



715 Green Road, Madison, IN 47250
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Susan Stack, M.D., Health Officer
Lindsey Wyne, Administrator

Regular session: November 17, 2025 at 6:00 p.m.

Board members present: Robin Waltz, D.V.M. (electronically); Mary Kay Butler, RN; Adam Faulkner; Nathan Hall, M.D., Gayle Spaulding, D.M.D., Cameron Willoughby, PharmD, Tom Lisle, OD

Staff members present: Susan Stack, M.D.; Lindsey Wyne; Kalyn Robison

Dr. Waltz called the meeting to order at 5:57 p.m.

I. Questions/Comments on Minutes

None

II. Approve Minutes

Dr. Hall motioned to approve the minutes; Faulkner seconded the motion. The minutes were approved 7-0.

III. Old Business

In the previous board meeting, the Board was presented changes to the fee schedule for septic and food services. Wyne proposed additional changes to the 2026 fee schedule.

These changes include:

Vital Records

- Home birth registration
- Paternity affidavit increased from \$25 to \$40

Food Safety

- Retail food permits (1-5 employees) increased from \$120 to \$200
- Retail food permits (6-10 employees) increased from \$200 to \$250
- Retail food permits (over 10 employees) increased from \$280 to \$350
- Bed and breakfast permits mimic the retail food permit pricing
- Temporary food permits are now \$50 per event; previously \$50 for one event, \$125 for 3 or more events
- Food establishment late fee, 50% of permit price

Environmental

- Septic installers increased from \$100 to \$150
- Septic permits increased from \$100 to \$200
- Operating permit, \$200 every 2 years
- Tattoo artist license increased from \$75 to \$100

Faulkner motioned to approve the proposed fee schedule changes, the motion was seconded by Dr. Lisle. The fee schedule changes passed with a 7-0 vote.

IV. New Business

A. Holding Tank Operations Policy

Recently more holding tanks have been installed. A holding tank operating permit policy will help ensure the tanks are being maintained properly. Wyne reviewed the operating permit policy. Butler motioned to approve the operating permit policy and application, and Dr. Spaulding seconded the motion. The policy and application were approved 7-0.

B. BOH Reappointment

Dr. Waltz is up for reappointment. Wyne discussed the reappointment process. According to Indiana Code, any reappointment is considered a vacancy. IC states 3 names are to be given to the commissioners for their vote to appoint. Faulkner motioned to reappoint Dr. Waltz. Willoughby seconded the motion, and the motion passed 6-0.

2026 Board Meeting Dates

2026 Board meeting dates were discussed. Meeting time will be changed to 5:30 PM. There was request by Willoughby to change August date to avoid scheduling conflict. Next meeting will be January 26, 2026.

V. Health Officer Remarks

Dr. Stack discussed new executive orders from Gov. Braun. RHT, Rural Health Transformation would help improve access and quality to healthcare in rural areas. Indiana's initiative for the RHT program is called GROW: Cultivating Hoosier Health. Dr. Stack reviewed the goals and initiatives laid out in these programs.

VI. Public Comment

None

VII. Adjournment

Faulkner made a motion to adjourn the meeting, the motion was seconded by Dr. Spaulding, and the meeting was adjourned at 7:14 p.m.

Susan Stack, M.D.
Health Officer

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