District Health Department #10

Board of Health

Serving Crawford, Kalkaska, Lake, Manistee, Mason, Mecosta, Missaukee, Newaygo, Oceana, and Wexford Counties.

Notice of Meeting

Friday, September 26, 2025 at 9:30 a.m.

Wexford County Health Department

521 Cobb St., Cadillac, MI 49601; 2nd Floor Conference Room

Agenda

1. **Call to Order** *(Richard Schmidt, Chair)*
2. **Roll Call**
3. **Review and Approval of the Agenda**
4. **Review and Approval of the Board of Health Regular Meeting Minutes – August 22, 2025** 1
5. **Public Comment** – *Designated for topics on the Agenda only.*
6. **Committee Reports**
   a. **Executive Committee** *(Richard Schmidt)*
      i. Committee Meeting – Friday, October 17, 2025 at 11:00 a.m. in Cadillac
   b. **Finance Committee** *(Bryan Kolk)*
      i. Finance Report *(Christine Lopez)* 4
      ii. Approval of Accounts Payable and Payroll *(Action Item)*
      iii. Approval of Fiscal Year 2025 Final Budget *(Action Item)*
      iv. Approval of Fiscal Year 2026 Budget *(Action Item)*
   c. **Personnel Committee** *(Robert Baldwin)*
      i. Committee Meeting – Friday, October 17, 2025 at 10:00 a.m. in Cadillac
   d. **Legislative Committee** *(Nick Krieger)*
   e. **Bylaws and Rules** *(Kevin Hughes) (Action Item)*
7. **2024 Communicable Disease Trends** *(Chelsea Rossow, Epidemiologist)* 12
8. **Administration Reports**
   a. **Medical Director** *(Dr. Jennifer Morse, MD)* 22
   b. **Deputy Health Officer** *(Sarah Oleniczak)*
   c. **Health Officer** *(Kevin Hughes)* 26
9. **Public Comment** – *Open for any public comment.*
10. **Other Business**
11. **Next Board of Health Meeting**
    Friday, October 31, 2025, at 9:30 a.m.
12. **Adjournment**

Members: Please notify Megan Kujawa, at mkujawa@dhd10.org, if you are unable to attend the meeting to be excused. Please arrange for the alternate to attend if you cannot.

District Health Department #10

CRAWFORD COUNTY
501 Norway Street
Suite #1
Grayling, MI 49738
(989) 348-7800

KALKASKA COUNTY
625 Courthouse Drive
Kalkaska, MI 49646
(231) 258-8669

LAKE COUNTY
5681 S. M-37
Baldwin, MI 49304
(231) 745-4663

MANISTEE COUNTY
385 Third Street
Manistee, MI 49660
(231) 723-3595

MASON COUNTY
916 Diana Street
Ludington, MI 49431
(231) 845-7381

MECOSTA COUNTY
14485 Northland Drive
Big Rapids, MI 49307
(231) 592-0130

MISSAUKEE COUNTY
6180 W. Sanborn Road
Suite #1
Lake City, MI 49651
(231) 839-7167

NEWAYGO COUNTY
PO Box 850
1049 Newell Street
White Cloud, MI 49349
(231) 689-7300

OCEANA COUNTY
3986 N. Oceana Drive
Hart, MI 49420
(231) 873-2193

WEXFORD COUNTY
521 Cobb Street
Cadillac, MI 49601
(231) 775-9942

www.dhd10.org

healthdept10

Public Comment Rules

- District Health Department #10 Board of Health meetings will comply with the Open Meetings Act, PA 267 of 1976.

- District Health Department #10 Board of Health meetings public comment will comply with the public comment rules adopted by the Board of Health on February 21, 2025. They are as follows:

1. At each Board of Health regular meeting that is open to the public, there shall be a public comment period. It shall be held at the beginning of the meeting following the approval of the meeting agenda and previous meeting minutes, and after administration reports.

2. The first public comment is designated for topics on the agenda only. The second public comment is open for any public comment.

3. Any individual desiring to make a public comment shall be requested to first state their name for the record and request that they give their address to the secretary before leaving the meeting.

4. An individual is limited to three (3) minute time period per public comment. The individual is not limited to one topic.

5. An individual will not be allowed to speak more than once during a public comment period.

6. An individual may not transfer, reserve, delegate, or yield any public comment time to other individuals.

7. All public comments shall be directed to and through the Chairperson of the Board of Health. Individuals shall not directly address any other member of the public, other Board of Health members, or staff.

The Public Comment Rules have been incorporated with the posted agenda for each public meeting of the Board of Health so that they are readily available to each person who desires to speak at the meeting. The Board of Health expects that each person desiring to speak at the meeting will have read and will comply with these rules.