

**Christian County Health Department  
Meeting Minutes  
01/28/2026**

- I. Call to Order:** Dr. Leslie DeVore on January 28, 2026, at 6:05pm
- II. Pledge of Allegiance**
- III. Roll Call:** Dr. Sowle, Dr. Yociss, Dr. Gill, Vicki McMahon, Dan Held, Dr. Ben Sowle  
Absent: Dr. Gill and Janet DeClerk

Recognized the resignation of Lindsey Fox and acknowledged her years of service with the Board.

a. Secretary

Motion was made by Dr. Sowle to nominate Janet DeClerk for the position of Secretary. Motion as seconded by Vicki McMahon. Seconded by Dr. Sowle  
Motion passed.

Motion was made to move the funding discussion with the Christian County Treasurer by Dan Held. Seconded by Vicki McMahon Motion passed.  
Discussion about CD and cash on hand for the health department. The Board requested that Dr. Anderson get information for the County Auditor and bring it back to the board.

**IV. Approval of previous meeting minutes:**

**A. CLOSED – August 20, 2025**

Motion was made to approve the minutes from the previous meeting with no changes by Vicki McMahon. Seconded by Dr. Sowle. Motion passed.

**B. November 24, 2025**

Motion was made to approve the minutes from the previous meeting with no changes by Vicki McMahon. Seconded by Dr. Yociss. Motion passed.

**V. Public Comment:**

No public comment

**VI. Reports:**

**A. 2025 Annual Report**

Discussed the various components of the Annual Report as required by statute.

**B. Financial Report**

1. Discussed and reviewed statement of monthly revenues and expenditures.
2. Discussed and reviewed YTD revenues and expenditures.

Motioned to approved financial report by Vicki McMahon. Seconded by Dr. Yociss. Roll Call: Dr. Sowle Y, Vicki Y, Dr. Yociss Y, Dan Y, and Dr. Leslie Y. Motion passed.

**VII. Personnel Update:**

**A. No report**

**VIII. Notification and Approval of Claims:**

- A. New cleaning service. Motion to hire the new cleaning service by Vicki McMahon. Second by Dr. Sowle. Seconded by Dr. Yociss. Roll Call: Dr. Sowle Y, Vicki Y, Dr. Yociss Y, Dan Y, and Dr. Leslie Y. Motion passed.

**IX. Unfinished Business:**

- A. 60<sup>th</sup> Anniversary - Discussed staff celebration ideas for the upcoming anniversary. Ideas ranged by time capsule, 60<sup>th</sup> anniversary swag, and video. Board requested that Dr. Anderson ask staff what they would like to do and bring final suggestions back to vote on.

**X. New Business:**

- A. Updated Fees – Discussed the fee on well water test kits as the price increased from Pace Labs. This increase would be needed because the lab increased their fees to us. Motion was made to increase the well water test kits by \$2 per test and offer a water lead test kit for the same price. Motion made by Dan Held. Seconded by Vicki McMahon. Roll Call: Dr. Sowle Y, Vicki Y, Dr. Yociss Y, Dan Y, and Dr. Leslie Y. Motion passed.
- B. Kiosk Payment System Discussion about the payment method on the new health department kiosk. Motion was made to move forward with a payment system to be set up in conjunction with the County Treasurer’s Office by Vicki McMahan. Second by Dan Held. Seconded by Dr. Yociss. Roll Call: Dr. Sowle Y, Vicki Y, Dr. Yociss Y, Dan Y, and Dr. Leslie Y. Motion passed.
- C. IPLAN incentives – Board discussed some potential incentives for staff members to assist with IPLAN survey responses. Board suggested if Dr. Anderson can return with at least 300 surveys completed they can look at getting gift cards for staff. If this were successful, then discussion on potential next incentive would happen. No motion was made.

- D. Administrator Review - Dr. Anderson's annual evaluation will need to be completed. Dr. Anderson provided the staff responses, and Dr. DeVore will send out the information via email.
- E. Inspector Survey – Dr. Anderson provided the Board with the annual inspector survey. Discussion from the board noted that the survey provider another year of good feedback. Dr. Anderson will redact any names and post the survey on the health department website.
- F. Recommendation from the State on Unapproved Food Additives – Dr. Anderson provided a letter that was given by IDPH to help address Kratom product and THC additives. These are not approved food sources under the current FDA food code. This letter would just be letting establishments know it is not allowed, and suggest they do not sell these products in their establishments. Dr. Anderson just wanted to let the board know, as well in case the board members received calls about the letter, they could be aware as to why CCHD is sending it out. Board approved the letter be sent out.

**XI. Executive Session:** - No closed session

**XII. Other Matters or Updates before the Board**

**XIII. Adjournment:**

-Motion to adjourn meeting by Vicki McMahon. Seconded by Dr. Sowle. Motion carried

Meeting adjourned at 8:03pm.