



**BOARD/COMMISSION: Board of Health**

**DATE: 5/23/2024, at 11:00 AM**

**DIRECTIONS: Fishers City Services Building 3 Municipal Drive**

The public may [stream the meeting online](#). Members of the public may [submit comments online](#).

1. **Meeting Called to Order**
2. **Announcements**
3. **Consent Agenda**
  - a. Request to approve the previous meeting memoranda: Meeting Minutes 3-28-24.
4. **Regular Agenda**
  - a. **R052324** – Request to approve resolution appointing a health officer.
5. **Regular Items - Any other Unfinished / New Business**
6. **Regular Items - Meeting Adjournment**



**BOARD/COMMISSION:** Board of Health

**DATE:** 3/28/2024

**DIRECTIONS:** Fishers City Services Building, 3 Municipal Drive, Fishers, Indiana 46038.

**REGULAR BOARD OF HEALTH, 11:00 a.m., City Services Building, City Court Room**

**1. Meeting Called to Order:**

- The meeting was called to order at 11:12 a.m. by Scott Fadness. Board members: Karen Collins, Sal Magliore, Scott Fadness, Shobana Pandian, Michelle Saysana were present.
- Staff present/Legal: Monica Heltz, Josh Robinson, Tracy Gaynor, Jake Reardon McSoley, Dan Stuart, Kari Adriano, and Chris Greisl participating virtually via Teams.
- Members of the public were able to submit comments to the Board via form submission. No public comments were submitted.

**2. Announcements:** None

**3. Presentations:** None

**4. CONSENT AGENDA**

**4a.** Request to review the previous meeting memoranda: [Meeting Minutes 12-07-23](#).

- Karen Collins made a motion to approve the consent agenda. Shobana Pandian seconded the motion. There was no remonstrance and the motion passed 5 in favor, 0 opposed.

**5. AGENDA**

Health Department Update - [Presentation](#)

- Program Highlight – Food Protection with Dan Stuart
- Communication/Marketing Updates
- Annual Report (draft)
- Contract/Grant Proposals

**6. REGULAR ITEMS**

**7.** Any other Unfinished / New Business

**8.** Meeting Adjournment

- Karen Collins made a motion to adjourn the meeting. Michele Saysana seconded the motion.
- There was no remonstrance and the motion passed 5 in favor, 0 opposed.
- The meeting was adjourned at 11:54 p.m.

This meeting was recorded at <http://tinyurl.com/CityOfFishers>

Respectfully Submitted,

Kari Adriano, Board Clerk

**RESOLUTION No.: R052324**

**A RESOLUTION OF THE CITY OF FISHERS, HAMILTON  
COUNTY INDIANA, BOARD OF HEALTH APPOINTING A HEALTH  
OFFICER AND TAKING CERTAIN ACTIONS RELATED THERETO**

WHEREAS, on or around April 24, 2020, the Common Council for the City of Fishers, Hamilton County, Indiana (“City Council”) approved Resolution 042420, establishing the City of Fishers Health Department (“Enabling Resolution”) in accordance with the Local Health Department Act, Ind. Code §16-20, *et. seq.* (the “Act”);

WHEREAS, in accordance with the Act, the Fishers Health Department (the “Department”) operates as an agency of local government administratively responsible to the Mayor in accordance with Ind. Code §16-20-1-2;

WHEREAS, the Department is managed by a board of health in accordance with Ind. Code §16-20-4-6 (the “Health Board”);

WHEREAS, the Health Board has the powers and duties prescribed for all local health boards in accordance with the Act, which include, among other duties, (i) taking any action authorized by statute or rule of the state department to control communicable diseases, (ii) making sanitary and health inspections to carry out the purposes of the Act, and (iii) investigating the existence of any contagious or infectious disease and adopting measures to arrest the progress of any contagious or infectious disease;

WHEREAS, subject to confirmation by the City Council, a health officer shall be appointed (the “Health Officer”), who shall (i) serve as the executive officer for the Health Department, (ii) serve as secretary of the Health Board, and (iii) perform all duties required by the Act;

WHEREAS, among other responsibilities, the Health Officer shall (i) attend meetings of the state department for consultation concerning any public health matters, (ii) collect, record, and report to the state department the vital statistics for the City, (iii) be the registrar of births and deaths, (iv) enforce the health laws, ordinances, orders, rules, and regulations of the Board and superior boards, and (v) order schools and churches closed and forbid public gatherings when considered necessary to prevent and stop epidemics;

WHEREAS, in accordance with Ind. Code §16-20-1-9.5(a), in order to serve as the local health officer, an individual must (i) be a physician licensed under Ind. Code §25-22.5; or (ii) have at least (a) a master’s degree in public health, and (b) five (5) years of experience in public health;

WHEREAS, if the Department wants to employ a local health officer who is not a physician, but meets the requirements of Ind. Code §16-20-1-9.5(a)(2), the Department must (i) obtain the approval of the city executive; and (ii) upon obtaining the approval of the city executive, submit a request to the executive board of the state department (the “State Board”) for approval to employ the individual;

WHEREAS, the Health Board now desires to recommend the appointment of Monica Heltz, DNP, MPH, APRN, FNP-C, RN as Health Officer of the Department, subject to further proceedings as required under the Act; and

WHEREAS, the Department shall enter into a certain Agreement (“Agreement”) for Medical Direction and Supervision Services with Community Health Network, Inc. (“Community”) to provide medical direction and medical control for the Department’s public health services in accordance with the terms of the Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Fishers, Board of Health, meeting in regular session as follows:

- Section 1.** The Health Board hereby appoints Monica Heltz, DNP, MPH, APRN, FNP-C, RN as Health Officer of the Department, who shall serve a 4-year appointment in accordance with the Act, subject to confirmation by the City Council and State Board.
- Section 2.** The Health Board hereby finds that Ms. Heltz meets the requirements to serve as Health Officer in accordance with Ind. Code §16-20-1-9.5(a)(2), as further described in Exhibit A, which is attached hereto and incorporated herein.
- Section 3.** The Mayor has approved the appointment of Monica Heltz to serve as Health Officer of the Department, as further described in Exhibit B, which is attached hereto and incorporated herein.
- Section 4.** The Health Board hereby authorizes the Mayor and Health Officer to enter into the Agreement, and take any and all actions necessary to effectuate its intent.
- Section 5.** The Health Board hereby authorizes Ms. Heltz, the Mayor, and legal counsel to submit this appointment to the City Council and State Board for their respective confirmations, and taking any and all actions related thereto.
- Section 6.** This Resolution shall be of full force and effect from and upon its adoption and in accordance with Indiana law.

**SO RESOLVED**, by the City of Fishers Board of Health meeting this 23<sup>rd</sup> day of May, 2024.

**CITY OF FISHERS BOARD OF HEALTH**

**YAY**

**NAY**

**ABSTAIN**

<b>YAY</b>		<b>NAY</b>	<b>ABSTAIN</b>
	Dr. Salvatore Migliore, Member		
	Dr. Shobana Pandian, Member		
	Dr. Michele Saysana Member		
	Dr. Karen Collins, Member		
	Kyle Hultgren, PharmD, Member		
	Scott Fadness, Member		
	Steven Orusa, Member		

ATTEST: \_\_\_\_\_

Kari Adriano, Board Clerk

This instrument prepared by: Christopher P. Greisl, Barnes & Thornburg LLP, 11 South Meridian Street, Indianapolis, IN 46204.

**Exhibit A**  
*[Monica Heltz]*

**MONICA L. HELTZ, DNP, MPH, APRN, FNP-C, RN**  
[heltzm@fishers.in.us](mailto:heltzm@fishers.in.us); (317) 775-9664

**EMPLOYMENT:** **City of Fishers, Fishers Health Department**, Fishers, IN, 2020 to present  
*Director of Public Health:* Chief administrative officer for new municipal health department serving population of ~100,000. Led COVID-19 pandemic response activities while building new health department.

**Marion County Public Health Department**, Indianapolis, IN, 2010-2020  
*Nurse Practitioner, Bellflower Clinic*, 2018-2020  
Clinician in sexually transmitted infection clinic.  
*Nursing Coordinator, Northeast District Health Office*, 2015-2018  
Nursing supervisor overseeing 13 direct reports in district office.  
*TB Program Coordinator*, 2010-2015  
Served as TB Controller for Marion County, Indiana. Included 9 direct reports.

**AIDSNet North**, Chiang Mai, Thailand, 2008  
*Public Health Intern:* Developed focus group methodology for ethnic minority women for gap analysis and program development purposes.

**Buncombe County Health Center**, Asheville, NC, 2008  
*Public Health Nurse:* Member of Primary Care team. Performed variety of services, including family planning education, prenatal education and histories, follow-up, phone triage, injections and other nursing duties as indicated.

**Mission Hospitals**, Asheville, NC, 2005-2008  
*Emergency RN:* Performed emergency nursing duties at Level II Trauma Center serving more than 90,000 patients per year.

**Johns Hopkins Community Outreach Program** Baltimore, MD, 2003-2005  
*Intern:* Amazing Grandmothers, WIC, Apostolic Towers, Coalition to End Childhood Lead Poisoning, Involved in multiple nurse-led community projects as an intern/employee throughout nursing school.

**Improving Kids' Environment**, Indianapolis, IN 2001  
*Project Coordinator, Indy Urban Pesticide Initiative*, Organized workshop for community leaders involved in preventing pesticide misuse and lead poisoning.

**Peace Corps**, Pavlodar, Kazakhstan, 1998-2000  
*Environmental Education Volunteer:* Two years supervision and instruction of elementary through high-school age Kazakhstani students (10-35 per hour) in ecology, English, and problem solving. Collaborated with local doctor on research involving reproductive effects of heavy metals on adolescents.

**LICENSURE & CERTIFICATIONS:** **Registered Nurse (RN)**, since 2005; **Advanced Practice Registered Nurse (APRN)**, since 2018; **FNP-C - Certified Nurse Practitioner (AANP)**, since 2018; **BLS** – since 2003; **TST** –since 2010; **ACLS** – Expired. Active 2005-2010; **TNCC** – Expired. Active 2005-2009

**BOARDS &  
COMMITTEES**

**Hamilton County Behavioral Health Collaborative**, member, since 2021  
**Alumni Advisory Council, Frontier Nursing University** since 2021  
**Workforce & Leadership Development Workgroup, National Association of City and County Health Officials (NACCHO)**, member since 2022  
**Partners in Care: Patient & Family Advisory Council**, Community Health Network, member since 2022  
**A Healthier Hamilton County: Systems of Care**, board member 2022-2024  
**Indiana Public Health Association**, board member since 2023

**PUBLICATIONS:**

**Institute for Healthcare Improvement Annual Meeting, 2019, Orlando FL**  
Poster: Improving Screening Efficiency in an Urban Midwestern Sexually Transmitted Infection Clinic  
**TB Controller’s Association Annual Meeting, 2012, Atlanta GA**  
Poster: Update on the Integrated Management of an Ongoing TB Outbreak in a US-Born Homeless Population in an Urban Midwestern City.  
**APHA Annual Meeting, 2011, Washington DC**  
Poster: Integrated Management of an Ongoing TB Outbreak in a US-Born Homeless Population in an Urban Midwestern City.

**PRESENTATIONS:**

**NACCHO Annual Meeting, 2023, Denver, CO**  
Oral presentation: “Leveraging partnerships with fire department EMS to address racial inequities.”  
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Roundtable presentation: “Leveraging municipal departments and partnerships to address COVID-19 in a midwestern, suburban city”  
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**Formstack, 2021, webinar**  
Roundtable: “COVID-19 Vaccine Rollout Roundtable: Lessons from the Frontlines”  
**New Jersey Medical School Global TB Institute, 2012, webinar**  
“Best Practices in TB Control: TB Among the Homeless: Dealing with Unique Challenges” Presenter: Case Studies: TB and Shelter Staff.  
**Tri-state TB Intensive, 2012, Lansing, MI** Presenter: “TB in the homeless”  
**Indiana State Department of Health TB Regional Meeting, 2010, Muncie IN**  
Presenter: “Homeless Outbreak, Marion County”

**MEMBERSHIPS:**

**American Public Health Association (APHA)**, since 2011  
**Coalition of Advanced Practice Nurses of Indiana (CAPNI)**, since 2015  
**American Academy of Nurse Practitioners (AANP)**, since 2018  
**National Association of City & County Health Officials (NACCHO)**, since 2021  
**Indiana Public Health Association (IPHA)**, since 2022

**AWARDS:**

**Healthcare Hero, Indianapolis Business Journal, 2022**  
**Margaret Blee- Ruth Warwick Hay scholarship for Public Health Nursing, 2008**  
**Rotary International Youth Exchange Student, Bangkok, Thailand, 1993-1994**

**VOLUNTEER:**

**Meals on Wheels**, volunteer, since 2021  
**Youth Assistance Program**, volunteer, since 2021  
**Abstract Reviewer, APHA Annual Meeting, 2021 through present**

**TB and Leprosy Free Majuro**, volunteer expert, Majuro, Marshall Islands, 2018  
**Hurricane Katrina Disaster Response**, volunteer, Biloxi, MS 2007  
**ABCCM Free Clinic**, volunteer RN, Asheville, NC 2005-2007  
**Literacy Council**, ESL tutor, Asheville, NC 2005-2007  
**Indy Reads Program**, literacy tutor, Indianapolis, IN, 2001-2002  
**Communication Exchange Program**, volunteer, Bloomington, IN, 1994-1997

**EDUCATION:**

**Frontier Nursing University**, Hyden, KY  
*Doctor of Nursing Practice (DNP)*, 2019  
*Masters of the Science of Nursing (MSN)*, Family Nurse Practitioner Program. 2018

**University of North Carolina, School of Public Health**, Chapel Hill, NC  
*Master of Public Health (MPH)*, Public Health Leadership Program, Nursing, 2009

**Johns Hopkins University, School of Nursing**, Baltimore, MD  
*Bachelor of Science in Nursing (BSN)*, 2005

**Indiana University, College of Arts and Sciences**, Bloomington, IN  
*Bachelor of Arts (BA)* in Religious Studies, Chemistry, and Biology; minor in Arabic, 1998

**Exhibit B**  
*[Mayor's Approval]*



May 22, 2024

Fishers Health Board  
8939 Technology Drive  
Fishers, IN 46038

Fishers City Council  
One Municipal Drive  
Fishers, IN 46038

Dear Honorable Members of the Fishers Health Board and Fishers City Council:

This letter serves as my approval of Monica Heltz as the Health Officer of the Fishers Health Department, in accordance with Ind. Code §16-20-4-20. As Public Health Director, Monica has been an invaluable leader for our City. The Fishers Health Department continues to expand its reach and impact while showcasing the positive outcomes that result from integrating public health into the community.

As we embark upon the next chapter of the Health Department, the Department and Health Board have set ambitious goals to propel our community towards optimal health outcomes. I can think of no better person to lead this initiative than Monica. I'm grateful for her service and look forward to her continued leadership.

Sincerely,

A handwritten signature in black ink, appearing to read "Scott Fadness". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Scott Fadness, Mayor

**RESOLUTION No.: R052324**

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**SO RESOLVED**, by the City of Fishers Board of Health meeting this 23<sup>rd</sup> day of May, 2024.

**CITY OF FISHERS BOARD OF HEALTH**

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**NAY**

**ABSTAIN**

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ATTEST: 

Kari Adriano, Board Clerk

This instrument prepared by: Christopher P. Greisl, Barnes & Thornburg LLP, 11 South Meridian Street, Indianapolis, IN 46204.

**Exhibit A**  
[*Monica Heltz*]

**MONICA L. HELTZ, DNP, MPH, APRN, FNP-C, RN**  
[heltzm@fishers.in.us](mailto:heltzm@fishers.in.us); (317) 775-9664

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**Exhibit B**  
*[Mayor's Approval]*



May 22, 2024

Fishers Health Board  
8939 Technology Drive  
Fishers, IN 46038

Fishers City Council  
One Municipal Drive  
Fishers, IN 46038

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Sincerely,

Scott Fadness, Mayor