	Leland Restaurant Group	13032025	REFUND REQUESTED FOR NON ATTENDANCE FOR FOOD CLASS		55.00	Check
3/14/2025	3/14/2025	47097	Michigan Municipal Risk Management Authority	03042025MMRMA	MMRMA INSURANCE		1,913.00	Check
3/14/2025	3/14/2025	47098	Pitney Bowes Global Financial Services, LLC	3320439547	POSTAGE METER LEASE -LEELANAU EH		143.28	Check
3/14/2025	3/14/2025	47099	Portable Storage Solutions, LLC	10044	STORAGE BOX RENT		160.00	Check
3/14/2025	3/14/2025	47100	Pitney Bowes Bank Inc Reserve Account	03/12/2025POST	POSTAGE FOR METER-LEELANAU EH		1,000.00	Check
3/14/2025	3/14/2025	47101	Servpro of Grand Traverse Area	5155348	WATER RESTORATION FROM ROOF LEAK		1,000.00	Check
3/14/2025	3/14/2025	ACH031525MAR01	Health Department of Northwest Michigan	03012025MO	MEDICAL OFFICER FOR MARCH		5,240.59	Voucher
3/15/2025	3/15/2025	M031525MAR01	Synchrony Bank/Amazon.com	14C9-X396-3M14	MAR MANUAL AP		199.99	Check
3/15/2025	3/15/2025	M031525MAR02	Charter Communicaitons	005280501030125	MAR MANUAL AP		720.00	Check
3/15/2025	3/15/2025	M031525MAR03	Charter Communicaitons	005281601030125	MAR MANUAL AP		40.00	Check
3/15/2025	3/15/2025	M031525MAR04	Charter Communicaitons	005281701030125	MAR MANUAL AP		38.01	Check
3/15/2025	3/15/2025	M031525MAR05	Charter Communicaitons	005311501030125	MAR MANUAL AP		720.00	Check
3/15/2025	3/15/2025	M031525MAR06	Synchrony Bank/Amazon.com	14W7-C6QF-HQ7P	MAR MANUAL AP		75.89	Check

Report Total

43,324.26

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(1,053.00)	0.00	0.00%
Private Pay Clinic Fees	1,831.00	3,500.00	52.31%
Clinic Fees-Private Insurance	123,288.98	177,500.00	69.45%
Well Permit Refund	(168.00)	0.00	0.00%
Revenue-Campground Trailer Parks	3,480.00	6,757.00	51.50%
Revenue-Food Licenses	5,397.50	121,000.00	4.46%
Revenue-Sewage Permits	54,915.00	200,000.00	27.45%
Revenue-Well Permits	31,563.00	110,000.00	28.69%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	17,085.00	55,000.00	31.06%
Revenue-Mortgage Evaluation	48,615.00	200,000.00	24.30%
Radon Testing	213.00	100.00	213.00%
Donations	1.00	0.00	0.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(267.00)	0.00	0.00%
Total Fees & Collections	284,521.48	873,857.00	32.56%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	61,048.71	245,900.00	24.82%
Clinic Fees - Medicare	287,791.43	401,700.00	71.64%
Managed Health Care Plan	38,227.90	108,000.00	35.39%
WIC Blood Lead Tests	241.98	0.00	0.00%
Total Medicaid/Medicare Revenue	387,310.02	755,600.00	51.26%
Cost Based Reimbursement			
Cost Based Reimbursement	86,712.00	198,423.00	43.70%
Total Cost Based Reimbursement	86,712.00	198,423.00	43.70%
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

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

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	139,210.87	0.00	0.00%
MDHHS - CPBC Categorical Grant	815,052.88	2,414,143.00	33.76%
Total State Funding (MDHHS-CPBC)	954,263.75	2,414,143.00	39.53%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	325,820.00	621,476.00	52.42%
Total ESLPHS - DEQ & MDHHS	325,820.00	621,476.00	52.43%
DEQ Type II Grant			
MDEQ Type II Grant	75,845.40	174,230.00	43.53%
Total DEQ Type II Grant	75,845.40	174,230.00	43.53%
Other State Fees/Funding			
MDHHS Lic Facilities	1,720.00	7,005.00	24.55%
Swimming Pools	2,520.00	6,582.00	38.28%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	97,446.00	100.00%
VFC Vaccine Received	9,698.70	35,000.00	27.71%
Non-CPBC Funding/Grants	118.00	29,252.00	0.40%
Total Other State Fees/Funding	111,502.70	180,988.00	61.61%
Local Grants			
Other Local Grants	150.00	102,980.00	0.14%
Northern Michigan Health Consortium	73,347.92	132,455.00	55.37%
Michigan Center for Rural Health	8,480.58	17,754.00	47.76%
Michigan Health Endowment Foundation	62,194.85	140,000.00	44.42%
Leelanau Early Childhood	289,535.27	741,189.00	39.06%
Healthy Futures Grant	0.00	45,005.00	0.00%
Total Local Grants	433,708.62	1,179,383.00	36.77%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Food Courses	5,185.00	6,000.00	86.41%
Reimbursed Revenues	21,560.19	80,000.00	26.95%
Total Reimbursement Funds/Charge for Service	26,745.19	88,132.00	30.35%
Rents Collected			

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Rents Collected	102,296.00	261,192.00	39.16%
Total Rents Collected	102,296.00	261,192.00	39.17%
Interest			
Interest	30,606.13	19,190.00	159.48%
Total Interest	30,606.13	19,190.00	159.49%
Local Funds			
Local Funds Distributive	244,555.00	660,097.00	37.04%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	244,555.00	800,097.00	30.57%
Total Revenues	3,124,515.18	7,676,835.00	40.70%
Expenditures			
Salaries & Wages			
Salaries	1,605,670.97	3,973,550.00	40.40%
Insurance Payout	18,158.99	0.00	0.00%
Earnings			
Total Salaries & Wages	1,623,829.96	3,973,550.00	40.87%
Fringe Benefits			
FICA	116,953.70	307,153.00	38.07%
Medical Insurance	229,080.83	701,677.00	32.64%
Employer-HSA	45,864.68	0.00	0.00%
Life Insurance	2,289.52	6,088.00	37.60%
Unemployment	11,707.87	14,096.00	83.05%
Compensation			
Retirement	163,555.65	407,835.00	40.10%
Workers Compensation	5,717.00	16,675.00	34.28%
Physicals	390.00	200.00	195.00%
Dental Insurance	20,731.66	51,969.00	39.89%
Disability Insurance	15,508.53	41,991.00	36.93%
Vision Insurance	2,970.16	7,786.00	38.14%
Total Fringe Benefits	614,769.60	1,555,470.00	39.52%
Agency Operating Expenses			
Advertising	29.75	1,500.00	1.98%
Membership & Dues	6,622.00	6,639.00	99.74%
Total Agency Operating Expenses	6,651.75	8,139.00	81.73%
Supplies & Materials			
Printing	2,763.48	13,132.00	21.04%
Postage	2,232.00	10,050.00	22.20%
Office Supplies	4,220.76	10,807.00	39.05%
Janitorial Supplies	2,465.66	5,032.00	48.99%
Water Tests	17,222.01	43,684.00	39.42%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
<hr/>			
Food License Fees	285.00	9,000.00	3.16%
Temporary Campground Fees	0.00	700.00	0.00%
Program Supplies	18,330.44	350,353.00	5.23%
Other Supplies	12,650.23	17,304.00	73.10%
Fuel Purchases	211.23	2,200.00	9.60%
Clinic Supplies	159,971.97	474,260.00	33.73%
VFC Vaccine Received	9,698.70	35,000.00	27.71%
Total Supplies & Materials	230,051.48	971,522.00	23.68%
<hr/>			
Technology Services/Subscriptions			
Licensing Fees	1,193.50	0.00	0.00%
Computer Maintenance	39,125.00	98,015.00	39.91%
Subscriptions	2,443.51	0.00	0.00%
Annual Computer Subscriptions/Licensing	60,360.23	86,726.00	69.59%
Total Technology Services/Subscriptions	103,122.24	184,741.00	55.82%
<hr/>			
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	742.20	38,660.00	1.91%
Total Equipment Rental/Maintenance	17,952.74	40,160.00	44.70%
<hr/>			
Medical Operating Expenses			
Medical Waste Disposal	399.48	1,125.00	35.50%
Total Medical Operating Expenses	399.48	1,125.00	35.51%
<hr/>			
General Liability Insurance			
Insurance	19,643.75	47,145.00	41.66%
Total General Liability Insurance	19,643.75	47,145.00	41.67%
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Consultant Services			
Consultant Services-Audit	7,700.00	8,000.00	96.25%
Consultant Services-Legal	1,825.00	6,775.00	26.93%
Other Consultant Services	4,441.38	0.00	0.00%
Total Consultant Services	13,966.38	14,775.00	94.53%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Contractual Services			
Health Officer	9,517.98	0.00	0.00%
Medical Director	25,386.31	59,618.00	42.58%
Per Diem	1,360.00	2,880.00	47.22%
Other Contractual	9,665.15	156,659.00	6.16%
Website Maintenance	490.00	1,000.00	49.00%
Total Contractual Services	46,419.44	220,157.00	21.08%
Communications			
Telephone	3,635.88	10,679.00	34.04%
Cell Phone	10,289.65	28,902.00	35.60%
Data Line	5,573.57	23,173.00	24.05%
Total Communications	19,499.10	62,754.00	31.07%
Travel & Training			
Mileage	52,569.77	140,666.00	37.37%
Meals/Lodging	2,833.34	22,175.00	12.77%
Training & Education	5,178.00	8,963.00	57.77%
Total Travel & Training	60,581.11	171,804.00	35.26%
Space Costs			
Space-Electric	16,613.83	40,000.00	41.53%
Space-Gas	1,146.06	2,500.00	45.84%
Space-Maintenance Contracts	930.00	0.00	0.00%
Janitorial Services	43,859.14	97,940.00	44.78%
Snow Removal	11,165.00	7,000.00	159.50%
Loan Payments	24,425.00	58,620.00	41.66%
Space-Distributed Costs	13,250.00	82,535.00	16.05%
Space-Grounds & Building Maintenance	22,340.66	50,000.00	44.68%
BLDHD Rent	57,196.00	73,108.00	78.23%
Total Space Costs	190,925.69	411,703.00	46.37%
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%
EH Administration	0.00	(1.00)	0.00%

Revenues & Expenditures by Program - BOH Monthly Financials - Unposted Transactions Included In Report
From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Distributive Costs - PH Program & Support	0.00	(4.00)	0.00%
Total Expenditures	2,947,812.72	7,676,836.00	38.40%
Net Revenues/(Expenditures)	176,702.46	(1.00)	...670,245.31)%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(1,053.00)	0.00	0.00%
Well Permit Refund	(168.00)	0.00	0.00%
Revenue-Campground Trailer Parks	3,480.00	6,757.00	51.50%
Revenue-Food Licenses	5,397.50	121,000.00	4.46%
Revenue-Sewage Permits	54,915.00	200,000.00	27.45%
Revenue-Well Permits	31,563.00	110,000.00	28.69%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	17,085.00	55,000.00	31.06%
Revenue-Mortgage Evaluation	48,615.00	200,000.00	24.30%
Radon Testing	213.00	100.00	213.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(267.00)	0.00	0.00%
Total Fees & Collections	159,400.50	692,857.00	23.01%
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	232,516.00	558,042.00	41.66%
Total ESLPHS - DEQ & MDHHS	232,516.00	558,042.00	41.67%
DEQ Type II Grant			
MDEQ Type II Grant	75,845.40	174,230.00	43.53%
Total DEQ Type II Grant	75,845.40	174,230.00	43.53%
Other State Fees/Funding			
MDHHS Lic Facilities	1,720.00	7,005.00	24.55%
Swimming Pools	2,520.00	6,582.00	38.28%
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	101,686.00	116,736.00	87.11%
Reimbursement Funds/Charge for Service			
Food Courses	5,185.00	6,000.00	86.41%
Reimbursed Revenues	70.00	0.00	0.00%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Reimbursement Funds/Charge for Service	5,255.00	6,000.00	87.58%
Local Funds			
Local Funds Distributive	68,375.00	164,084.00	41.67%
Total Local Funds	68,375.00	164,084.00	41.67%
Total Revenues	685,293.85	1,711,949.00	40.03%
Expenditures			
Salaries & Wages			
Salaries	377,341.37	961,700.00	39.23%
Insurance Payout	3,753.71	0.00	0.00%
Earnings			
Total Salaries & Wages	381,095.08	961,700.00	39.63%
Fringe Benefits			
FICA	28,151.38	73,581.00	38.25%
Medical Insurance	51,907.44	176,711.00	29.37%
Employer-HSA	10,063.21	0.00	0.00%
Life Insurance	539.57	1,459.00	36.98%
Unemployment	2,643.09	3,378.00	78.24%
Compensation			
Retirement	41,211.15	97,768.00	42.15%
Workers Compensation	1,357.11	3,997.00	33.95%
Physicals	130.00	0.00	0.00%
Dental Insurance	4,569.15	12,449.00	36.70%
Disability Insurance	3,935.08	10,059.00	39.11%
Vision Insurance	679.64	1,865.00	36.44%
Total Fringe Benefits	145,186.82	381,267.00	38.08%
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	183.24	400.00	45.81%
Postage	264.89	1,710.00	15.49%
Office Supplies	1,158.18	1,787.00	64.81%
Water Tests	15,870.00	41,200.00	38.51%
Food License Fees	285.00	9,000.00	3.16%
Temporary Campground Fees	0.00	700.00	0.00%
Program Supplies	3,662.09	10,800.00	33.90%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Other Supplies	189.99	7,200.00	2.63%
Fuel Purchases	130.77	2,200.00	5.94%
Total Supplies & Materials	21,744.16	74,997.00	28.99%
Technology Services/Subscriptions			
Computer Maintenance	5,000.00	18,000.00	27.77%
Annual Computer Subscriptions/Licensing	27,574.62	21,665.00	127.27%
Total Technology Services/Subscriptions	32,574.62	39,665.00	82.12%
Equipment Rental/Maintenance			
Vehicle Maintenance and Repairs	99.50	0.00	0.00%
Equipment Rental	143.28	0.00	0.00%
Total Equipment Rental/Maintenance	242.78	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	7,615.90	20,866.00	36.49%
Other Contractual	244.52	0.00	0.00%
Total Contractual Services	11,001.36	20,866.00	52.72%
Communications			
Telephone	700.05	2,388.00	29.31%
Cell Phone	1,000.00	3,450.00	28.98%
Data Line	1,790.89	6,757.00	26.50%
Total Communications	3,490.94	12,595.00	27.72%
Travel & Training			
Mileage	22,394.03	63,363.00	35.34%
Meals/Lodging	256.80	0.00	0.00%
Training & Education	215.00	0.00	0.00%
Total Travel & Training	22,865.83	63,363.00	36.09%
Space Costs			
Space-Distributed Costs	26,063.70	71,201.00	36.60%
Total Space Costs	26,063.70	71,201.00	36.61%
Distributed Costs - Administrative			
Administration O/H	55,910.31	84,492.00	66.17%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Distributed Costs - Administrative	<u>55,910.31</u>	<u>84,492.00</u>	<u>66.17%</u>
Distributive Costs - PH Program & Support			
EH Administration	<u>0.00</u>	<u>(1.00)</u>	<u>0.00%</u>
Total Distributive Costs - PH Program & Support	<u>0.00</u>	<u>(1.00)</u>	<u>0.00%</u>
Total Expenditures	<u>700,235.35</u>	<u>1,711,950.00</u>	<u>40.90%</u>
Net Revenues/(Expenditures)	<u>(14,941.50)</u>	<u>(1.00)</u>	<u>1,494,150.00%</u>

Benzie Leelanau District Health Department

11

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

910 - Personal Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Private Pay Clinic Fees	1,831.00	3,500.00	52.31%
Clinic Fees-Private Insurance	123,288.98	177,500.00	69.45%
Donations	1.00	0.00	0.00%
Total Fees & Collections	125,120.98	181,000.00	69.13%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	61,048.71	245,900.00	24.82%
Clinic Fees - Medicare	287,791.43	401,700.00	71.64%
Managed Health Care Plan	38,227.90	108,000.00	35.39%
WIC Blood Lead Tests	241.98	0.00	0.00%
Total Medicaid/Medicare Revenue	387,310.02	755,600.00	51.26%
Cost Based Reimbursement			
Cost Based Reimbursement	86,712.00	198,423.00	43.70%
Total Cost Based Reimbursement	86,712.00	198,423.00	43.70%
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	954,285.06	2,091,244.00	45.63%
Total State Funding (MDHHS-CPBC)	1,051,279.98	2,091,244.00	50.27%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	93,304.00	63,434.00	147.08%
Total ESLPHS - DEQ & MDHHS	93,304.00	63,434.00	147.09%
Other State Fees/Funding			
VFC Vaccine Received	9,698.70	35,000.00	27.71%
Non-CPBC Funding/Grants	118.00	29,252.00	0.40%

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Other State Fees/Funding	9,816.70	64,252.00	15.28%
Local Grants			
Other Local Grants	150.00	102,980.00	0.14%
Northern Michigan Health Consortium	73,347.92	132,455.00	55.37%
Michigan Center for Rural Health	8,480.58	17,754.00	47.76%
Michigan Health Endowment Foundation	62,194.85	140,000.00	44.42%
Leelanau Early Childhood Healthy Futures Grant	289,535.27 0.00	741,189.00 45,005.00	39.06% 0.00%
Total Local Grants	433,708.62	1,179,383.00	36.77%
Reimbursement Funds/Charge for Service			
Reimbursed Revenues	20,768.36	0.00	0.00%
Total Reimbursement Funds/Charge for Service	20,768.36	0.00	0.00%
Local Funds			
Local Funds Distributive	176,180.00	496,013.00	35.51%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	176,180.00	636,013.00	27.70%
Total Revenues	2,444,829.55	5,279,473.00	46.31%
Expenditures			
Salaries & Wages			
Salaries	1,102,687.82	2,738,067.00	40.27%
Insurance Payout Earnings	12,039.97	0.00	0.00%
Total Salaries & Wages	1,114,727.79	2,738,067.00	40.71%
Fringe Benefits			
FICA	79,692.13	209,498.00	38.03%
Medical Insurance	161,297.14	468,356.00	34.43%
Employer-HSA	32,920.81	0.00	0.00%
Life Insurance	1,587.58	4,152.00	38.23%
Unemployment Compensation	7,881.92	9,614.00	81.98%
Retirement	113,100.42	278,357.00	40.63%
Workers Compensation	3,976.11	11,372.00	34.96%
Physicals	130.00	0.00	0.00%
Dental Insurance	14,339.94	35,446.00	40.45%

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Disability Insurance	10,482.41	28,641.00	36.59%
Vision Insurance	2,044.71	5,311.00	38.49%
Total Fringe Benefits	427,453.17	1,050,747.00	40.68%
Agency Operating Expenses			
Membership & Dues	2,863.00	1,609.00	177.93%
Total Agency Operating Expenses	2,863.00	1,609.00	177.94%
Supplies & Materials			
Printing	1,562.75	9,232.00	16.92%
Postage	630.91	5,840.00	10.80%
Office Supplies	1,307.59	4,950.00	26.41%
Program Supplies	14,668.35	84,958.00	17.26%
Other Supplies	5,273.05	7,204.00	73.19%
Clinic Supplies	159,971.97	474,260.00	33.73%
VFC Vaccine Received	9,698.70	35,000.00	27.71%
Total Supplies & Materials	193,113.32	621,444.00	31.07%
Technology Services/Subscriptions			
Licensing Fees	899.95	0.00	0.00%
Computer Maintenance	15,500.00	67,535.00	22.95%
Subscriptions	2,409.01	0.00	0.00%
Annual Computer Subscriptions/Licensing	26,707.73	49,073.00	54.42%
Total Technology Services/Subscriptions	45,516.69	116,608.00	39.03%
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	399.48	1,125.00	35.50%
Total Medical Operating Expenses	399.48	1,125.00	35.51%
Consultant Services			

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Other Consultant Services	3,119.75	0.00	0.00%
Total Consultant Services	3,119.75	0.00	0.00%
Contractual Services			
Health Officer	3,236.12	0.00	0.00%
Medical Director	17,770.41	38,752.00	45.85%
Other Contractual	9,420.63	154,084.00	6.11%
Total Contractual Services	30,427.16	192,836.00	15.78%
Communications			
Telephone	2,328.50	6,737.00	34.56%
Cell Phone	9,289.65	25,452.00	36.49%
Data Line	3,533.50	15,279.00	23.12%
Total Communications	15,151.65	47,468.00	31.92%
Travel & Training			
Mileage	27,913.37	73,975.00	37.73%
Meals/Lodging	1,955.54	21,425.00	9.12%
Training & Education	4,963.00	8,963.00	55.37%
Total Travel & Training	34,831.91	104,363.00	33.38%
Space Costs			
Janitorial Services	150.00	0.00	0.00%
Space-Distributed Costs	73,724.86	127,981.00	57.60%
BLDHD Rent	500.00	0.00	0.00%
Total Space Costs	74,374.86	127,981.00	58.11%
Distributed Costs - Administrative			
Administration O/H	163,724.59	238,371.00	68.68%
Total Distributed Costs - Administrative	163,724.59	238,371.00	68.68%
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	2,112,928.41	5,279,476.00	40.02%
Net Revenues/(Expenditures)	331,901.14	(3.00)	...063,371.09)%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
State Funding (MDHHS-CPBC)			
MDHHS - CPBC Categorical Grant	(139,232.18)	322,899.00	(43.11)%
Total State Funding (MDHHS-CPBC)	(139,232.18)	322,899.00	(43.12)%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Reimbursed Revenues	452.83	0.00	0.00%
Total Reimbursement Funds/Charge for Service	452.83	2,132.00	21.24%
Rents Collected			
Rents Collected	102,296.00	261,192.00	39.16%
Total Rents Collected	102,296.00	261,192.00	39.17%
Total Revenues	(36,483.35)	586,223.00	(6.22)%
Expenditures			
Salaries & Wages			
Salaries	3,210.57	53,500.00	6.00%
Insurance Payout Earnings	164.41	0.00	0.00%
Total Salaries & Wages	3,374.98	53,500.00	6.31%
Fringe Benefits			
FICA	245.75	7,220.00	3.40%
Medical Insurance	258.06	25,870.00	0.99%
Employer-HSA	47.41	0.00	0.00%
Life Insurance	4.43	143.00	3.09%
Unemployment Compensation	23.76	330.00	7.20%
Retirement	288.47	9,316.00	3.09%
Workers Compensation	12.26	391.00	3.13%
Dental Insurance	53.15	1,222.00	4.34%
Disability Insurance	28.89	987.00	2.92%
Vision Insurance	7.19	183.00	3.92%
Total Fringe Benefits	969.37	45,662.00	2.12%
Supplies & Materials			
Office Supplies	71.86	0.00	0.00%
Janitorial Supplies	2,465.66	5,032.00	48.99%
Water Tests	1,352.01	2,484.00	54.42%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Program Supplies	0.00	250,000.00	0.00%
Other Supplies	1,171.36	2,400.00	48.80%
Total Supplies & Materials	5,060.89	259,916.00	1.95%
Technology Services/Subscriptions			
Licensing Fees	293.55	0.00	0.00%
Computer Maintenance	0.00	480.00	0.00%
Annual Computer Subscriptions/Licensing	144.00	0.00	0.00%
Total Technology Services/Subscriptions	437.55	480.00	91.16%
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	1,964.35	4,714.00	41.67%
Total General Liability Insurance	1,964.35	4,714.00	41.67%
Consultant Services			
Other Consultant Services	32.75	0.00	0.00%
Total Consultant Services	32.75	0.00	0.00%
Contractual Services			
Other Contractual	0.00	75.00	0.00%
Total Contractual Services	0.00	75.00	0.00%
Communications			
Telephone	388.17	1,024.00	37.90%
Data Line	6.33	54.00	11.72%
Total Communications	394.50	1,078.00	36.60%
Travel & Training			
Mileage	0.00	105.00	0.00%
Total Travel & Training	0.00	105.00	0.00%
Space Costs			
Space-Electric	16,613.83	40,000.00	41.53%
Space-Gas	1,146.06	2,500.00	45.84%
Space-Maintenance Contracts	930.00	0.00	0.00%
Janitorial Services	43,519.14	97,940.00	44.43%
Snow Removal	11,165.00	7,000.00	159.50%
Loan Payments	24,425.00	58,620.00	41.66%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 2/28/2025

	Current Period Actual	Total Budget	% of Budget Spent
Space-Distributed Costs	(95,229.84)	(127,530.00)	74.67%
Space-Grounds & Building Maintenance	22,340.66	50,000.00	44.68%
BLDHD Rent	56,296.00	73,108.00	77.00%
Total Space Costs	81,205.85	201,638.00	40.27%
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	447.59	5,258.00	8.51%
Total Distributed Costs - Administrative	447.59	5,258.00	8.51%
Total Expenditures	103,773.83	586,220.00	17.70%
Net Revenues/(Expenditures)	(140,257.18)	3.00	...675,239.45)%

**Benzie Leelanau District Health Department
Accounts Receivable and Prepaid Expenses
as of February 28, 2025**

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Due from Michigan Department of Environmental Quality:

Type II	<u>\$110,633</u>
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Due from State of Michigan:

2024 Cost Based Reimbursement	93480
2025 Cost Based Reimbursement	(51152)
2021 Federal Finance Participation	0
2023 Federal Finance Participation	0
2024 Federal Finance Participation	<u>0</u>

Total	<u>42,328</u>
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Due from Michigan Department of Community Health:

CPBC	<u>0</u>
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Due from Other Units of Government:

Regional Grants - 31o School Funding	348,090
	<u>348,090</u>

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>12,464</u>
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Prepaid Expenses:

Prepaid Insurances	<u>37,084</u>
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CPBC Pullbacks	\$20,414
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**Benzie-Leelanau District Health Department
Statement of Assets and Liabilities
as of February 28, 2025**

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ASSETS:

Cash - Checking and Savings	2,351,867
Imprest Cash	565
A/R - PH Revenue	0
Appropriations Due - Benzie	42,543
Appropriations Due - Leelanau	55,279
Due from DEQ	110,634
Due from State of Michigan	93,160
Due from MDCH	0
Due from Other Government Units	(348,090)
Rents Due - Benzie	12,464
Prepaid Expenses	332,377
	<hr/>
Total Assets	2,650,799
	<hr/> <hr/>

LIABILITIES AND FUND BALANCE:

Accounts Payable	337,390
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	176,702
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Total Liabilities and Fund Balance	2,650,799
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FOR IMMEDIATE RELEASE

March 17, 2025

Benzie-Leelanau District Health Department Prepares for Potential Measles Cases

With multiple measles outbreaks occurring nationwide and Michigan confirming its first case of 2025 this past weekend, the Benzie-Leelanau District Health Department is taking proactive steps to prepare for potential cases in Benzie and Leelanau Counties.

“Approximately 81%-83% of school-aged children in Benzie and Leelanau Counties are vaccinated against measles,” said Dan Thorell, Health Officer at the Benzie-Leelanau District Health Department. “That still leaves around 17%-19% vulnerable to infection if measles reaches our community.”

Measles is one of the most contagious diseases, spreading through airborne droplets that can linger for up to two hours after an infected person has left a room. 9 out of 10 unvaccinated individuals exposed to the virus will become infected.

Symptoms typically appear 7 to 14 days after exposure but can take up to 21 days to develop. Early symptoms include a high fever, runny nose, cough, red, watery eyes, and conjunctivitis (pink eye). Within 2 to 3 days, small white spots (Koplik spots) may appear inside the mouth. By days 3 to 5, a red, blotchy rash emerges—starting on the face before spreading to the trunk, arms, and legs. Those infected are contagious 4 days before and 4 days after the rash appears. Measles can lead to severe complications.

As of Friday, the Centers for Disease Control and Prevention (CDC) had reported 301 measles cases across 15 states, with 50 hospitalizations and 2 deaths. About 1 in 20 children with measles develop pneumonia, while 1 in 1,000 experience encephalitis—brain swelling that can cause seizures, hearing loss, disability, or death. More than 75% of cases have occurred in children under 19, with 95% affecting those who were unvaccinated or whose vaccination status was unknown.

Vaccination remains the best protection. A single dose of the measles vaccine (MMR) is 93% effective at preventing infection, while two doses increase protection to 97%. The vaccine, in use since the early 1960s, has been proven safe and effective through millions of doses administered worldwide. The CDC recommends the first dose at 12-15 months of age and the second at 4-6 years.

To prepare for potential cases, the Benzie-Leelanau District Health Department is working with school administrators to provide information on measles and prevention strategies. Additionally, the department will host measles vaccination clinics with after-school hours on 4/7/25 at our Leelanau County office and 4/8/25 at our Benzie County office, making it easier for parents to get their children vaccinated. The measles vaccine is also available through other local health departments and through your physician.

“I estimate there are about 300-350 school-aged children in Benzie and Leelanau Counties who are not fully vaccinated,” noted Michelle Klein, Director of Personal Health at the Benzie-Leelanau District Health Department. “I’ve seen how miserable measles can make you, and I hope to see as many of those kids protected as possible.”

For more information about measles, visit our [BLDHD website](#) or [the CDC](#). To schedule an MMR vaccine appointment, call **231-882-4409 ext 3**.

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Media Contact:

Rachel Pomeroy, MPH, CHES
Public Information Officer
231-882-6085
RPomeroy@bldhd.org

Benzie-Leelanau District Health Department
Board of Health Meeting – March 26, 2025
Environmental Health Director's Report
Eric Johnston

1. Nitrates/Nitrites in Drinking Water

Nitrate (NO₃) and nitrite (NO₂) are forms of nitrogen in the environment, both can be naturally occurring and human made. Large amounts of nitrate in drinking water can be harmful to a person's health because nitrate can change into nitrite in the human body. Swallowing high amounts of nitrate and/or nitrite can cause a condition called methemoglobinemia (met·he·mo·glo·bi·ne·mia). This condition affects the blood's ability to carry oxygen. Infants younger than six months of age and pregnant women are more at risk of developing this condition. Others can develop this condition too, such as those with genetic conditions or reduced stomach acidity.

The drinking water Maximum Contaminant Level (MCL), for nitrate is 10 milligrams per liter (mg/L) and nitrite is 1.0 mg/L. Nitrate and nitrite have no taste, color or odor. Testing is the only way to know if they are in drinking water.

If test results for nitrate, nitrite, or both are above the MCLs, the following are recommended:

- Use another source of water such as bottled water for drinking, cooking, and preparing infant formula. Nitrate and nitrite cannot be removed by boiling the water. Boiling will increase the amount of nitrate or nitrite in the water that's left.
- Install a reverse osmosis, ion exchange, or distillation filtration system. These systems require regular maintenance and testing to make sure they are working correctly. If the system is not installed, operated, or maintained correctly, it could let nitrate and/or nitrite pass through the filter.
- Drill a new well*.

*Before issuing a well permit, our Sanitarians conduct thorough research of the area to assess potential groundwater contamination, including the presence of nitrates and nitrites. If contamination is identified, it is documented on the permit, and additional conditions are set, such as minimum well construction requirements (e.g., well depth, pre-completion sampling, etc.) to ensure safe water quality. Many areas in Leelanau County experience elevated nitrate levels, and Clay McNitt, Leelanau County Coordinator, deserves special recognition for his dedicated efforts in documenting over 685 water sample results with nitrate data spanning 53 years. He shared this valuable information with our Sanitarians, allowing them to quickly identify areas with potential nitrate concerns and issue permits accordingly.

2. Food Facility Licensing 2024

Benzie County

Fixed facility food licenses: 104
Food truck licenses: 21
Mobile licenses: 1
Total temporary food permits: 30
Plan reviews approved: 3

Leelanau County

Fixed facility food licenses: 123
Food truck licenses: 18
Mobile licenses: 2
Total temporary food permits: 56
Plan reviews approved: 8

Thank you,
Eric Johnston
Director of Environmental Health

Director of Administrative Services
Report – February 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 February financials are included. The financial statements are year-to-date and are reflected through February 28, 2025. At this date the budget should be approximately 40% spent. The overall revenues and expenditures do reflect this, the agency as a whole is looking good. There are line items that will need to be amended as additional funding for various programs has been secured since the original budget was created. Also, some expenditures, such as snow plowing are significantly higher. Please contact me with any questions or concerns regarding the financial statements.

Human Resources:

No new changes since our last meeting.

Technology:

Starting to review the schedule of assets to see which workstations need to be replaced. As the amended budget is being created and the full picture of the Agency's financial situation is unfolding, workstations will be replaced accordingly.

Purchasing:

No new changes since our last meeting.

Billing:

No new changes since our last meeting.