

## Health Board Minutes- Work Session

February 25, 2026

### Members' Present:

Thomi Elmore

Cynthia Rose

James Zimmerly

Catherine Rountree

Linda Bauer

### Staff Present:

Michael Conway, Health Officer

Melissa Stinson-Waddell

Addison Volbrecht

Tiffany Petit

Corey Frost

### **Call to Order**

Meeting called to order at 4:00 pm.

### **Front Office: Melissa Stinson-Waddell**

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

### **Health Officers:**

The board was presented with the Local Board of Health Membership Roster which has their names, credentials, phone numbers, emails, addresses, term dates, appointing body and political party affiliation, this form must be submitted to the Newspaper and the State of Indiana. They were asked to review and inform the Front Office if anything needed changed, James Zimmerly asked for his credentials to be corrected to remove MBA.

### **Assistant Health Officer:**

**Motion:** To approve Timothy Hodges as the Assistant Health Officer. **Action:** Approve.

**Moved by:** Linda Bauer. **Seconded by:** James Zimmerly. Motion carried unanimously.

### **HFI Funds:**

The Front Office is working on transferring money around in the HFI which means we will be carrying over 2025 to 2026 along with the carry over of 2024 to 2026 to cover the Environmental Specialist positions, this was voted on and completed. Council went back in and adjusted the budget lines they adjusted us \$76,586.42 more than we were allotted from IDOH, IDOH gave us \$91,740.58. This is why it's a good thing we are moving money

from 2024 and 2025 because we must match that. The money has already been given to us and has been voted on by council putting us at \$168,327.00 for the year, this needs to be approved by the Board. They made the School Liaison position full-time instead of part-time, this is where the differences come from. They also approved the Environmental Specialist position as \$41,953.60 these two differences are what make us carry over money. From this position moving up more money needs to be added to Social Security, Medicare and PERF, so money will be left over from this, and we plan to use it for the \$16,196.75 as payout for when someone who retires comes back to work a few hours.

**Motion:** To move \$76,586.42 2025 money to 2026 money as a total of \$168,327.00 2025 to be used. **Action:** Approve. **Moved by:** James Zimmerly. **Seconded by:** Catherine Rountree. Motion carried unanimously.

### **1159:**

The board was given the 1159 budget to look at because we were the only department that cut the 5% that the State had asked for so when they went to put it into DLGF they gave us back our \$6,650.00, but now there is a new Salary Ordinance that has not been approved yet so we are waiting for final approval from the Commissioners at next Thursday's meeting. So, the board has been asked to study over the new budget and wait till next meeting to approve the changes.

### **Emergency Preparedness: Corey Frost**

The Emergency Preparedness person talked about how the job description needs to have changes made to it due to him continuing to do some of the duties on the job description or things that will not be required anymore for this position. One thing that was highlighted was council approved it to be full-time when the old Emergency Preparedness person served as a District level employee if that were to ever go away if was said in their minutes it would need to be converted to part-time. The Public Training institute would also be removed since the old Emergency Preparedness person would continue to run this.

### **Michael Conway, Health Officer**

No one else has been seen about Legionella, no other cases have popped up and no outbreak. He said if anything changes he will update the board.

### **Roll Call Vote**

**Motion:** To adjourn the meeting at approximately 4:10pm. **Action:** Adjourn. **Moved by:** Linda Bauer. **Seconded by:** James Zimmerly. Motion carried unanimously.