District Health Department No. 4
Board of Health Meeting
Conference Room, District Health Department No. 4,
825 South Huron Street, Suite 1 Cheboygan, MI
Tuesday, July 21, 2026 at 10:00 a.m.

ROLL CALL OF BOARD MEMBERS PRESENT:
Bray, Brietzke, Hamlin, Hardies, LaHaie, Newman, Tollini. Warfield

Absent:

Staff Present:

Engle, Konwinski, McNamara, and Scheele.

Public Present:

Kayla Wikaryasz, The Alpena News.

The meeting was called to order by Hardies at 10:01 a.m.

Agenda:

Motion by LaHaie with support from Hamlin to approve agenda. Ayes all, Motion carried.

Approval of Minutes:

Motion by LaHaie with support from Hamlin to approve the June 16, 2026 Board of Health minutes as presented. Ayes all, Motion carried.

Claims: June 18, 2026 through July 17, 2026:

Motion by Tollini with support from Brietzke to approve the Listing of Claims submitted from June 18, 2026 through July 17, 2026 totaling $497,203.34. Roll call vote. Ayes all, Motion carried.

Public Comment:

None.

Health Department Reports:

Environmental Health Director: Joseph Scheele, REHS

Scheele presented an update on open Sanitarian position and interview progress. Warfield inquired regarding Contractual Sanitarian update, and expressed that the contractual position is not a full time position, it is a part time position and that the full time position is a union position, he also stated that he wants to see Scheele continue to go out doing inspections, and that it builds a better department. Warfield thanked Konwinski and Engle for all their hard work.

Finance Director/Human Resource Director: Michelle Konwinski:

Konwinski presented the following:

1. Budget to Actual Revenues
2. Budget to Actual Expenses
3. Income Statement
4. Projected Statement of Cash Flows

The 2022, 2023, and 2024 Medicaid Cost Reports were not completed by previous Administration.

Medicaid cost based reimbursement is required and multiple attempts were made by the State to contact **previous** Administration.
Upon Konwinski being hired in 2025, she worked with the State for guidance and has worked hard to complete the 2022, 2023 and most recently Konwinski notified the Board that the 2024 Medicaid Cost Report is done and has been accepted.
Konwinski thanks Engle and the Board for the support while moving through the hard decisions.

Warfield stated regarding the Income Statement being in the positive and **not** deficit spending, great news for the Board and the Community.

Administrative Health Officer: Chelsea Engle, BSN, RN:

Engle discussed Accreditation preparations and Plan of Org requirement for board approval. Plan of Org components reviewed and current version will be presented at next meeting. Program updates, including Harm Reduction Administrator position and interview status reviewed, and an update on cyclosporiasis outbreak and wildfire air quality.

Engle also read Cavitt letter re: FY24 Audit and response. Commissioners supported response and extended an invitation for Cavitt to attend our open Board of Health meetings.

Old Business:

~~None.~~ Discussed Audit 2024 and 2025. Motion to amend minutes, Motion to remove None. and add Discussed Audit 2024 and 2025. by Tollini with support by Brietzke. Ayes all, Motion carried.

New Business:

None.

Public Comment:
None.

ADJOURNMENT: There being no further business to come before the Board, Motion by LaHaie with support from Bray to adjourn at 11:27 a.m. Ayes all, Motion carried.

Next meeting: Tuesday, August 18, 2026 at 10:00 a.m., Conference Room, District Health Department No. 4, 12480 State Street, Atlanta.

_____ _____

Mary Hardies, Chair Michael Newman, Secretary/Treasurer

_____

Jennifer McNamara, Recording Secretary