

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING AGENDA
Wednesday, May 28, 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: 601 995 092#

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 April 26, 2025.

Approval of the Agenda

Public Comment Period

1. Health Officer Update – Dan Thorell
2. Personnel and Finance Committee Report-Personnel and Finance Committee
 - A. Accounts Payable – Action
 - B. April Financials – Action
 - C. Appropriations – Action
 - D. Amended Budget for the MI Safer Schools (HRS) and Infection Prevention Response – 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- May 28, 2025 1:00 pm
Benzie Community Resource Center, Ingemar Johansson Conference Room or
Electronically via conference call:
(213) 282-9788 and enter Conference ID: 601 955 092 #

**BENZIE-LEELANAU DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Wednesday, April 23, 2025 2p.m.
Leelanau County Government Center
8527 E. Government Center
Suttons Bay, MI 49682**

Chairperson Gwenne Allgaier called the meeting to order at 2:02 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
Christina Trigg – Benzie County Board of Commissioners

Members Excused: Dr. Mark Kuiper – Benzie County Member at Large
Mark Walter – Leelanau County Board of Commissioners

Members Absent: None

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

Pledge of Allegiance

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

Motion By: Trigg to approve the March 26, 2025 BOH meeting minutes as presented.

Seconded By: Sauer

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

Approval of the Agenda:

Motion By: Sauer to approve the agenda as presented.

Seconded By: Trigg

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

Public Comment: None

Health Officer Update- Dan Thorell

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

Cross Jurisdictional Sharing Grant

Motion By: Trigg moves to accept the Cross Jurisdictional Sharing Grant from MDHHS in the amount of \$100,000 to be distributed to local health departments within the Northern Michigan Public Health Alliance for community Connections Program training needs.

Seconded By: Allgaier

Roll Call Vote: Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea

4 yeas 0 nay 2 excused 0 absent Motion carried

Accounts Payable

Motion By: Sauer to approve accounts payable and pay the bills in the amount of \$163,557.09.

Seconded By: Allgaier

Roll Call Vote: Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea

4 yeas 0 nay 2 excused 0 absent Motion carried

March Financial Statements

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

Seconded By: Trigg

Roll Call Vote: Allgaier- yea, Quimby - yea, Sauer - yea, Trigg - yea

4 yeas 0 nay 2 excused 0 absent Motion carried

Staff Reports:

Medical Director – Dr. Joshua Meyerson

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

Environmental Health – Eric Johnston

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

Administrative – Shelley Jablon

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

Public Comment – None

Board Comments – None

Adjourn

Motion By: Allgaier to adjourn the BOH meeting at 3:14 p.m.

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

Gwenne Allgaier, Chair

Shelley Jablon, Recording Secretary



Benzie County Office
 6051 Frankfort Hwy, Ste 100
 Benzonia, MI 49616
 Phone: 231-882-4409
 Fax: 231-882-0143

**Leelanau County
 Personal Health Office**
 7401 E. Duck Lake Rd
 Lake Leelanau, MI 49653
 Phone: 231-256-0200
 Fax: 231-882-0143

**Leelanau County
 Environmental Health Office**
 8527 E. Government Center
 Dr. Suite LL-007
 Suttons Bay, MI 49682
 Phone: 231-256-0201
 Fax: 231-256-0225

www.bldhd.org

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

From: Daniel Thorell, MS, RS, Health Officer

Date: May 28, 2025

Subject: May Board of Health Report

1. MiThrive Priorities for 24-26 Cycle

In a collaborative partnership, hospitals, health departments, and other community partners in Northern Michigan join together every three years to take a comprehensive look at the health and well-being of residents and communities. Through community engagement and participation across a 31-county region, the MiThrive Community Health Needs Assessment collects and analyzes data from a broad range of social, economic, environmental, and behavioral factors that influence health and well-being and identifies and ranks key strategic issues. In 2024, together we conducted a comprehensive, community-driven assessment of health and quality of life on an unprecedented scale. MiThrive gathered data from existing statistics, listened to residents, and learned from community partners, including health care providers. Also, during this cycle, a professional data platform known as Conduent was used to provide customizable, publicly accessible MiThrive data to support collaboration and action. Regional priorities were set based on the data that was collected. Work on Community Health Improvement Plans has begun and will likely be completed by mid to late summer.

Prioritization Results

NWCHIR PRIORITIES			NCCHIR PRIORITIES			NECHIR PRIORITIES		
	ACCESS TO HEALTH CARE	1		MENTAL HEALTH	1		ACCESS TO HEALTH CARE	1
	MENTAL HEALTH	2		ACCESS TO HEALTH CARE	2		MENTAL HEALTH	2
	ECONOMIC SECURITY	3		OBESITY	3		ECONOMIC SECURITY	3
	HOUSING	4		ECONOMIC SECURITY	4		OBESITY	4
	SAFETY & WELLBEING	5		EDUCATION	5		HOUSING	5
	EDUCATION	6		HOUSING	6		SAFETY & WELLBEING	6
	OBESITY	7		SAFETY & WELLBEING	7		EDUCATION	7
	BROADBAND	8		ENVIRONMENT/INFRASTRUCTURE	8		BROADBAND	8
	ENVIRONMENT/INFRASTRUCTURE	9		BROADBAND	9		ENVIRONMENT/INFRASTRUCTURE	9

2. Federal Budget Proposal

- CDC budget reduced from \$7.6B to \$4B - eliminates:
 - National Centers for Environmental Health, Chronic Disease Prevention and Health Promotion, Injury Prevention and Control
 - Global Health Center
 - Public Health Preparedness and Response
 - Preventive Health and Human Services Block Grant

- HRSA
 - \$74M decrease in HIV education and training
 - \$274M decrease for Maternal Child Health Programs
 - \$1B decrease for health workforce programs
 - \$286M for Title X family planning programs

- EPA
 - Decrease of \$2.4B for State Revolving Funding for water infrastructure

- Medicaid Unknowns

3. Advocacy Efforts

Health Officers from the 7 Health Departments of the Northern Michigan Public Health Alliance met on May 16th in Traverse City. Our local State Representatives and Senators were invited to join the meeting to discuss a funding proposal for the Northern Michigan CHIR and give updates on the State budget. Representatives Roth and Coffia joined the meeting in-person. The discussion focused on a funding proposal that would provide \$5M to the NM CHIR for backbone organization, Community Connections, and MiThrive. The Representatives were receptive to the proposal. John Roth Chairs one of the Human Services Committees and offered to convene a meeting with Representative Phil Green and Representative Ann Bollin to discuss the proposal. That meeting will take place in late June. According to Rep. Roth, the State budget process is expected to extend into September as the House is conducting a fiscal analysis of each Department's budget and looking for areas to cut. According to Rep. Roth, public health is not an area of focus and he does not expect any funding cuts to our Essential Local Public Health Services (ELPHS) funding.

In addition to our conversation with State lawmakers, Congressman Jack Bergman joined the meeting over the phone. This gave us a chance to explain the public health system in Michigan and local health department programs. Questions were asked about the proposed federal budget which include cuts to the CDC, HRSA, and EPA. Also, there was discussion about possible Medicaid cuts. The Congressman told us that they were very early in the budget process and things will likely change from the original proposal. However, we needed to understand that "belts had to be tightened" due to out of control federal spending. Congressman Bergman also said that much of the rhetoric about Medicaid cuts was not true.

4. Benzie Community Resource Center Update

Remodel Project

- Drywall was completed, walls and ceilings have been painted and flooring installed.
- Cabinets and counters will be installed the week of May 26.
- The rolling file cabinet, glass walls and doors, and office furnishings will be installed mid to late June.
- The contractor indicated that the project is still on schedule and will be completed by the 3rd week of June.

Water Damage from Ice Dams

- Drywall has been repaired and mostly painted.
- Insulation was installed.
- A few minor touch ups and trim replacement are the last items to complete.

ACCOUNTS PAYABLE TOTALS

(May 2025)

BOH meeting

05/01/2025.....	\$189,360.80
05/15/2025.....	\$20,806.21
05/15/2025.....	\$141,843.30

TOTAL	\$352,010.31
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Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00815 - APRIL MANUAL AP

10100 - Honor Bank Checking

From 4/30/2025 Through 5/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
4/30/2025	4/30/2025	M050125APR001	DTE Energy	04102025DTE	APRIL MANUAL AP		205.05	Check
4/30/2025	4/30/2025	M050125APR002	Aflac	901860	APRIL MANUAL AP		1,509.98	Check
4/30/2025	4/30/2025	M050125APR003	Synchrony Bank/Amazon.com	1RC6-D9X4-X6KV	APRIL MANUAL AP		90.88	Check
4/30/2025	4/30/2025	M050125APR004	Synchrony Bank/Amazon.com	1K1K-7TD3-Q799	APRIL MANUAL AP		27.54	Check
4/30/2025	4/30/2025	M050125APR005	Synchrony Bank/Amazon.com	1MK1-QQGQ-KTKW	APRIL MANUAL AP		2,931.64	Check
4/30/2025	4/30/2025	M050125APR006	Synchrony Bank/Amazon.com	1YF1-WRQV-HVW4	APRIL MANUAL AP		859.10	Check
4/30/2025	4/30/2025	M050125APR007	Synchrony Bank/Amazon.com	1MV7-TFD9-HYVD	APRIL MANUAL AP		1,424.16	Check
4/30/2025	4/30/2025	M050125APR008	Synchrony Bank/Amazon.com	1F7Y-9QDJ-CRG9	APRIL MANUAL AP		2,508.36	Check
4/30/2025	4/30/2025	M050125APR009	Synchrony Bank/Amazon.com	1TVP-C6DD-RKHJ	APRIL MANUAL AP		9.18	Check
4/30/2025	4/30/2025	M050125APR010	MERS Retirement	00166766-1	APRIL MANUAL AP		3,077.00	Check
4/30/2025	4/30/2025	M050125APR011	Cardmember Service	04152025SJ	APRIL MANUAL AP		140.05	Check
4/30/2025	4/30/2025	M050125APR012	Cardmember Service	04152025DJP	APRIL MANUAL AP		782.52	Check
4/30/2025	4/30/2025	M050125APR013	Cardmember Service	04152025DTVISA	APRIL MANUAL AP		2,900.17	Check
5/1/2025	5/1/2025	47136	AMERISOURCEBERGEN	3212659676	HEPLISAV-B PFS VACCINE		689.05	Check
5/1/2025	5/1/2025		AMERISOURCEBERGEN	996991074	VARIVAX FOR THE BENZIE OFFICE		1,830.02	Check
5/1/2025	5/1/2025		AMERISOURCEBERGEN	996991266	VARIVAX FOR LEELANAU OFFICE		1,830.02	Check
5/1/2025	5/1/2025	47137	BCN	250980024762	EMPLOYEE HEALTH INSURANCE		49,635.46	Check
5/1/2025	5/1/2025	47138	Dearborn Life Insurance Company	04152025DB	LIFE INSURANCE		279.00	Check
5/1/2025	5/1/2025	47139	Delta Dental	RIS0006341756	DENTAL INSURANCE		4,106.74	Check
5/1/2025	5/1/2025	47140	Dolly Parton's Imagination Library GTR	1352	MAY DPIL BOOKS FOR LEELANAU		1,147.90	Check
5/1/2025	5/1/2025	47141	ECKLER BUILDING SOLUTIONS, LLC	03312025	1ST PMT FOR EH/ADMIN CONSTRUCTION PROJECT		55,350.00	Check
5/1/2025	5/1/2025	47142	Great Lakes Water Quality Laboratory, Inc.	B24-065	WATER TESTING FOR B24-065		40.00	Check

Benzie Leelanau District Health Department

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API00815 - MISC AP APRIL

10100 - Honor Bank Checking

From 4/30/2025 Through 5/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
5/1/2025	5/1/2025		Great Lakes Water Quality Laboratory, Inc.	B25-028	WATER TESTING B25-028		40.00	Check
5/1/2025	5/1/2025		Great Lakes Water Quality Laboratory, Inc.	L22-260	WATER TESTING FOR L22-260		40.00	Check
5/1/2025	5/1/2025		Great Lakes Water Quality Laboratory, Inc.	L23-284	WATER TESTING FOR L23-284		40.00	Check
5/1/2025	5/1/2025	47143	Health Net of West Michigan	10767	VIRTUAL TRAINING SERIES FACILITATION		6,625.00	Check
5/1/2025	5/1/2025	47144	Henry Schein, Inc.	40070997	SLIDES,SAFETY GLIDE NEEDLES, SANI CLOTH, BANDAGES		229.34	Check
5/1/2025	5/1/2025	47145	Leelanau County	04292025LC	MAINTENANCE COST FOR LEELANAU EH MAY		2,650.00	Check
5/1/2025	5/1/2025	47146	Leelanau Montessori	04292025LM	MAY 2025 RENT FOR LEELANAU PH		6,032.00	Check
5/1/2025	5/1/2025	47147	Matthew Dakoske	04242025MD	REFUND FOR CHARGING WRONG FEE ON A SEWAGE EVAL		95.00	Check
5/1/2025	5/1/2025	47148	Metropolitan Life Insurance Company	04142025ML	LIFE, SHORT/LONG TERM DIS., VOL LIFE INS		4,739.78	Check
5/1/2025	5/1/2025	47149	Michigan Public Health Institute	04252025AJ	MATERNAL INFANT HEALTH SUMMIT -A JUREK		125.00	Check
5/1/2025	5/1/2025	47150	Nurse Administrator's Forum	04222025AK	2025 NAF PH NURSE LEADERSHIP SUMMIT		60.00	Check
5/1/2025	5/1/2025		Nurse Administrator's Forum	04222025MK	2025 NAF PH NURSE LEADERSHIP SUMMIT -M KLEIN		60.00	Check
5/1/2025	5/1/2025	47151	Pine Grove Homes	04242025PGH	REFUND FOR OVERPAYMENT/DID NOT NEED ATS SYSTEM		654.00	Check
5/1/2025	5/1/2025	47152	State of Michigan	761-11331766	2024 TEMP CAMPGROUND LICENSES-STATE PORTION		594.00	Check
5/1/2025	5/1/2025	47153	Traverse City Area Public Schools	5306	EDUCATIONAL FLYERS, VACCINATE FLYERS,BUSINESS CARDS		735.97	Check

Benzie Leelanau District Health Department

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10100 - Honor Bank Checking

From 4/30/2025 Through 5/1/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
5/1/2025	5/1/2025		Traverse City Area Public Schools	5351	TEEN CONFIDENTIAL CARDS		40.00	Check
5/1/2025	5/1/2025		Traverse City Area Public Schools	5544	MAY EVENT FLYERS, BABY SHOWER FLYERS, COMPLETION CERTIFICATE		84.05	Check
5/1/2025	5/1/2025	47154	Watkins Pharmacy & Surgical Supply	0000580608	PREGNANCY CONTROLS		34.90	Check
5/1/2025	5/1/2025	ACH050125APR30	Applied Innovation	2805536	COPIERS		354.17	Voucher
5/1/2025	5/1/2025	ACH050125APR31	Brooke Fortin	04282025BF	CHILD CARE FOR APRIL 14TH & 21ST		100.00	Voucher
5/1/2025	5/1/2025	ACH050125APR32	Christina Trigg	04232025CT	PER DIEM		40.00	Voucher
5/1/2025	5/1/2025	ACH050125APR33	DocuSign	04302025DOC	DOCUSIGN ANNUAL SUBSCRIPTION		2,990.52	Voucher
5/1/2025	5/1/2025	ACH050125APR34	Dr. David Quimby	04232025DQ	PER DIEM & MILEAGE		52.60	Voucher
5/1/2025	5/1/2025	ACH050125APR35	Gary Sauer	04232025GS	PER DIEM & MILEAGE		115.60	Voucher
5/1/2025	5/1/2025	ACH050125APR36	Gwenne Allgaier	04232025GA	PER DIEM		40.00	Voucher
5/1/2025	5/1/2025	ACH050125APR37	HemoCue America/Radiometer America	3453720	HEMOTROL DUO CONTROL LOW & HIGH LEVEL		499.08	Voucher
5/1/2025	5/1/2025	ACH050125APR38	Integrity Business Solutions	2666468-0	5 CASES OF COPY PAPER FOR BENZIE OFFICE		182.45	Voucher
5/1/2025	5/1/2025	ACH050125APR39	NHF Sub Benzie-Leelanau	04292025NHF	LOAN PAYMENT		4,885.00	Voucher
5/1/2025	5/1/2025	ACH050125APR40	Northern Michigan Janitorial Services	2915	CLEANING SERVICES FOR BCRC		6,820.00	Voucher
5/1/2025	5/1/2025	ACH050125APR41	Patagonia Health Inc.	12772	PERSONAL HEALTH SOFTWARE		4,921.12	Voucher
5/1/2025	5/1/2025	ACH050125APR42	Solutions For You, LLC	HA-N4CQG143	CLEANING SERVICES FOR PH IN LEELANAU		1,300.00	Voucher
5/1/2025	5/1/2025	ACH050125APR43	SOS Analytical	250963	WATER TESTING		2,050.00	Voucher
5/1/2025	5/1/2025	ACH050125APR44	Maggie Sprattmoran	2335	REFLECTIVE CONSULTATION FOR LEELANAU IN APRIL		600.00	Voucher
5/1/2025	5/1/2025	ACH050125APR45	Wyant Computer Services	34663	COMPUTER LICENSES		10,157.40	Voucher
Report Total							189,360.80	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00817 - APRIL MANUAL AP

10100 - Honor Bank Checking

From 4/30/2025 Through 5/15/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
4/30/2025	4/30/2025	M043025MAY001	Synchrony Bank/Amazon.com	19DM-YT6X-7X93	APRIL MANUAL AP		631.32	Check
4/30/2025	4/30/2025	M043025MAY002	Consumers Energy	050425CE	APRIL MANUAL AP		3,403.64	Check
4/30/2025	4/30/2025	M043025MAY003	Synchrony Bank/Amazon.com	1PRV-C3HV-WCPF	APRIL MANUAL AP		77.00	Check
4/30/2025	4/30/2025	M043025MAY004	Synchrony Bank/Amazon.com	1C67-FXJY-MHNY	APRIL MANUAL AP		125.05	Check
4/30/2025	4/30/2025	M043025MAY005	Verizon Wireless	6112495103	APRIL MANUAL AP		1,806.84	Check
5/15/2025	5/15/2025	47155	Crystal Lock & Supply	22145	REPAIR LOWER LEVEL EMPLOYEE ENTRANCE OUTSIDE DOOR		309.00	Check
5/15/2025	5/15/2025	47156	Emily Kohler	1054	REFLECTIVE SUPERVISION FOR MOM POWER		1,800.00	Check
5/15/2025	5/15/2025	47157	GlaxoSmithKline LLC	8254589609	ADULT HEP A -HAVRIX PFS		729.61	Check
5/15/2025	5/15/2025	47158	JenTess	40084	TICK REMOVER CARDS		1,480.00	Check
5/15/2025	5/15/2025	47159	John E. Green Company	205209	FURNACE UNIT LEAKING/REPAIR OR GIVE QUOTE FOR NEW		570.50	Check
5/15/2025	5/15/2025	47160	Melissa Smith	043025MS	FRATERNITY OF FATHERS FACILITATION 4/25-6/25		3,500.00	Check
5/15/2025	5/15/2025	47161	Michael Acosta, MSW LLC	043025MA	FRATERNITY OF FATHERS CO-FACILITATION 10 WEEK SERIES		3,500.00	Check
5/15/2025	5/15/2025	47162	National Registry of Food Safety	INV155686	FOOD SAFETY EXAMS FOR BENZIE & LEELANAU APRIL CLASSES		1,115.69	Check
5/15/2025	5/15/2025	47163	Republic Services #239	0239-003778785	GARBAGE PICKUP FOR BCRC		581.14	Check
5/15/2025	5/15/2025	47164	The Standard	043025TS	VISON INSURANCE FOR MAY		572.91	Check
5/15/2025	5/15/2025	ACH043025MAY01	Brooke Fortin	042825BF	CHILD CARE FOR 4/28 & 5/5 FRATERNITY OF FATHERS		100.00	Voucher
5/15/2025	5/15/2025	ACH043025MAY02	Hospital Network Healthcare	99421	MEDICAL WASTE PICKUP		133.16	Voucher

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00817 - MISC AP APRIL

10100 - Honor Bank Checking

From 4/30/2025 Through 5/15/2025

<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>
5/15/2025	5/15/2025	ACH043025MAY03	Nugent Hardware	042525NUG	LED A19 24PK LIGHTBULBS FOR BCRC		19.99	Voucher
5/15/2025	5/15/2025	ACH043025MAY04	Valley City Linen	4042925VCL	RUG CLEANING SERVICE FOR BCRC		350.36	Voucher
Report Total							<u>20,806.21</u>	

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00818 - MISC MAY AP

10100 - Honor Bank Checking

From 5/15/2025 Through 5/15/2025

Effective Date	Document Date	Check Number	Vendor Name	Invoice #	Invoice Description	RU Code	Check Amount	Payment Type
5/15/2025	5/15/2025	47165	AMERISOURCEBERGEN	3214041657	ADULT HEP A-HAVRIX FOR LEELANAU OFFICE		1,488.70	Check
5/15/2025	5/15/2025		AMERISOURCEBERGEN	3214171888	IPV VACCINE & SHINGRIX VAX FOR BENZIE OFFICE		4,718.09	Check
5/15/2025	5/15/2025		AMERISOURCEBERGEN	3214176718	GARDASIL 9 VACCINE		3,076.10	Check
5/15/2025	5/15/2025	47166	Dolly Parton's Imagination Library GTR	1356	JUNE 25 DOLLY PARTON IMAGINATION LIBRARY BOOKS		1,192.17	Check
5/15/2025	5/15/2025	47167	ECKLER BUILDING SOLUTIONS, LLC	050625EBS	2ND PMT ON EH/ADMIN REMODEL		122,629.50	Check
5/15/2025	5/15/2025	47168	Great Lakes Water Quality Laboratory, Inc.	L25-068	WATER TESTING FOR L25-068		40.00	Check
5/15/2025	5/15/2025	47169	Henry Schein, Inc.	40842550	PROADVANTAGE PREGNANCY CASSETTE DEVICE		33.49	Check
5/15/2025	5/15/2025	47170	Julana Schaub	05062025JS	REFUND FOR OVERCHARGE OF POS		56.00	Check
5/15/2025	5/15/2025	47171	Leelanau County Senior Services	05072025LSS	BOOTH FEE FOR SENIOR EXPO		135.00	Check
5/15/2025	5/15/2025	47172	Meggen Watt Petersen	05072025MWP	REFUND FOR CANCELED WELL PERMIT		180.00	Check
5/15/2025	5/15/2025	47173	Portable Storage Solutions, LLC	10778	PORTABLE STORAGE CONTAINER RENT FOR MAY		160.00	Check
5/15/2025	5/15/2025	47174	Stephen Kozelko	051320SK	REFUND FOOD LICENSE FEE/NOT GOING TO USE		320.00	Check
5/15/2025	5/15/2025	47175	Trevor Lee	05062025TL	REFUND		285.00	Check
5/15/2025	5/15/2025	ACH051525MAY01	Health Department of Northwest Michigan	6127	MEDICAL OFFICER FOR MAY 25		5,240.59	Voucher
5/15/2025	5/15/2025	ACH051525MAY02	KSS Enterprises	1661259-1	VANILLA BEAN AIR FRESHNER		18.75	Voucher
5/15/2025	5/15/2025	ACH051525MAY03	KSS Enterprises	1672790	TOILET PAPER, TRASH BAGS, WAX BAGS, BATTERIES		272.43	Voucher
5/15/2025	5/15/2025	ACH051525MAY04	Sue Sparkman	05132025SP	MEALS PARKING REIMBURSEMENT FOR GL HOMELAND SECURITY CONF		293.86	Voucher

Benzie Leelanau District Health Department

Check/Voucher Register - Check Register

API00818 - MAY MANUAL AP

10100 - Honor Bank Checking

From 5/15/2025 Through 5/15/2025

<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>
5/15/2025	5/15/2025	M051525MAY001	Synchrony Bank/Amazon.com	1J4Q-92TC-44QP	MAY MANUAL AP		51.16	Check
5/15/2025	5/15/2025	M051525MAY002	Synchrony Bank/Amazon.com	147N-4RFT-4G4W	MAY MANUAL AP		370.02	Check
5/15/2025	5/15/2025	M051525MAY003	Synchrony Bank/Amazon.com	1J4Q-91TC-77MP	MAY MANUAL AP		58.47	Check
5/15/2025	5/15/2025	M051525MAY004	Charter Communicaitons	005311401050125	MAY MANUAL AP		176.00	Check
5/15/2025	5/15/2025	M051525MAY005	Charter Communicaitons	005281601050125	MAY MANUAL AP		40.00	Check
5/15/2025	5/15/2025	M051525MAY006	Charter Communicaitons	005281701050125	MAY MANUAL AP		219.98	Check
5/15/2025	5/15/2025	M051525MAY007	Synchrony Bank/Amazon.com	1MG9-NT43-KKWV	MAY MANUAL AP		21.54	Check
5/15/2025	5/15/2025	M051525MAY008	Synchrony Bank/Amazon.com	17W1-JX6C-6WGV	MAY MANUAL AP		126.53	Check
5/15/2025	5/15/2025	M051525MAY009	Synchrony Bank/Amazon.com	1HLC-TDKD-66FX	MAY MANUAL AP		639.92	Check
Report Total							141,843.30	

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(1,731.00)	0.00	0.00%
Private Pay Clinic Fees	2,186.37	3,500.00	62.46%
Clinic Fees-Private Insurance	139,104.70	177,500.00	78.36%
Well Permit Refund	(199.20)	0.00	0.00%
Revenue-Campground Trailer Parks	4,920.08	6,757.00	72.81%
Revenue-Food Licenses	89,882.50	121,000.00	74.28%
Revenue-Sewage Permits	87,100.00	200,000.00	43.55%
Revenue-Well Permits	50,870.20	110,000.00	46.24%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	26,665.00	55,000.00	48.48%
Revenue-Mortgage Evaluation	79,984.00	200,000.00	39.99%
Radon Testing	258.00	100.00	258.00%
Donations	1.01	0.00	0.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(362.00)	0.00	0.00%
Total Fees & Collections	478,299.66	873,857.00	54.73%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	95,871.75	245,900.00	38.98%
Clinic Fees - Medicare	308,273.95	401,700.00	76.74%
Managed Health Care Plan	53,959.34	108,000.00	49.96%
WIC Blood Lead Tests	393.78	0.00	0.00%
Total Medicaid/Medicare Revenue	458,498.82	755,600.00	60.68%
Cost Based Reimbursement			
Cost Based Reimbursement	130,068.00	198,423.00	65.55%
Total Cost Based Reimbursement	130,068.00	198,423.00	65.55%
Federal Financial Participation			
Federal Financial Participation	60,628.89	110,124.00	55.05%
Total Federal Financial Participation	60,628.89	110,124.00	55.06%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	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	1,138,983.88	2,414,143.00	47.17%
Total State Funding (MDHHS-CPBC)	1,278,194.75	2,414,143.00	52.95%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	465,778.00	621,476.00	74.94%
Total ESLPHS - DEQ & MDHHS	465,778.00	621,476.00	74.95%
DEQ Type II Grant			
MDEQ Type II Grant	106,183.56	174,230.00	60.94%
Total DEQ Type II Grant	106,183.56	174,230.00	60.94%
Other State Fees/Funding			
MDHHS Lic Facilities	3,150.00	7,005.00	44.96%
Swimming Pools	3,239.47	6,582.00	49.21%
Septage Licensing	0.00	5,703.00	0.00%
Other State Funding	97,446.00	97,446.00	100.00%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Non-CPBC Funding/Grants	3,184.22	29,252.00	10.88%
Total Other State Fees/Funding	124,161.65	180,988.00	68.60%
Local Grants			
Other Local Grants	10,248.20	102,980.00	9.95%
Northern Michigan Health Consortium	135,862.26	132,455.00	102.57%
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	741,189.00	39.06%
Healthy Futures Grant	0.00	45,005.00	0.00%
Total Local Grants	506,321.16	1,179,383.00	42.93%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Food Courses	7,865.00	6,000.00	131.08%
Reimbursed Revenues	24,218.25	80,000.00	30.27%
Total Reimbursement Funds/Charge for Service	32,083.25	88,132.00	36.40%
Rents Collected			

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Rents Collected	145,828.00	261,192.00	55.83%
Total Rents Collected	145,828.00	261,192.00	55.83%
Interest			
Interest	44,424.39	19,190.00	231.49%
Total Interest	44,424.39	19,190.00	231.50%
Local Funds			
Local Funds Distributive	342,377.00	660,097.00	51.86%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	342,377.00	800,097.00	42.79%
Total Revenues	4,172,847.13	7,676,835.00	54.36%
Expenditures			
Salaries & Wages			
Salaries	2,207,806.85	3,973,550.00	55.56%
Insurance Payout Earnings	26,774.50	0.00	0.00%
Total Salaries & Wages	2,234,581.35	3,973,550.00	56.24%
Fringe Benefits			
FICA	161,004.49	307,153.00	52.41%
Medical Insurance	310,394.94	701,677.00	44.23%
Employer-HSA	61,078.47	0.00	0.00%
Life Insurance	3,141.40	6,088.00	51.59%
Unemployment Compensation	12,818.40	14,096.00	90.93%
Retirement	225,958.17	407,835.00	55.40%
Workers Compensation	5,717.00	16,675.00	34.28%
Physicals	429.00	200.00	214.50%
Dental Insurance	28,350.32	51,969.00	54.55%
Disability Insurance	21,340.31	41,991.00	50.82%
Vision Insurance	4,043.71	7,786.00	51.93%
Total Fringe Benefits	834,276.21	1,555,470.00	53.63%
Agency Operating Expenses			
Advertising	29.75	1,500.00	1.98%
Membership & Dues	7,316.00	6,639.00	110.19%
Total Agency Operating Expenses	7,345.75	8,139.00	90.25%
Supplies & Materials			
Printing	5,799.95	13,132.00	44.16%
Postage	5,232.00	10,050.00	52.05%
Office Supplies	4,980.11	10,807.00	46.08%
Janitorial Supplies	3,056.40	5,032.00	60.73%
Water Tests	21,617.01	43,684.00	49.48%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Food License Fees	1,725.00	9,000.00	19.16%
Temporary Campground Fees	594.00	700.00	84.85%
Program Supplies	32,401.57	350,353.00	9.24%
Other Supplies	15,710.38	17,304.00	90.79%
Fuel Purchases	211.23	2,200.00	9.60%
Clinic Supplies	192,117.10	474,260.00	40.50%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Total Supplies & Materials	300,586.71	971,522.00	30.94%
Technology Services/Subscriptions			
Licensing Fees	1,193.50	0.00	0.00%
Computer Maintenance	54,925.00	98,015.00	56.03%
Subscriptions	5,853.90	0.00	0.00%
Annual Computer Subscriptions/Licensing	74,517.40	86,726.00	85.92%
Total Technology Services/Subscriptions	136,489.80	184,741.00	73.88%
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	885.48	38,660.00	2.29%
Total Equipment Rental/Maintenance	18,096.02	40,160.00	45.06%
Medical Operating Expenses			
Medical Waste Disposal	754.22	1,125.00	67.04%
Total Medical Operating Expenses	754.22	1,125.00	67.04%
General Liability Insurance			
Insurance	29,414.25	47,145.00	62.39%
Total General Liability Insurance	29,414.25	47,145.00	62.39%
Consultant Services			
Consultant Services-Audit	7,700.00	8,000.00	96.25%
Consultant Services-Legal	7,975.00	6,775.00	117.71%
Other Consultant Services	14,241.38	0.00	0.00%
Total Consultant Services	29,916.38	14,775.00	202.48%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Contractual Services			
Health Officer	9,517.98	0.00	0.00%
Medical Director	35,867.49	59,618.00	60.16%
Per Diem	1,720.00	2,880.00	59.72%
Other Contractual	98,415.15	156,659.00	62.82%
Website Maintenance	850.00	1,000.00	85.00%
Total Contractual Services	146,370.62	220,157.00	66.48%
Communications			
Telephone	5,357.80	10,679.00	50.17%
Cell Phone	14,463.27	28,902.00	50.04%
Data Line	7,893.63	23,173.00	34.06%
Total Communications	27,714.70	62,754.00	44.16%
Travel & Training			
Mileage	70,779.80	140,666.00	50.31%
Meals/Lodging	3,931.61	22,175.00	17.72%
Training & Education	13,073.00	8,963.00	145.85%
Total Travel & Training	87,784.41	171,804.00	51.10%
Space Costs			
Space-Electric	22,980.80	40,000.00	57.45%
Space-Gas	1,661.28	2,500.00	66.45%
Space-Maintenance Contracts	1,250.00	0.00	0.00%
Janitorial Services	61,892.16	97,940.00	63.19%
Snow Removal	11,935.00	7,000.00	170.50%
Loan Payments	34,195.00	58,620.00	58.33%
Space-Distributed Costs	18,550.00	82,535.00	22.47%
Space-Grounds & Building Maintenance	27,951.41	50,000.00	55.90%
BLDHD Rent	82,828.00	73,108.00	113.29%
Total Space Costs	263,243.65	411,703.00	63.94%
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%

Benzie Leelanau District Health Department

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

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Distributive Costs - PH Program & Support	<u>0.00</u>	<u>(4.00)</u>	<u>0.00%</u>
Total Expenditures	<u>4,116,574.07</u>	<u>7,676,836.00</u>	<u>53.62%</u>
Net Revenues/(Expenditures)	<u>56,273.06</u>	<u>(1.00)</u>	<u>...627,305.86)%</u>

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Sewage Permit Refund	(1,731.00)	0.00	0.00%
Well Permit Refund	(199.20)	0.00	0.00%
Revenue-Campground Trailer Parks	4,920.08	6,757.00	72.81%
Revenue-Food Licenses	89,882.50	121,000.00	74.28%
Revenue-Sewage Permits	87,100.00	200,000.00	43.55%
Revenue-Well Permits	50,870.20	110,000.00	46.24%
Tattoo/Body Art Fees	500.00	0.00	0.00%
Revenue-Land Evals/Site Surveys	26,665.00	55,000.00	48.48%
Revenue-Mortgage Evaluation	79,984.00	200,000.00	39.99%
Radon Testing	258.00	100.00	258.00%
Land Evaluations - Refund	(880.00)	0.00	0.00%
Mortgage Eval Refund	(362.00)	0.00	0.00%
Total Fees & Collections	337,007.58	692,857.00	48.64%
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	325,523.00	558,042.00	58.33%
Total ESLPHS - DEQ & MDHHS	325,523.00	558,042.00	58.33%
DEQ Type II Grant			
MDEQ Type II Grant	106,183.56	174,230.00	60.94%
Total DEQ Type II Grant	106,183.56	174,230.00	60.94%
Other State Fees/Funding			
MDHHS Lic Facilities	3,150.00	7,005.00	44.96%
Swimming Pools	3,239.47	6,582.00	49.21%
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	103,835.47	116,736.00	88.95%
Reimbursement Funds/Charge for Service			
Food Courses	7,865.00	6,000.00	131.08%
Reimbursed Revenues	100.00	0.00	0.00%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Reimbursement Funds/Charge for Service	7,965.00	6,000.00	132.75%
Local Funds			
Local Funds Distributive	95,725.00	164,084.00	58.33%
Total Local Funds	95,725.00	164,084.00	58.34%
Total Revenues	1,018,455.56	1,711,949.00	59.49%
Expenditures			
Salaries & Wages			
Salaries	515,106.37	961,700.00	53.56%
Insurance Payout Earnings	5,858.39	0.00	0.00%
Total Salaries & Wages	520,964.76	961,700.00	54.17%
Fringe Benefits			
FICA	38,405.10	73,581.00	52.19%
Medical Insurance	70,728.72	176,711.00	40.02%
Employer-HSA	13,340.49	0.00	0.00%
Life Insurance	734.49	1,459.00	50.34%
Unemployment Compensation	2,815.31	3,378.00	83.34%
Retirement	56,393.18	97,768.00	57.68%
Workers Compensation	1,357.11	3,997.00	33.95%
Physicals	130.00	0.00	0.00%
Dental Insurance	6,345.79	12,449.00	50.97%
Disability Insurance	5,412.87	10,059.00	53.81%
Vision Insurance	933.66	1,865.00	50.06%
Total Fringe Benefits	196,596.72	381,267.00	51.56%
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	303.83	400.00	75.95%
Postage	1,286.46	1,710.00	75.23%
Office Supplies	1,524.94	1,787.00	85.33%
Water Tests	20,265.00	41,200.00	49.18%
Food License Fees	1,725.00	9,000.00	19.16%
Temporary Campground Fees	594.00	700.00	84.85%
Program Supplies	4,777.78	10,800.00	44.23%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 4/30/2025

	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	<u>30,797.77</u>	<u>74,997.00</u>	<u>41.07%</u>
Technology Services/Subscriptions			
Computer Maintenance	10,439.34	18,000.00	57.99%
Annual Computer Subscriptions/Licensing	28,912.62	21,665.00	133.45%
Total Technology Services/Subscriptions	<u>39,351.96</u>	<u>39,665.00</u>	<u>99.21%</u>
Equipment Rental/Maintenance			
Vehicle Maintenance and Repairs	99.50	0.00	0.00%
Equipment Rental	286.56	0.00	0.00%
Total Equipment Rental/Maintenance	<u>386.06</u>	<u>0.00</u>	<u>0.00%</u>
Consultant Services			
Consultant Services-Legal	0.00	1,775.00	0.00%
Total Consultant Services	<u>0.00</u>	<u>1,775.00</u>	<u>0.00%</u>
Contractual Services			
Health Officer	3,140.94	0.00	0.00%
Medical Director	10,760.26	20,866.00	51.56%
Other Contractual	244.52	0.00	0.00%
Total Contractual Services	<u>14,145.72</u>	<u>20,866.00</u>	<u>67.79%</u>
Communications			
Telephone	1,062.29	2,388.00	44.48%
Cell Phone	1,400.00	3,450.00	40.57%
Data Line	2,517.97	6,757.00	37.26%
Total Communications	<u>4,980.26</u>	<u>12,595.00</u>	<u>39.54%</u>
Travel & Training			
Mileage	30,393.49	63,363.00	47.96%
Meals/Lodging	256.80	0.00	0.00%
Training & Education	215.00	0.00	0.00%
Total Travel & Training	<u>30,865.29</u>	<u>63,363.00</u>	<u>48.71%</u>
Space Costs			
Space-Distributed Costs	34,645.58	71,201.00	48.65%
Total Space Costs	<u>34,645.58</u>	<u>71,201.00</u>	<u>48.66%</u>
Distributed Costs - Administrative			
Administration O/H	71,805.85	84,492.00	84.98%

Benzie Leelanau District Health Department

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

200 - Environmental Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Distributed Costs - Administrative	<u>71,805.85</u>	<u>84,492.00</u>	<u>84.99%</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>944,599.72</u>	<u>1,711,950.00</u>	<u>55.18%</u>
Net Revenues/(Expenditures)	<u>73,855.84</u>	<u>(1.00)</u>	<u>...385,584.38)%</u>

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
Fees & Collections			
Private Pay Clinic Fees	2,186.37	3,500.00	62.46%
Clinic Fees-Private Insurance	139,104.70	177,500.00	78.36%
Donations	1.01	0.00	0.00%
Total Fees & Collections	141,292.08	181,000.00	78.06%
Medicaid/Medicare Revenue			
Medicaid Clinic Fees	95,871.75	245,900.00	38.98%
Clinic Fees - Medicare	308,273.95	401,700.00	76.74%
Managed Health Care Plan	53,959.34	108,000.00	49.96%
WIC Blood Lead Tests	393.78	0.00	0.00%
Total Medicaid/Medicare Revenue	458,498.82	755,600.00	60.68%
Cost Based Reimbursement			
Cost Based Reimbursement	130,068.00	198,423.00	65.55%
Total Cost Based Reimbursement	130,068.00	198,423.00	65.55%
Federal Financial Participation			
Federal Financial Participation	60,628.89	110,124.00	55.05%
Total Federal Financial Participation	60,628.89	110,124.00	55.06%
State Funding (MDHHS-CPBC)			
Prior Year-State Funding	96,994.92	0.00	0.00%
MDHHS - CPBC Categorical Grant	1,258,216.06	2,091,244.00	60.16%
Total State Funding (MDHHS-CPBC)	1,355,210.98	2,091,244.00	64.80%
ESLPHS - DEQ & MDHHS			
ELPHS Funding	140,255.00	63,434.00	221.10%
Total ESLPHS - DEQ & MDHHS	140,255.00	63,434.00	221.10%
Other State Fees/Funding			
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Non-CPBC Funding/Grants	3,184.22	29,252.00	10.88%

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Total Other State Fees/Funding	20,326.18	64,252.00	31.64%
Local Grants			
Other Local Grants	10,248.20	102,980.00	9.95%
Northern Michigan Health Consortium	135,862.26	132,455.00	102.57%
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	506,321.16	1,179,383.00	42.93%
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	246,652.00	496,013.00	49.72%
Local In-Kind	0.00	140,000.00	0.00%
Total Local Funds	246,652.00	636,013.00	38.78%
Total Revenues	3,080,021.47	5,279,473.00	58.34%
Expenditures			
Salaries & Wages			
Salaries	1,507,983.45	2,738,067.00	55.07%
Insurance Payout Earnings	17,730.93	0.00	0.00%
Total Salaries & Wages	1,525,714.38	2,738,067.00	55.72%
Fringe Benefits			
FICA	109,134.90	209,498.00	52.09%
Medical Insurance	218,963.07	468,356.00	46.75%
Employer-HSA	44,015.90	0.00	0.00%
Life Insurance	2,187.92	4,152.00	52.69%
Unemployment Compensation	8,781.61	9,614.00	91.34%
Retirement	156,151.72	278,357.00	56.09%
Workers Compensation	3,976.11	11,372.00	34.96%
Physicals	169.00	0.00	0.00%
Dental Insurance	19,615.02	35,446.00	55.33%

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Disability Insurance	14,424.55	28,641.00	50.36%
Vision Insurance	2,787.76	5,311.00	52.49%
Total Fringe Benefits	<u>580,207.56</u>	<u>1,050,747.00</u>	<u>55.22%</u>
Agency Operating Expenses			
Membership & Dues	3,557.00	1,609.00	221.06%
Total Agency Operating Expenses	<u>3,557.00</u>	<u>1,609.00</u>	<u>221.07%</u>
Supplies & Materials			
Printing	3,398.51	9,232.00	36.81%
Postage	1,230.09	5,840.00	21.06%
Office Supplies	1,447.02	4,950.00	29.23%
Program Supplies	27,623.79	84,958.00	32.51%
Other Supplies	8,103.45	7,204.00	112.48%
Clinic Supplies	192,117.10	474,260.00	40.50%
VFC Vaccine Received	17,141.96	35,000.00	48.97%
Total Supplies & Materials	<u>251,061.92</u>	<u>621,444.00</u>	<u>40.40%</u>
Technology Services/Subscriptions			
Licensing Fees	899.95	0.00	0.00%
Computer Maintenance	31,818.04	67,535.00	47.11%
Subscriptions	5,819.40	0.00	0.00%
Annual Computer Subscriptions/Licensing	41,032.50	49,073.00	83.61%
Total Technology Services/Subscriptions	<u>79,569.89</u>	<u>116,608.00</u>	<u>68.24%</u>
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	<u>7,225.04</u>	<u>38,860.00</u>	<u>18.59%</u>
Medical Operating Expenses			
Medical Waste Disposal	754.22	1,125.00	67.04%
Total Medical Operating Expenses	<u>754.22</u>	<u>1,125.00</u>	<u>67.04%</u>
Consultant Services			

Benzie Leelanau District Health Department

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

910 - Personal Health Division

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Other Consultant Services	12,919.75	0.00	0.00%
Total Consultant Services	12,919.75	0.00	0.00%
Contractual Services			
Health Officer	3,236.12	0.00	0.00%
Medical Director	25,107.23	38,752.00	64.78%
Other Contractual	11,320.63	154,084.00	7.34%
Total Contractual Services	39,663.98	192,836.00	20.57%
Communications			
Telephone	3,475.43	6,737.00	51.58%
Cell Phone	13,063.27	25,452.00	51.32%
Data Line	4,984.24	15,279.00	32.62%
Total Communications	21,522.94	47,468.00	45.34%
Travel & Training			
Mileage	37,224.33	73,975.00	50.32%
Meals/Lodging	2,655.66	21,425.00	12.39%
Training & Education	12,733.00	8,963.00	142.06%
Total Travel & Training	52,612.99	104,363.00	50.41%
Space Costs			
Janitorial Services	150.00	0.00	0.00%
Space-Distributed Costs	95,486.97	127,981.00	74.61%
BLDHD Rent	1,000.00	0.00	0.00%
Total Space Costs	96,636.97	127,981.00	75.51%
Distributed Costs - Administrative			
Administration O/H	210,667.43	238,371.00	88.37%
Total Distributed Costs - Administrative	210,667.43	238,371.00	88.38%
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	2,882,114.07	5,279,476.00	54.59%
Net Revenues/(Expenditures)	197,907.40	(3.00)	...596,913.28)%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Revenues			
State Funding (MDHHS-CPBC)			
MDHHS - CPBC Categorical Grant	(119,232.18)	322,899.00	(36.92)%
Total State Funding (MDHHS-CPBC)	(119,232.18)	322,899.00	(36.93)%
Reimbursement Funds/Charge for Service			
Charge for Service	0.00	2,132.00	0.00%
Reimbursed Revenues	3,028.83	0.00	0.00%
Total Reimbursement Funds/Charge for Service	3,028.83	2,132.00	142.07%
Rents Collected			
Rents Collected	145,828.00	261,192.00	55.83%
Total Rents Collected	145,828.00	261,192.00	55.83%
Total Revenues	29,624.65	586,223.00	5.05%
Expenditures			
Salaries & Wages			
Salaries	7,603.48	53,500.00	14.21%
Insurance Payout Earnings	199.42	0.00	0.00%
Total Salaries & Wages	7,802.90	53,500.00	14.58%
Fringe Benefits			
FICA	566.01	7,220.00	7.83%
Medical Insurance	693.95	25,870.00	2.68%
Employer-HSA	122.88	0.00	0.00%
Life Insurance	7.95	143.00	5.55%
Unemployment Compensation	23.76	330.00	7.20%
Retirement	647.84	9,316.00	6.95%
Workers Compensation	12.26	391.00	3.13%
Dental Insurance	92.56	1,222.00	7.57%
Disability Insurance	63.18	987.00	6.40%
Vision Insurance	12.50	183.00	6.83%
Total Fringe Benefits	2,242.89	45,662.00	4.91%
Supplies & Materials			
Office Supplies	71.86	0.00	0.00%
Janitorial Supplies	3,056.40	5,032.00	60.73%
Water Tests	1,352.01	2,484.00	54.42%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Program Supplies	0.00	250,000.00	0.00%
Other Supplies	1,401.11	2,400.00	58.37%
Total Supplies & Materials	5,881.38	259,916.00	2.26%
Technology Services/Subscriptions			
Licensing Fees	293.55	0.00	0.00%
Computer Maintenance	0.00	480.00	0.00%
Annual Computer Subscriptions/Licensing	288.00	0.00	0.00%
Total Technology Services/Subscriptions	581.55	480.00	121.16%
Equipment Rental/Maintenance			
Equipment	9,886.00	0.00	0.00%
Total Equipment Rental/Maintenance	9,886.00	0.00	0.00%
General Liability Insurance			
Insurance	4,663.09	4,714.00	98.92%
Total General Liability Insurance	4,663.09	4,714.00	98.92%
Consultant Services			
Consultant Services-Legal	6,150.00	0.00	0.00%
Other Consultant Services	32.75	0.00	0.00%
Total Consultant Services	6,182.75	0.00	0.00%
Contractual Services			
Other Contractual	86,850.00	75.00	115,800.00%
Total Contractual Services	86,850.00	75.00	115,800.00%
Communications			
Telephone	473.28	1,024.00	46.21%
Data Line	16.19	54.00	29.98%
Total Communications	489.47	1,078.00	45.41%
Travel & Training			
Mileage	75.20	105.00	71.61%
Total Travel & Training	75.20	105.00	71.62%
Space Costs			
Space-Electric	22,980.80	40,000.00	57.45%
Space-Gas	1,661.28	2,500.00	66.45%
Space-Maintenance Contracts	1,250.00	0.00	0.00%
Janitorial Services	61,552.16	97,940.00	62.84%
Snow Removal	11,935.00	7,000.00	170.50%

Benzie Leelanau District Health Department

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

995 - Resource Centers

From 10/1/2024 Through 4/30/2025

	Current Period Actual	Total Budget	% of Budget Spent
Loan Payments	34,195.00	58,620.00	58.33%
Space-Distributed Costs	(123,488.01)	(127,530.00)	96.83%
Space-Grounds & Building Maintenance	27,951.41	50,000.00	55.90%
BLDHD Rent	81,428.00	73,108.00	111.38%
Total Space Costs	<u>119,465.64</u>	<u>201,638.00</u>	<u>59.25%</u>
Building Costs			
Capital Outlay Local	0.00	13,794.00	0.00%
Total Building Costs	<u>0.00</u>	<u>13,794.00</u>	<u>0.00%</u>
Distributed Costs - Administrative			
Administration O/H	993.96	5,258.00	18.90%
Total Distributed Costs - Administrative	<u>993.96</u>	<u>5,258.00</u>	<u>18.90%</u>
Total Expenditures	<u>245,114.83</u>	<u>586,220.00</u>	<u>41.81%</u>
Net Revenues/(Expenditures)	<u>(215,490.18)</u>	<u>3.00</u>	<u>...183,006.25)%</u>

**Benzie-Leelanau District Health Department
Statement of Assets and Liabilities
as of April 30, 2025**

ASSETS:

Cash - Checking and Savings	2,316,864
Imprest Cash	565
A/R - PH Revenue	0
Appropriations Due - Benzie	85,085
Appropriations Due - Leelanau	110,559
Due from DEQ	100,514
Due from State of Michigan	94,129
Due from MDCH	(450)
Due from Other Government Units	(348,090)
Rents Due - Benzie	12,464
Prepaid Expenses	422,930
Total Assets	2,794,570

LIABILITIES AND FUND BALANCE:

Accounts Payable	601,591
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	56,273
Total Liabilities and Fund Balance	2,794,570

(0)

**Benzie Leelanau District Health Department
Accounts Receivable and Prepaid Expenses
as of April 30, 2025**

Due from Michigan Department of Environmental Quality:

Type II	<u><u>\$100,514</u></u>
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Due from State of Michigan:

2024 Cost Based Reimbursement	93787
2025 Cost Based Reimbursement	(50490)
2021 Federal Finance Participation	0
2023 Federal Finance Participation	4435
2024 Federal Finance Participation	<u>46,397</u>

Total	<u><u>94,129</u></u>
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Due from Michigan Department of Community Health:

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

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

Rents Due - Benzie Building:

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

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

Prepaid Insurances	<u><u>30,292</u></u>
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CPBC Pullbacks

\$20,414



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Benzonia, MI 49616
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Lake Leelanau, MI 49653
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Fax: 231-882-0143

**Leelanau County
Environmental Health Office**
8527 E. Government Center
Dr. Suite LL-007
Suttons Bay, MI 49682
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Fax: 231-256-0225

www.bldhd.org

MEMO

To: Board of Health Members
From: Shelley Jablon, Director of Administrative Services
Date: May 21, 2025
Subject: Local Appropriations for FY 2026

The Benzie-Leelanau District Health Department (BLDHD) remains committed to its mission: to prevent disease, prolong life, and promote public health. Local appropriations from Benzie and Leelanau Counties play a vital role in helping us leverage funding from other sources and meet our financial obligations - ensuring high-quality public health services for the communities we serve.

As we begin planning for the Fiscal Year 2026 budget, BLDHD administration has conducted a comprehensive review of local appropriation needs. Notably, there has been no increase in local contributions for the past three fiscal years. During that time, the department responsibly managed budget surpluses and added to the fund balance, making it appropriate to maintain level appropriations.

However, rising costs are now significantly impacting our operations. A detailed analysis of general operating expenses from 2022 to 2024 reveals a 20% increase in utility costs alone, with many other operational expenses increasing even more dramatically. These cost escalations now necessitate an increase in local appropriations to maintain service levels.

Enclosed with this memo is a breakdown of appropriation scenarios at 3%, 4%, and 5% increase levels for both Benzie and Leelanau Counties. Given the substantial rise in operational expenses over the past three years, BLDHD administration is recommending a **5% increase** in local appropriations for FY 2026.

This additional funding will be critical in sustaining and enhancing the exceptional public health services our department provides. We respectfully request your support and approval of this recommendation.

Please review the attached documents ahead of the upcoming Board of Health meeting. If you have any questions, concerns, or would like to discuss the proposal further, feel free to contact me at 231-882-2200.

Proposed Motion:

I move to approve the recommendation of Health Department administration to request a 5% increase in local appropriations from Benzie and Leelanau Counties for Fiscal Year 2026.

Attachments:

- FY 2026 Appropriation Scenarios (3%, 4%, and 5%)

Fiscal Year 2026 Appropriations Request
Benzie County

	Increase 0%
Appropriations Request 2023	\$ 255,248.00
Appropriations Request 2024	\$ 255,248.00
Appropriations Request 2025	\$ 255,248.00

MDHCH Population Count from 2023 Used to Determine Population Count for Appropriation Calculation

Proposed Increases	Total	Difference from 2025
3% Increase for Fiscal Year 2026	\$ 263,074.43	\$7,826
4% Increase for Fiscal Year 2026	\$265,683.23	\$10,435.23
5% Increase for Fiscal Year 2026	\$268,292.04	\$13,044.04

<u>If we had asked for a 3% increase in prior years</u>	<u>Total</u>	<u>Difference From 2022</u>
3% Increase for Fiscal Year 2023	\$ 263,170.35	\$ 7,922.35
3% Increase for Fiscal Year 2024	\$ 271,259.70	\$ 16,011.70
3% Increase for Fiscal Year 2025	\$ 279,560.70	\$ 24,312.70

With a 5% increase for the Fiscal Year 2026 it is \$11,268.66 less than if BLDHD had continuously requested 3% increases over the past 3 years.

Fiscal Year 2026 Appropriations Request Leelanau County

		Increase 0%
Appropriations Request 2023	\$ 331,684.00	
Appropriations Request 2024	\$ 331,684.00	
Appropriations Request 2025	\$ 331,684.00	

MDHCH Population Count from 2023 Used to Determine Population Count for Appropriation Calculation

Proposed Increases	Total	Difference from 2025
3% Increase for Fiscal Year 2026	\$ 341,465.53	\$9,782
4% Increase for Fiscal Year 2026	\$344,726.05	\$13,042.05
5% Increase for Fiscal Year 2026	\$347,986.56	\$16,302.56

<u>If we had asked for a 3% increase in prior years</u>	Total	Difference From 2022
3% Increase for Fiscal Year 2023	\$ 341,210.13	\$ 9,526.13
3% Increase for Fiscal Year 2024	\$ 351,262.20	\$ 19,578.20
3% Increase for Fiscal Year 2025	\$ 361,636.86	\$ 29,952.86

With a 5% increase for the Fiscal Year 2026 it is \$13,650.30 less than if BLDHD had continuously requested 3% increases over the past 3 years.

Leelanau County Paid Appropriations

Benzie County Paid Appropriations

TOTAL

Year	Amount	% Change	Year	Amount	% Change	
1997	\$ 177,716.00		1997	\$ 130,284.00		\$308,000
1998	\$ 183,936.00	3.38%	1998	\$ 134,844.00	3.38%	\$318,780
1999	\$ 183,936.00	0.00%	1999	\$ 134,844.00	0.00%	\$318,780
2000	\$ 193,132.00	4.76%	2000	\$ 141,600.00	4.77%	\$334,732
2001	\$ 198,928.00	2.91%	2001	\$ 145,848.00	2.91%	\$344,776
2002	\$ 204,896.00	2.91%	2002	\$ 145,848.00	0.00%	\$350,744
2003	\$ 205,005.00	0.05%	2003	\$ 154,469.00	5.58%	\$359,474
2004	\$ 210,068.00	2.41%	2004	\$ 159,103.00	2.91%	\$369,171
2005	\$ 216,370.00	2.91%	2005	\$ 163,876.00	2.91%	\$380,246
2006	\$ 222,710.00	2.85%	2006	\$ 168,930.00	2.99%	\$391,640
2007	\$ 229,391.00	2.91%	2007	\$ 173,998.00	2.91%	\$403,389
2008	\$ 236,273.00	2.91%	2008	\$ 179,363.00	2.99%	\$415,636
2009	\$ 243,205.00	2.85%	2009	\$ 184,898.00	2.99%	\$428,103
2010	\$ 250,342.00	2.85%	2010	\$ 190,605.00	2.99%	\$440,947
2011	\$ 257,697.00	2.85%	2011	\$ 190,605.00	0.00%	\$448,302
2012	\$ 265,225.00	2.84%	2012	\$ 190,605.00	0.00%	\$455,830
2013	\$ 272,791.00	2.77%	2013	\$ 190,605.00	0.00%	\$463,396
2014	\$ 280,460.00	2.73%	2014	\$ 200,071.00	4.73%	\$480,531
2015	\$ 293,657.00	4.49%	2015	\$ 207,505.00	3.58%	\$501,162
2016	\$ 302,003.00	2.76%	2016	\$ 214,194.00	3.12%	\$516,197
2017	\$ 302,003.00	0.00%	2017	\$ 214,194.00	0.00%	\$516,197
2018	\$ 310,701.00	2.80%	2018	\$ 225,102.00	4.85%	\$535,803
2019	\$ 319,713.00	2.82%	2019	\$ 232,284.00	3.09%	\$551,997
2020	\$ 328,855.00	2.78%	2020	\$ 239,702.00	3.09%	\$568,557
2021	\$ 338,271.00	2.78%	2021	\$ 247,343.00	3.09%	\$585,614
2022	\$ 347,935.00	2.78%	2022	\$ 255,248.00	3.10%	\$603,183
2023	\$ 331,684.00	-4.90%	2023	\$ 255,248.00	0.00%	\$586,932
2024	\$ 331,684.00	0.00%	2024	\$ 255,248.00	0.00%	\$586,932
2025	\$ 165,842.00		2025	\$ 127,624.00		\$293,466

1/2 way through year



Benzie County Office
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**Leelanau County
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**Leelanau County
Environmental Health Office**
8527 E. Government Center
Dr. Suite LL-007
Suttons Bay, MI 49682
Phone: 231-256-0201
Fax: 231-256-0225

www.bldhd.org

MEMEO

To: Board of Health Members
From: Shelley Jablon, Director of Admin. Services
Subject: Amending HRA and Infection Prevention Response Support
Date: May 21, 2025

Due to the federal budget cuts that occurred late March, it significantly impacted the funding that was provided by the HRA program and the Infection Prevention Response Support program. The funding for both these programs was significantly reduced. Attached are amended budgets for each program to reflect what BLDHD has available for the current fiscal year 2025.

Proposed Motion for the HRA and the Infection Prevention Support Programs Budget Amendments:

I move to approve the amended fiscal year 2025 budgets for the HRA and the Infection Prevention Support programs as presented.

Benzie-Leelanau District Health Department

MI Safer Schools (HRA)

Amended

10/1/2024-6/30/2025

FY 25

Amended

FY 25 Original

Budget

Budget

Difference

Revenues

State Funding (MDHHS-CPBC)

MDHHS - CPBC Categorical	\$	370,883.00	\$	469,295.00	
Grant					(98,412.00)
Total State Funding (MDHHS-CPBC)	\$	370,883.00	\$	469,295.00	(98,412.00)
Total Revenues	\$	370,883.00	\$	469,295.00	(98,412.00)

Expenditures

Salaries & Wages

Salaries	\$	213,000.00	\$	278,062.00	(65,062.00)
Insurance Payout Earnings	\$	700.00	\$	-	700.00
Total Salaries & Wages	\$	213,700.00	\$	278,062.00	(64,362.00)

Fringe Benefits

FICA	\$	15,400.00	\$	21,275.00	(5,875.00)
Medical Insurance	\$	29,500.00	\$	53,628.00	(24,128.00)
Employer-HSA	\$	6,500.00	\$	-	6,500.00
Life Insurance	\$	375.00	\$	422.00	(47.00)
Unemployment	\$	1,040.00	\$	976.00	64.00

Compensation

Retirement	\$	25,000.00	\$	28,268.00	(3,268.00)
Workers Compensation	\$	700.00	\$	1,155.00	(455.00)
Dental Insurance	\$	2,000.00	\$	3,600.00	(1,600.00)
Disability Insurance	\$	2,100.00	\$	2,908.00	(808.00)
Vision Insurance	\$	350.00	\$	539.00	(189.00)
Total Fringe Benefits	\$	82,965.00	\$	112,771.00	(29,806.00)

Agency Operating Expenses

Membership & Dues	\$	308.00	\$	308.00	0.00
Total Agency Operating	\$	308.00	\$	308.00	0.00

Expenses

Supplies & Materials

Printing	\$	150.00	\$	500.00	(350.00)
Postage	\$	10.00	\$	-	10.00
Office Supplies	\$	700.00	\$	-	700.00
Program Supplies	\$	2,500.00	\$	-	2,500.00
Other Supplies	\$	50.00	\$	-	50.00
Clinic Supplies	\$	1,000.00	\$	1,000.00	0.00
Total Supplies & Materials	\$	4,410.00	\$	1,500.00	2,910.00

Benzie-Leelanau District Health Department

MI Safer Schools (HRA)

Amended

10/1/2024-6/30/2025

	FY 25		
	Amended	FY 25 Original	
	Budget	Budget	Difference
Technology Services/Subscriptions			
Computer Maintenance	\$ 6,000.00	\$ 6,000.00	0.00
Annual Computer	\$ 3,000.00	\$ 5,000.00	
Subscriptions/Licensing			(2,000.00)
Total Technology	\$ 9,000.00	\$ 11,000.00	
Services/Subscriptions			(2,000.00)
Consultant Services			
Other Consultant Services	\$ 750.00	\$ -	750.00
Total Consultant Services	\$ 750.00	\$ -	750.00
Contractual Services			
Medical Director	\$ 200.00	\$ 1,000.00	(800.00)
Other Contractual	\$ 500.00	\$ -	500.00
Total Contractual Services	\$ 700.00	\$ 1,000.00	(300.00)
Communications			
Telephone	\$ 550.00	\$ 695.00	(145.00)
Cell Phone	\$ 1,000.00	\$ 2,000.00	(1,000.00)
Data Line	\$ 700.00	\$ 1,421.00	(721.00)
Total Communications	\$ 2,250.00	\$ 4,116.00	(1,866.00)
Travel & Training			
Mileage	\$ 4,500.00	\$ 990.00	3,510.00
Meals/Lodging	\$ 500.00	\$ 3,000.00	(2,500.00)
Training & Education	\$ 800.00	\$ 1,200.00	(400.00)
Total Travel & Training	\$ 5,800.00	\$ 5,190.00	610.00
Space Costs			
Space-Distributed Costs	\$ 14,000.00	\$ 13,359.00	641.00
Total Space Costs	\$ 14,000.00	\$ 13,359.00	641.00
Distributed Costs - Administrative			
Administration O/H	\$ 27,000.00	\$ 24,589.00	2,411.00
Total Distributed Costs -	\$ 27,000.00	\$ 24,589.00	
Administrative			2,411.00
Distributive Costs - PH Program & Support			
PH Administration	\$ 10,000.00	\$ 17,399.00	(7,399.00)
Total Distributive Costs - PH	\$ 10,000.00	\$ 17,399.00	
Program & Support			(7,399.00)
Total Expenditures	\$ 370,883.00	\$ 469,294.00	(98,411.00)
Net Revenues/(Expenditures)	\$ -	\$ 1.00	(1.00)

Health Department
Infection Prevention Response Support
Amended
10/1/2024-9/30/2025

	FY 25		
	Amended	FY 25 Original	
	Budget	Budget	Difference
Revenues			
State Funding (MDHHS-CPBC)			
MDHHS - CPBC Categorical	\$ 62,625.00	\$ 108,411.00	
Grant			(45,786.00)
Total State Funding (MDHHS-CPBC)	\$ 62,625.00	\$ 108,411.00	(45,786.00)
Local Funds			
Local Funds Distributive	\$ -	\$ (1,105.00)	1,105.00
Total Local Funds	\$ -	\$ (1,105.00)	1,105.00
Total Revenues	\$ 62,625.00	\$ 107,306.00	(44,681.00)
			0.00
Expenditures			0.00
Salaries & Wages			0.00
Salaries	\$ 32,000.00	\$ 63,633.00	(31,633.00)
Insurance Payout Earnings	\$ 15.00	\$ -	
Total Salaries & Wages	\$ 32,015.00	\$ 63,633.00	(31,618.00)
Fringe Benefits			0.00
FICA	\$ 2,350.00	\$ 4,869.00	(2,519.00)
Medical Insurance	\$ 4,725.00	\$ 11,298.00	(6,573.00)
Employer-HSA	\$ 900.00	\$ -	900.00
Life Insurance	\$ 10.00	\$ 96.00	(86.00)
Unemployment	\$ 200.00	\$ 223.00	
Compensation			(23.00)
Retirement	\$ 3,600.00	\$ 6,469.00	(2,869.00)
Workers Compensation	\$ 75.00	\$ 264.00	(189.00)
Dental Insurance	\$ 375.00	\$ 824.00	(449.00)
Disability Insurance	\$ 350.00	\$ 666.00	(316.00)
Vision Insurance	\$ 55.00	\$ 123.00	(68.00)
Total Fringe Benefits	\$ 12,640.00	\$ 24,832.00	(12,192.00)
Supplies & Materials			
Printing	\$ 115.00	\$ -	115.00
Total Supplies & Materials	\$ 115.00	\$ -	115.00

Health Department
Infection Prevention Response Support
Amended
10/1/2024-9/30/2025

	FY 25			
	Amended	FY 25 Original		
	Budget	Budget	Difference	
Technology Services/Subscriptions				
Computer Maintenance	\$ 400.00	\$ -		400.00
Subscriptions	\$ 525.00	\$ -		525.00
Annual Computer Subscriptions/Licensing	\$ 725.00	\$ 5,000.00		(4,275.00)
Total Technology Services/Subscriptions	\$ 1,650.00	\$ 5,000.00		(3,350.00)
Contractual Services				
Medical Director	\$ 8,000.00	\$ -		8,000.00
Total Contractual Services	\$ 8,000.00	\$ -		8,000.00
Communications				
Telephone	\$ 75.00	\$ 157.00		(82.00)
Data Line	\$ 65.00	\$ 322.00		(257.00)
Total Communications	\$ 140.00	\$ 479.00		(339.00)
Travel & Training				
Mileage	\$ 75.00	\$ 200.00		(125.00)
Meals/Lodging	\$ -	\$ 600.00		(600.00)
Training & Education	\$ 90.00	\$ -		90.00
Total Travel & Training	\$ 165.00	\$ 800.00		(635.00)
Space Costs				
Space-Distributed Costs	\$ 2,200.00	\$ 3,057.00		(857.00)
Total Space Costs	\$ 2,200.00	\$ 3,057.00		(857.00)
Distributed Costs - Administrative				
Administration O/H	\$ 4,500.00	\$ 5,566.00		(1,066.00)
Total Distributed Costs - Administrative	\$ 4,500.00	\$ 5,566.00		(1,066.00)
Distributive Costs - PH Program & Support				
PH Administration	\$ 1,200.00	\$ 3,938.00		(2,738.00)
Total Distributive Costs - PH Program & Support	\$ 1,200.00	\$ 3,938.00		(2,738.00)
Total Expenditures	\$ 62,625.00	\$ 107,305.00		(44,680.00)
				0.00
Net Revenues/(Expenditures)	\$ -	\$ 1.00		(1.00)



Benzie County Office
6051 Frankfort Hwy, Ste 100
Benzonia, MI 49616
Phone: 231-882-4409
Fax: 231-882-0143

Leelanau County Personal Health Office	Leelanau County Environmental Health Office
7401 E. Duck Lake Rd Lake Leelanau, MI 49653	8527 E. Government Center Suttons Bay, MI 49682
Phone: 231-256-0200 Fax: 231-882-0143	Phone: 231-256-0201 Fax: 231-256-0225

www.bldhd.org

Date: May 15, 2025

To: Board of Health

From: Joshua Meyerson, Medical Director

Re: Monthly Report – Rabies, Bats and Animal Reports

Rabies is a preventable viral disease of mammals most often transmitted through the bite of a rabid animal. In the U.S. including Michigan, most reported cases each year occur in wild animals like bats, skunks, and foxes.

The rabies virus infects the central nervous system, ultimately causing disease in the brain and, once symptoms begin, rabies infection leads to death. Receiving appropriate treatment (series of 4 Vaccines over 2 weeks) after exposure but before symptoms begin (known as Post Exposure Prophylaxis or PEP) prevents illness. Exposure to the virus occurs when saliva from an infected rabid animal contaminates broken skin or mucus membranes such as eyes, nose, or mouth. Rabies is not transmitted through exposure to blood, urine, or feces of an infected animal.

For bats, another potential for exposure occurs when bats are found in rooms with sleeping individuals, as bites and scratches can occur without waking. In these cases, it is important not to let the bat go before consulting the local health department to determine if the bat should be tested for rabies.

Most all mammals are susceptible to rabies and can be prevented in pets and livestock through vaccination. Rodents such as squirrels, rats, mice, hamsters, and rabbits are unlikely to carry rabies and bites from these species almost never require rabies PEP.

After exposure to rabies, the virus must travel from the site of the bite to the brain before symptoms begin. This is called the incubation period, and it can last from a few weeks to months.

The early symptoms of rabies in people are not specific to rabies and may include fever, headache, general weakness, and discomfort that may include prickling or an itching sensation at the site of a bite. These symptoms may last for days. Over time, symptoms that are more specific to brain dysfunction appear and may include difficulty sleeping, anxiety, confusion, hallucinations, agitation, partial paralysis, difficulty swallowing, and hydrophobia (fear of water). Once symptoms of rabies occur, the disease is nearly always fatal. Treatment at this stage is typically supportive. There have been fewer than 20 reports of human survival from rabies disease, and only a few of those had no previous treatment for rabies. Rabies disease is preventable with appropriate and prompt PEP.

Animal Bites are required to be reported to the Local Health Department and in concert with County Animal Control officers, appropriate observation/quarantine or testing of the animal occurs. Public Health Nurses provide counseling and recommendations for proper medical care and wound

management to those exposed/bitten. Environmental Health staff are also involved in helping facilitate rabies testing that is done at the State Lab in Lansing.

Animal Bites can cause serious injury and can lead to infections. Wound cleaning is important and can reduce the risk of infection including rabies. Tetanus boosters are also important to consider following animal bites.

Rabies can be prevented by vaccinating pets, staying away from wildlife and stray animals, and seeking medical care after a bite and before symptoms begin. Do not approach, handle, feed, or unintentionally attract wild animals with food, open garbage cans or litter. Tightly cap garbage cans.

In Michigan, rabies most commonly occurs in bats, therefore, prevent bats from entering living quarters or occupied spaces in homes, churches, schools, or other similar settings where they might come in contact with people and pets. In situations where a bat has been in close contact with people, if possible, safely confine the bat and contact your local health department to determine if it should be tested for rabies or can be let go. Only bats involved in human exposure are tested.

Over the years, rabies has been found in bats and other animals (skunks, foxes, raccoons) in every county in MI. There have also been occasional cases in dogs, cats, horses, bobcats, and other mammals.

In 2024 48 bats tested in Michigan were positive (3.4% of total bats tested)

**Benzie-Leelanau District Health Department
Board of Health Meeting – May 28, 2025
Environmental Health Director’s Report
Eric Johnston**

1. Beach Monitoring 2025

We are once again partnering with the Watershed Center Grand Traverse Bay to monitor water quality at selected beaches within our district. As in the past two years, there is no grant funding available for inland beaches this season, so sampling will be limited to Lake Michigan beaches. However, thanks to additional grant funding this year, we are pleased to add Omena Beach to our list of monitored sites. The full list of monitored Lake Michigan beaches now includes: Omena Beach, Empire Beach, Frankfort Beach, Northport Beach, Suttons Bay Beach, Suttons Bay Marina Park Beach, Vans Beach, and Greilickville Harbor Park (also known as Elmwood Park). Municipalities have the option to fund inland beach monitoring at a cost of \$1,500 per beach. To date, the Village of Empire (South Bar Lake) and the Village of Beulah (Beulah Beach – Crystal Lake) have opted to participate in inland beach sampling.

Sampling will begin on June 18 and continue for 13 weeks, concluding on September 10. Water samples will be collected each Wednesday, with results shared on Thursday afternoons. If resampling is required, additional samples will be collected on Thursday, with results expected by Friday afternoon.

As in previous years, results will be shared through press releases to local media, and posted on the EGLE MiEnviro BeachGuard Portal, our website, and our Facebook page.

As in the past two years, the Watershed Center Grand Traverse Bay will use grant funding to conduct bacteria source tracking on collected samples with elevated results, utilizing digital droplet PCR technology. This method identifies potential sources of bacterial contamination, including human, cow, pig, canine (dogs, foxes, and coyotes), and gulls. This testing is a vital step in identifying contamination sources and informing remediation efforts aimed at reducing E. coli levels, minimizing beach closures and public health advisories, and protecting public health. Results from the source tracking study are typically available in October. Due to grant restrictions, this testing is limited to Great Lakes beaches and does not include inland sites.

2. Food Program

Food facility licensing for the 2025-2026 license year is nearing completion. Here are the number of licenses by facility type and county location:

2025-2026 Licensed Food Facilities by Type as of May 20, 2025			
License Type	District #'s	Benzie #'s	Leelanau #'s
Annual Food License - Full Service (0-50 Seats)	83	31	52
Annual Food License - Full Service (51-100 Seats)	42	21	21
Annual Food License - Full Service (100+ Seats)	26	10	16
Annual Food License - Limited Service/Menu	24	11	13
Annual Food License - Non-Profit	46	27	19
Annual Food License - Conference Center	7	7	0
Transitory Food Unit	34	19	15
Mobile Food Unit	2	1	1
Total	264	127	137

	District #'s	Benzie #'s	Leelanau #'s
Facilities in Plan Review	10	6	4
Facilities with License Pending	6	4	2

2025-2026 Food Facilities that did NOT Renew their License as of May 20, 2025			
License Type	District #'s	Benzie #'s	Leelanau #'s
Annual Food License - Full Service (0-50 Seats)	9	6	3
Annual Food License - Full Service (51-100 Seats)	2	1	1
Annual Food License - Full Service (100+ Seats)	0	0	0
Annual Food License - Limited Service/Menu	1	1	0
Annual Food License - Non-Profit	0	0	0
Annual Food License - Conference Center	0	0	0
Transitory Food Unit	7	4	3
Mobile Food Unit	1	0	1
Total	20	12	8

Thank you,
Eric Johnston
Director of Environmental Health

Director of Administrative Services
Report – May 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 April financials are included. The financial statements are year-to-date and are reflected through April 30, 2025. At this date, the budget should be approximately 58% spent. The revenues and expenditures are consistent with this benchmark. Currently I am working on amending all the program budgets for the fiscal year 2025. The initial planning for the fiscal year 2026 budget has begun. Please contact me with any questions or concerns regarding the financial statements.

Human Resources:

No new changes since our last meeting.

Technology:

No new changes since our last meeting.

Purchasing:

No new changes since our last meeting.

Billing:

No new changes since our last meeting.