

Health Board Minutes

January 20, 2026

Members' Present:

Thomi Elmore

James Zimmerly

Cynthia Rose

Catherine Rountree

Staff Present:

Michael Conway, Health Officer

Melissa Stinson-Waddell

Addison Volbrecht

Seleah Settle

Jennifer Heller

Ernie Reed

Call to Order

Meeting called to order at 5:00pm.

Open Nominations and Elections for Officers:

The Board Members voted for Chair, Vice Chair and Assistant Health Officer.

Motion: To approve Thomi Elmore as Board Chair. **Action:** Approve. **Moved by:** James Zimmerly. **Seconded by:** Cynthia Rose. Motion passed unanimously.

Motion: To approve Cynthia Rose as Vice Chair. **Action:** Approve. **Moved by:** Catherine Rountree. **Seconded by:** James Zimmerly. Motion passed unanimously.

Motion: To approve Michael Day as Assistant Health Officers. **Action:** Approve. **Moved by:** Cynthia Rose. **Seconded by:** James Zimmerly. Motion passed unanimously.

Approval of minutes November 18, 2025:

Minutes were distributed via email with hard copies provided to Board Members.

Motion: Minutes were read and approved by all members present with the changes in fixing spelling errors. **Action:** Approve. **Moved by:** Cynthia Rose. **Seconded by:** James Zimmerly. Motion passed unanimously.

Dr. Priscilla Barnes: IU Air Quality Study and Review of Health Needs Assessment

Dr. Barnes went over the highlights of Health Needs Assessment and the printed version that is now available for distribution to the Brown County Leaders and Residents. She spoke about the different people that were involved in putting the Health Needs Assessment together including some of the staff From the Health Department. She went over some of their Community Academic Partners shared members of the Community took the survey and they had listening sessions in 2025. Now the data has been collected from the Health Needs Assessment they can make policies, programs, procedures and new partnerships to help fix items things that were revealed from the Health Needs Assessment. There is an adapted version of the Health Needs Assessment in the power point to help continue to educate and inform the community on why it's important to have a Health Needs Assessment.

A collaborative group known as Group 77 is working to strengthen both its own efforts and those of other community organizations, focusing on improving existing resources rather than creating new groups. IU Health is also partnering with the Health Department and other participants from the Health Needs Assessment to create a community resource booklet. This booklet will include information gathered from both current organizations and new contributors.

The group plans to meet on February 23rd from 2:00–5:00 PM to continue developing the Community Health Improvement Plan (CHIP).

The Air Quality study has started, and Dr. Barnes will be back for the March Meeting to update the Board.

Front Office: Melissa Stinson-Waddell and Addison Volbrecht

Report distributed via email with hard copies provided to Board Members.

Grow:

The State of Indiana received \$207 million, and the IDOH instructed all qualifying health departments to complete the required forms and submit them in order to secure a “seat at the table.” GROW is a program designed to support rural communities in improving wellness where people live by expanding community-based services and telehealth. This allows rural residents to access care without needing to travel long distances. The program aims to bridge the gap between rural clinics and specialized care through stronger data coordination, while also cultivating a new generation of rural clinicians by removing financial barriers, offering more training opportunities, and ensuring that lifesaving care is always within reach.

GROW is a grant-based initiative, and only certain rural counties are eligible to apply. The Health Department and IU plan to partner with the Health Needs Assessment team, with the hope that this collaboration will strengthen our application and increase the likelihood of bringing grant funds into our community

Discussion over Dollar Charge fee for paper copies:

Motion: To change from \$1.00 a page to 10 cents for black and white per page, 25 cents for color per page. **Action:** Approve. **Moved by:** Catherine Rountree. **Seconded by:** Cynthia Rose. Motion passed unanimously.

Birth/ Death Book:

The Front Office made a request to bring back recording births and deaths in the books to create a paper record in Brown County.

Motion: To approve using the birth and death books. **Action:** Approve. **Moved by:** Cynthia Rose. **Seconded by:** James Zimmerly. Motion passed unanimously.

Executive Session Request:

The health department administrator, Melissa Stinson-Waddell, made a special request for the board to hold an executive session and a work session in February to discuss emergency preparedness and upcoming employment changes. Administrator Waddell explained the need for an additional work session is due to recent changes involving Reedy Financial Group and the Brown County Council related to the 1160 and 1159 funds. The Brown County Health Board scheduled the requested meetings for February 3rd at 2:00 PM.

Awards:

The department submitted an application for two awards from the IDOH for Outstanding Health Departments, The first we applied for was for Local Public Health Community Partnership. The second one is given to the Local Health Department that has shown significant improvement in gains in core service delivery through previous years, which reflects efforts from 2025.

Emergency Preparedness: Corey Frost

Report distributed via email with hard copies provided to Board Members.

Nursing: Seleah Settle

Report distributed via email with hard copies provided to Board Members.

Wellness Group:

The school corporation had a wellness program meeting that the nurses attend. The school nurse had previously started the Wellness Program, she left for a few years, came back and is really trying to get this running again. It's a school-based wellness that is required through their nutrition program; the main focus is to work on providing better nutrition for the students.

Unwanted medication is asked about frequently, we do not take the medication the Sheriffs Department has a drop box, and we just have deactivator bags. The nurses were able to give all the school's life vac kits for choking last year.

Environmental Health: Jennifer Heller and Tiffany Petit

Report distributed via email with hard copies provided to Board Members.

The fee schedule was not adopted in the Tattoo Ordinance the attorneys are working on how to intergrade that in.

Environmental Health: Ernie Reed and Erin Heller-Crowell

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The board requested that they change the formatting on their report so it's easier to read.

Office Reports

Motion: To approve Board Reports. **Action:** Approve. **Moved by:** James Zimmerly.

Seconded by: Catherine Rountree. Motion carried unanimously.

Roll Call Vote

Motion: To adjourn meeting at approximately 6:30pm. **Action:** Adjourn. **Moved by:** James Zimmerly. **Seconded by:** Cynthia Rose. Motion carried unanimously.

Addendum

Michael Conway, Health Officer

The legionnaires disease there is 1 reported case, ER talked about it at his first visit. He is currently under investigation of it coming from his work, but the State is taking over because we do not have jurisdiction in his work. It is only contagious through water, heating or air.

Roll Call Vote

Motion: To adjourn the meeting at approximately 6:40pm. **Action:** Adjourn. **Moved by:** Catherine Rountree. **Seconded by:** James Zimmerly. Motion carried unanimously.