



715 Green Road, Madison, IN 47250  
812 273-1942 Fax 812 273-1955  
Susan Stack, M.D., Health Officer  
Lindsey Wyne, Administrator

Regular session: January 22, 2024 at 6:00 p.m.

Board members present: Robin Waltz, D.V.M. (via video call); Mary Kay Butler, RN; Scott Murphy, M.D.; Adam Faulkner (via video call); Nathan Hall, M.D.; Cameron Willoughby, PharmD

Board members absent: None

Staff members present: Susan Stack, M.D.; Lindsey Wyne; Blythe Couch, R.N.; Kalyn Robison

Dr. Waltz called the meeting to order at 6:08 p.m. She welcomed new board member, Cameron Willoughby.

### **I. Minutes of Previous Meetings**

Mary Kay motioned to approve of the previous minutes; Dr. Hall seconded. The previous minutes were approved 6-0.

### **II. BOH Appointments**

New legislation gives County Council the ability to appoint a board member. The Council has appointed Cameron Willoughby. The last open spot on the board is left to the Mayor, who gives 3 suggested names to the Commissioners to make the final decision on appointment. The current open spot must be a Democrat or Independent. Independent board members cannot vote in primaries, per Pat McGrath. Dr. Waltz plans to email Pat McGrath with follow-up questions and concerns.

### **III. Organization of the Board**

Being the first meeting of the year, it was time to select the Chair and Vice Chair of the board. Adam nominated Dr. Waltz to remain as Chair, and Dr. Murphy seconded. Mary Kay called for a vote, and it passed 5-0. Dr. Waltz nominated Mary Kay as Vice Chair, and Adam seconded the nomination. Dr. Waltz called for a vote, and it passed 5-0. It will be written up and sent to the state.

### **IV. Health Officer Remarks**

Dr. Stack discussed Health First Indiana. Health First Indiana was developed and came from the Governor's Public Health Commission. The goal is to increase various health aspects across Indiana through this funding. Life expectancy and infant mortality rate are top priorities for the state. Indiana's life expectancy is average for the country. Indiana's infant mortality is above average compared to other states in the US. Cancer rates are high in Indiana, contributing to the lower life expectancy rates. The United States is doing a better job of treating cancer, but not preventing it. Dr. Murphy asked what our focus would be in Jefferson County. Lindsey explained that for this first year, we've focused on maternal and child health.

## **V. New Business**

### **A. Quarterly/Annual Reports**

#### **1. Public Health**

Covid numbers are up with more people getting sick during the winter. Many meetings were attended by staff. Clinics and hearing tests are still being provided to schools without a current school liaison.

#### **2. Emergency Preparedness**

There were many deliverables to meet this year for the grant. Blythe attended meetings and drills throughout the year.

#### **3. Food Service Safety Division**

Retail food inspections were up by 21 in the 4<sup>th</sup> quarter, but previous numbers were believed to be off. Temporary permits and inspections are down by 60 compared to the last quarter. There are fewer festivals this time of year so that was to be expected. Katlin attended more educational classes in 2023. The State is revising the food code leading to more training for food specialists across the state.

#### **4. Environmental**

Environmental report numbers are typical for this time of year, except for septic system field inspections. That number is up by 7 from last year due to a mild winter which allowed installations into December. The annual report added a new category, "Assist IDOH and IDEM". We've assisted them 16 times in 2023.

#### **5. Vital Records**

The birth count this quarter is similar to last year. This year we have fewer teen mothers which is an improvement to last year; 6 teen mothers compared to 11 teen mothers last year. Physicians are beginning to sign off on more death certificates at 83%. Updates to WinRecords have allowed deaths to be categorized by cause when recording. The annual report shows there have been fewer births reported in the last two years compared to 2021 and previously.

#### **6. Financial**

##### **a. Operating balance for Fund 1159**

The income for COVID vaccines and COVID administration fees went up significantly this quarter. Due to an error with county software updates, in November, the Assistant Administrator line was credited money and the Deputy Registrar line was given too much money. Everyone was paid appropriately despite those errors.

##### **b. Operating balance for Fund 1168**

The LPN and food specialist are being paid from Fund 1168.

##### **c. Operating balance for Fund 4999**

No changes have occurred to Fund 4999. This fund will need to be spent down this year.

##### **d. Operating balance for Fund 8105**

It was pointed out that December's wages were higher compared to other months due to three pay periods. This funding is ours and doesn't go away until it's spent down.

##### **e. Operating balance for Fund 8106**

Corrections were made in October to Social Security and PERF.

##### **f. Operating balance for Fund 8107**

Fund 8107 is waiting for deposits to replace spent funds.

##### **g. ARP balance**

ARP funds have been zeroed out. Funds were used towards a new server and security updates. This was a one-time fund and will not receive any more money.

#### **B. Moody Mobile Home Park**

After doing their own inspections, the City has reached out to the State concerning the condition of Moody Park. A meeting was held by the City with the Mayor, Lindsey, the city Coder Enforcer, and State employees, Kim Rowe and Mike Mettler in attendance. Typically the State has jurisdiction over mobile home inspections. LHDs are only required to do inspections if public health is in jeopardy. The City put in a formal request for an inspection. Mike New, Lindsey, and Kim Rowe went and looked through the 3 homes specified in the request for inspection. Following IC 16-41-20 for a building unfit, 2 of the homes passed inspection. The mobile park property owner does not own the house that failed inspection. The owner of the failed home cannot be reached, but the home is unoccupied. This house, as it sits, is an unfit dwelling. A report will be written up and sent to Pat McGrath, the county attorney. Kim Rowe suggested to the mobile park property owner to contact their attorney to start the process of removing the unfit dwelling.

#### **C. Give Kids a Smile**

This program gives out dental kits. We will be distributing these kits to 2<sup>nd</sup> graders throughout the county. Gayle Spaulding has offered to give presentations to students. Any leftover kits will go into school pantries for students who may need them. A fluoride varnish came with the kits and that will be given to the pediatric offices to administer.

#### **D. Stipends**

Through the HFI funding, Fund 1161, stipends were created to compensate for additional work to meet the core services and KPIs. Two stipends are also being funded through Fund 8106.

#### **E. HFI Budget**

Lindsey reviewed the HFI budget and plans for 2024. The HFI website breaks down each county's budget and updates it with any budget changes. The board and staff members began brainstorming ideas for the 2025 budget which is due June 1<sup>st</sup>.

#### **V. Old Business**

None

#### **VI. Public Comment**

None

#### **VII. Adjournment**

Mary Kay made a motion to adjourn, Dr. Murphy seconded, and the meeting was adjourned at 9:12 p.m.

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Susan Stack, M.D.  
Health Officer

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Robin Waltz, D.V.M  
Chairperson, Board of Health