Spencer County Board of Health

Minutes January 14th, 2026

The quarterly meeting of the Spencer County Board of Health was called to order at 6:30 pm on Wednesday, January 14th, 2026, by Mike Sisley, Chairman of the Board.

The following Board Members were present for all or part of the meeting:

Katrina Erickson, Health Officer
Mike Sisley, Chairman
Arnold Braun, Vice-Chairman
Eric Kleeman
Jason Daming
Richard Thomas

The following Staff Members were present for all or part of the meeting:

Mindy Spinks, Registrar
Alyssa Swartzentruber, PHN
Tammy Graham, Food Ins
Greg Sermersheim, Environmental/Bldg.
Andrew Foster, Atty

The following Public were present for all or part of the meeting:

Introduction of new Health officer and Public Health Nurse

Mike Sisley introduced and welcomed the new Health Officer, Dr. Katrina Erickson, and the new Public Health Nurse, Alyssa Swartzentruber to the Health Department.

Election of Officers and Appointments of Legal Counsel

Mike Sisley called for nominations for Chairman and Vice-Chairman of the Board of Health for 2026. Richard Thomas made a motion for Mike Sisley to be the Chairman and Arnold Braun to be the Vice-Chairman. Eric Kleeman seconded the motion. All in favor. Motion carried.

Eric Kleeman was appointed for another 4-year term on the Health Board by the Commissioners at their reappointment meeting on December 30, 2025.

Andrew Foster, legal counsel, presented a new contract with the hourly rate of $ 195.00 per hour for 2026. Eric Kleeman made a motion to re-appoint Andrew Foster as Legal Counsel for the Health Department for 2026. Arnold Braun seconded the motion. All in favor. Motion carried.

The Health Board set the Quarterly meeting dates for the rest of the 2026 year. They are April 8th, June 10th and October 14th, 2026. Jason Daming made a motion to approve the board meeting dates as set for the 2026 year. Eric Kleeman seconded the motion. Motion carried.

Minutes

Mike Sisley asked if there were any additions or corrections to the minutes of the previous meeting on October 8th, 2025. There were no additions or corrections to the minutes as presented. Arnold Braun made a motion to accept the minutes as presented. Jason Daming seconded the motion. All in favor. Motion carried.

Staff Reports

Members reviewed the staff reports from the 4th quarter and Mike Sisley asked if there were any questions. Jason Daming made the motion to approve the staff reports as read. Richard Thomas seconded the motion. All in favor. Motion carried. It was also pointed out that there was a section added for Dr. Erickson to submit or discuss Health Officer topics under the staff reports.

Old Business

- Mike stated that the Commissioners had approved the holding tank permit fees. Richard Thomas asked for verification on the fertilizer plant. Greg Sermersheim, Environmental Inspector, verified that Superior Ag has a Commercial Holding Tank permit and that he would be doing inspections of it for compliance. Greg stated that he is involved in a lot of the work being done there and has been out weekly to see progress.

- Mike asked Tammy Graham, Food Safety Inspector about the HBV & Mobile unit food code classes that she presented. Tammy stated that she had two classes and that the restaurants did not really respond but she had the owners of mobile units and home-based vendors attended.

- Mike Sisley stated that the department has the credit card now and that it is in use.

New Business

- Mike Sisley stated that the Liaison for South Spencer Schools had resigned. Mindy Spinks, Office Manager, stated that she had reached out to the school to let them know they can proceed to look for someone else to fill the role of Liaison. She had not heard back. There was a short discussion over the Health Department letting the school take the applications and choose the candidate that would best fit the role.

- Mindy Spinks, Registrar, stated that the IDOH will no longer provide Burial Transit Permits in the triplicate form. The IDOH has made available on the Vital Records SharePoint site a BTP form for the local health departments to use. The health departments will now be responsible for printing, numbering, tracking and retention of the permits. The local departments will provide BTP and Fetal Burial Transit Permits to stakeholders within their jurisdiction.

- Mike gave an update on the HFI funding that the Health Department receives. He stated that there had been a county that opted out of the funding. The funding that they would have received was then distributed among the other counties. Spencer Countys portion was $1417.83.

- Tammy Graham gave an update on the new Bed and Breakfast Ordinance. She stated that the Inspectors will now have to inspect hot tubs and pools if they have them. Mike asked what type of complaints they received. Tammy stated that when she receives a complaint it is usually because someone has gotten sick. She stated that she will go and do an inspection of the establishment and then do follow-up inspections to make sure they are complying.

- Mindy Spinks gave an update on HFI funding. She stated that she was doing an encumbrance to carryover funding from 2025 year to the 2026 to cover the Helmer vaccine unit's maintenance in the amount of $ 2130.00. The 2025 budget was a larger amount than what we were appropriated in 2026. She stated that depending on amounts awarded we would be looking at doing an additional to cover the maintenance cost in the future.

  Mindy Spinks and Alyssa Swartzentruber presented an incentive idea for review. They would like to purchase 45 Gerber onesies at an estimated

cost of $100.00 and have "THIS SIDE UP" printed on the front of the onesies. This would be offered as an incentive for the 2-month, 4-month and 6-month vaccinations when parents bring the infants in and stay on schedule. It also supports one of the main 3 Core Service areas the department is focusing on, Childhood Immunizations and supports Maternal and Child Health core service area. The Public Health Nurses offer education and information for Safe Sleep to the parents when the infants are brought in for vaccinations. That is where the logo of "THIS SIDE UP" printed on the front of the onesies comes in. Mindy stated that she called a local print shop and the logo could be printed for $2.00 apiece. (est. $ 90.00) All together a cost of roughly $200 to $250. It was discussed that this is allowed under the HFI funding because it supports cores services and fits inside a program. Arnold Braun made a motion to approve the purchase. Eric Kleeman seconded the motion. All in favor. Motion carried.

Jason Daming made a motion to adjourn. Eric Kleeman seconded the motion. All in favor. Motion carried. Meeting adjourned at 7:00 pm.

The Next Health Board Meeting will be April 8th, 2026