

WARRICK COUNTY
BOARD OF HEALTH
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KATHERINE CLODFELTER, RN TAYLOR FAUERBACH, RN JACOB GREEN LEIGH ANN HOLDER, RN.
MELANIE LUTZ, NP. TONY O'NEAL, NRP

**MEETING OF THE WARRICK COUNTY BOARD OF HEALTH JULY
9TH, 2025 AT 4:00 P.M.**

The Warrick County Board of health met for their scheduled board meeting July 9th, 2025 at 4:00P.M. in the Commissioners Meeting room in the historic courthouse at 107 W. Locust St. Boonville, IN 47601.

Board members present at the meeting included Mrs. Melanie Lutz, Mrs. Taylor Fauerbach, and Mrs. Leigh Ann Holder, and Mr. Tony O'Neal.

Board Member	Presence or absence
Taylor Fauerbach	Present
Leigh Ann Holder	Present
Melanie Lutz	Present
Tony O'Neal	Present
Jacob Green	Absent
Katherine Clodfelter	Absent

Approval of Meeting Minutes

Meeting Minutes from last meeting were approved.

Old Business

Parrish and HIMS Program

Mrs. Juli Shade informed the Board that there is a meeting set up the following Monday with Dan from Parrish to go over the program with staff.

New Business

Emergency Preparedness Contract

Attorney Aaron Allen speaks for this item, stating that originally the Health Department had received a recommendation from the Emergency Preparedness Coordinator for Gibson County. Matthew Goebel, Director of Warrick County EMA, proposed taking over since he will be on-site doing his other duties. Matthew will be unpaid, allowing the Warrick County Health Department to use the left-over funds from the Emergency Preparedness Grant. Juli Shade explains that she spoke with Matthew and explained that the Emergency Preparedness Grant is separate from EMA. These funds are for the Public Health, and will be used by the Health Department to purchase supplies needed for the Emergency Preparedness Coordinator. Attorney Aaron Allen explains to the Board that the commissioners have already approved this item via consensus vote, therefore the Board can approve this item. Motion to approve, those in favor, motion passed.

Mrs. Leigh Ann Holder asks about the purchasing process for the use of these grant funds. Attorney Aaron Allen explains that it will go through the normal purchasing policy.

Attorney Aaron Allen states that going forward, like with the Vanderburgh County contracts, the goal is to have the paperwork upfront, example being a contract with the dollar amount and scope of service for the Board to approve something in physical writing to then go to the commissioners for approval. Mrs. Juli Shade explains that she will talk about this item because the Council has taken the Vanderburgh County contracts off of the table due to them being realigned.

Mrs. Debbie Bennett-Stearsman states that the Emergency Preparedness grant budget states that there is \$20,000 budgeted to personnel, therefore a modification will need to be approved to use it for supplies and/or equipment.

Mrs. Melanie Lutz asks if the Health Department is caught up with Emergency Preparedness. Juli Shade states that she does not know and will need to look into it, but she thinks there is a plan for the Health Department that the previous Emergency Preparedness Coordinator created. Mr. Tony O'Neal states that there have been two drills, one for Emergency Preparedness and one for EMA and emergency responders, but he thinks those plans have already been written and may have to be modified to fit the Health Department.

Social Media Policy

Attorney Aaron Allen states that Dr. Kahre and Juli Shade looked at other county's and put together a policy that was sent to him for review. Aaron then states that he thought maybe this should be sent to the commissioners to see if they want to do a countywide policy for other departments. Aaron states that the policy has been sent to the commissioners, but he has not heard anything back. Mrs. Melanie Lutz then asks if the department is going to wait for the commissioners to put a policy in place. Juli Shade explains that they are just letting the Board know that they're working on a policy. Attorney Aaron Allen states that the department can still work on the Facebook Page, as long as it is kept hidden, and once the policy is in place, it can be activated and posted on. Tony O'Neal states that he thinks a countywide policy is a great idea.

Staff Reports

Health Officer-Dr. Kahre

Dr. Kahre lets the Board know that the Warrick County Health Department website has been updated and it is now live. She explains the set up of the page to the Board. Attorney Aaron Allen mentions that a new law went into effect requiring that if a department has a website, it is to list all of the Board Members, who appointed them, and their term. Dr. Kahre states that this information will be added. Dr. Kahre informs the Board that she is starting to collect dates for National Nights Out and back to school days. Sarah Godshall, Public Health Nurse, provided Dr. Kahre with these dates. Dr. Kahre states she will pick various dates within the county for the department to attend. Items have been ordered to be handed out at the Warrick County 4-H fair, including mosquito dunks, mosquito bracelets, sunscreen packets, sleep sacks, pack and plays, and car seats. Dr. Kahre states that these items will be handed out at the 4-H fair as well as the Warrick Hospital event. Dr. Kahre states that she is going to try and have a car seat technician at the hospital event so the department can offer car seats and they can be properly installed.

Contract Administrator/Finance-Juli Shade

Mrs. Juli Shade explains to the Board that the Council approved the changes to the 2025 HFI budget, stating this will now allow the department to start working in partnerships. With the purchase of items for the 4-H Fair and Warrick Hospital event, the Health Department is moving forward with providing services to the Chronic Disease and Trauma Prevention KPIs. Juli states that the new Health Department Administrator will be starting on the following Monday. Mrs. Melanie Lutz asks if Juli has an orientation pack or an idea of what she is going to be doing with the new administrator. Juli states that yes, she would like to have the new administrator working on budget items and financials. Juli also states that she would like for the new administrator to sit with the staff to see what they do and how the department runs. Juli asks the Board if the window decal at the Liberty Blvd. address can be removed. States that the company who installed it will remove it, but it will cost \$120 an hour. Mrs. Debbie Bennett-Stearsman states that there are still funds available that were not spent on signage for the Health Department at that location. Mr. Tony O'Neal makes motion to get the contractor to remove the window decals, those in favor, motion approved.

Mrs. Melanie Lutz asks Juli how to move back to the Old Courthouse went. Juli states that the staff is doing well and adjusting. Melanie Lutz asks if there is anything that the department needs, to which Juli states that once the department provides STI testing, a private restroom will be needed in the Nurse's Office. Attorney Aaron Allen asks if the STI testing will be via Vanderburgh County contracts, Juli says no that will be taken away. The WCHD will be providing the testing, the Vanderburgh County contract will be temporary until staff has proper training.

Attorney Aaron Allen asks to talk about the Vanderburgh County contracts. Mrs. Juli Shade explains that the item was removed from the Council meeting agenda, because they are only needing to provide STI services and Pre-to-Three services. Juli, Aaron, and the Board have a short discussion on moving forward with the Vanderburgh County contracts and getting those restructured. Mrs. Taylor Fauerbach mentions for Juli to look into the RFA for the FEMR dollars from the State.

Administrative Assistant-Sydney Little

No updates.

Vital Records-Jackie Ramsey

No updates.

Food Sanitarian-Tina Latham/Katrina Sizemore

Juli Shade gave the report for this division.

On June 26th, 2025, one of the restaurants in Warrick County had a grease fire in the kitchen. Dispatch called the Health Department out, to which the restaurant had to close to make sure the hood vent was properly working. Restaurant reopened the following Friday. A few restaurants had been fined due to repeated violations. Juli states that her and Dr. Kahre are going to plan on making a trip to one of the restaurants to help get issues figured out.

General Sanitarian-Angelina Pribble

No updates.

Public Health Nurse-RaGina Hudson and Sarah Godshall

In the office, Mrs. Sarah Godshall states they saw 20 patients and gave a total of 45 vaccines.

Administered 15 TB Skin Tests at Kingergate in Newburgh. Continuing treatment for active TB disease and infection, 12 home visits for those patients. Continuing medication pick ups for TB patients.

Communicable Disease reporting is being followed. Spoke with Dr. Kahre about animal bites. Due to an increase in animal bites, Sarah states that some information will be handed out at the office and 4-H fair in hopes to decrease those numbers. Traveled to Carmel, IN for the Public Health Nursing Conference on June 24th, 2025. On June 27th, 2025 Sarah attended the Warrick EMA and LAPC annual drill.

Client Relation Manager-Chris Crowe

No updates.

Attorney Aaron Allen mentions Dr. Paul Perry resigning due to the other position he is holding, and his term ended for the replacement that he took. Mr. Allen advises the Board to reach out to the commissioners regarding Dr. Perry and Mrs. Kathy Claudfelter's positions. Aaron reminds the Board that there has to be a certain number of members from the political parties. Mr. Allen recommends that the Board make a motion recommending both Mrs. Claudfelter and Dr. David Whitney to be appointed by the commissioners, and ask Debbie Bennett-Steersman to add this item to the Commissioner's meeting agenda. Those in favor, motion approved.

Melanie Lutz asks if the Health Board meetings need to continue monthly, Juli shade says that we can go two months between each meeting. Board agrees, next meeting will be held September 10th, 2025.

Adjournment

Mrs. Melanie Lutz then entertained a motion to adjourn the meeting as all items of business had been addressed. Mr. Tony O’Neal made a motion to adjourn the meeting. Mrs. Leigh Ann Holder seconded the motion and the motion was approved.

Board Member	Yes or No Vote
Taylor Fauerbach	Yes
Leigh Ann Holder	Yes
Melanie Lutz	Yes
Tony O’Neal	Yes
Jacob Green	
Katherine Clodfelter	

Minutes prepared and respectfully submitted by Sydney Little, Administrative Assistant for Warrick County Health Department.