Minutes of the Regular Board of Health Meeting
Health Department of Northwest Michigan
10:00 a.m. June 2, 2026

Call to order: A regular meeting of the Board of Health was held at the Shirley Roloff Center on June 2, 2026. The meeting was called to order at 10:00 a.m. by Commissioner Hankins, Chairperson. Seven (7) members of the Board of Health were in attendance establishing a quorum.

Members in attendance, roll call: Commissioners Scott Hankins, Josh Chamberlain, Terry VanAlstine, Jason Helwig, Matt Koontz, Don Mapes, and Dana Wingo.

Members absent/excused: Commissioner Jonathan Turnbull.

Staff in attendance: Shannon Klonowski, Dr. Joshua Meyerson, Kevin Hartley, Janenne Pung, Jen Vollmer, Tim Hella, Jeremy Fruk, Olivia Van Elslander, Nate Damer, Susan Pulaski, Nichole Flickema, and Melanie Bosman.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF THE AGENDA
MOTION: Commissioner Chamberlain made a motion to remove DCN Evaluation under New Business from the agenda. Supported by Commissioner Wingo. Roll Call. Three (3) ayes. Commissioners Chamberlain, Wingo, and Koontz. Four (4) no. Commissioners Mapes, Hankins, VanAlstine, and Helwig. Motion failed.

APPROVAL OF THE MAY 5, BOARD OF HEALTH MEETING MINUTES:
MOTION: Commissioner VanAlstine made a motion to approve the May 5, 2026, meeting minutes as presented. Supported by Commissioner Helwig. Roll Call. All ayes. Motion carried.

PUBLIC COMMENT: Public comment was heard.

STAFF REPORTS
Shannon Klonowski, Health Officer – Oral and written reports were shared, State-wide Public Health Campaign, Together for Health.

Written reports:

- Joshua Meyerson, MD, MPH, Medical Director – Submitted a report on Evolving Use of Synthetic Kratom Products and Public Health Impact.
- Melissa Hahn, MPH, BA, RN, Director of Family Health - Submitted a report on Hearing and Vision Program.
- Jeremy Fruk, MSA., REHS, Director of Environmental Health – Submitted a report on 2026 Food Program Update.
- Jen Vollmer, MA LPC, Director of School Health– Submitted a report on Rural Health Transformation Funds.

Oral report:

- Janenne Pung, Director of Community Health, Susan Pulaski, Community Health Supervisor, and Nichole Flickema, Community Health Coordinator – Submitted an oral report on the Office of Highway Safety Program that the Health Department is working on in conjunction with the State Police.

PERSONNEL & FINANCE COMMITTEE

ACCOUNTS PAYABLE:

MOTION: Commissioner Koontz made a motion that the finance committee met to review the bills and employee expenses and would like for the full board to approve April 2026 bills in the amount of $513,082.69. Supported by Commissioner Helwig. Roll call. All ayes. Motion carried.

MOTION: Commissioner Koontz made a motion that the finance committee met to review the bills and employee expenses and would like for the full board to approve April 2026 employee expenses in the amount of $18,890.86. Supported by Commissioner Helwig. Roll call. All ayes. Motion carried.

COLA:

MOTION: Commissioner Koontz made a motion that the full Board of Health give approval to provide a 2.5% Cost of Living Adjustment for Health Department staff to be implemented in fiscal year 2027. Supported by Commissioner Mapes. Roll call. Six (6) ayes. Commissioners Hankins, VanAlstine, Helwig Mapes, Wingo, and Koontz. One (1) no. Commissioner Chamberlain. Motion carried.

PROGRAM & EVALUATION COMMITTEE:

None.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

DCN EVALUATION:

MOTION: Commissioner VanAlstine made a motion that the Board of Health terminate the dental services agreement between Dental Clinics North, the Non-Profit, and the Health Department of Northwest Michigan. Per the agreement, the 180-day written notice will be sent after the Board of Health meeting today. Supported by Commissioner Hankins. Roll call. Six (6) ayes. Commissioners VanAlstine, Helwig, Hankins, Mapes, Wingo, and Chamberlain. One (1) no. Commissioner Koontz. Motion carried.

JULY BOH MEETING VERIFICATION:

Commissioners confirmed that there will be a July 7, 2026, Board of Health Meeting at the Shirely Roloff Center.

PUBLIC COMMENT: Public comment was heard.

COMMISSIONER COMMENT: Commissioner comment was heard.

ADJOURNMENT

Commissioner VanAlstine made a motion to adjourn the meeting. Supported by Commissioner Chamberlain. Voice vote. All ayes. Motion carried. Meeting adjourned at 12:04 p.m. Tuesday, June 2, 2026. The fixed date and time for the next regular meeting of the Board of Health will be July 7, 2026, at 10:00 a.m. and this meeting will be held at the Charlevoix County Shirley Roloff Center.

Respectfully submitted,

Shannon Klonowski, Health Officer
July 7, 2026

Scott Hankins, Chairperson