

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
February 13, 2020**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, February 13, 2020, in the conference room of the Putnam County Health Department with the following members present: Mr. Matthew Herman, Kerri Knippen, PhD, Mr. Kyle Stechschulte, J. Stephen Sandy, MD, and Mr. Joe Burkhart. Present from the Putnam County Health District were: Health Commissioner and Director of Putnam County HomeCare and Hospice Kim Rieman, Director of Environmental Health Brandi Schrader, Director of Nursing Sherri Recker, Hospice Coordinator Kris Bellman, HomeCare Coordinator Gretchen Lammers and Fiscal/HR Director Jodie Lammers.

The meeting was called to order at 6:04 PM by Board of Health President Matthew Herman.

Board Business

Mr. Burkhart made a motion to approve the January 9, 2020 Board of Health meeting minutes, seconded by Dr. Sandy. Motion carried.

Ms. Rieman reminded those present that the 2020 District Advisory Committee Meeting is scheduled for Monday, March 2 at 4:30 at the Putnam County Health Department.

Ms. Rieman reviewed the revised Delegation of Administration and Fiscal Management Authority with the Board. Ms. Knippen made a motion to approve the Delegation of Authority, seconded by Dr. Sandy. Motion carried.

Putnam County HomeCare and Hospice

Mr. Stechschulte made a motion to approve the expenditures for January 2020, seconded by Mr. Burkhart. Motion carried.

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Agency Update

Ms. Lammers and Ms. Bellman referred to the information in the PCHH Agency report.

Business Meeting

Mr. Stechschulte made a motion to approve the hiring of Henrietta Schmidt for the full time Allen County Evening Nurse, seconded by Mr. Burkhart. Motion carried.

Mr. Stechschulte made a motion to approve the hiring of Kayla Kraner as PRN nurse for Allen County, seconded by Dr. Sandy. Motion carried.

At 6:20 PM, Mr. Stechschulte made a motion to enter into Executive Session to discuss the hiring of an employee. Roll call vote: Dr. Sandy, yes; Mr. Burkhart, yes; Mr. Stechschulte, yes; Ms. Knippen, yes; Mr. Herman, yes.

At 7:15 PM, the Board resumed regular session. No decisions were reached in the hiring of the HomeCare Supervisor position.

At 7:16 PM, Mr. Stechschulte made a motion to enter into Executive Session to discuss contracts. Roll call vote: Dr. Sandy, yes; Mr. Burkhart, yes; Mr. Stechschulte, yes, Ms. Knippen, yes; Mr. Herman, yes.

At 7:37 PM, the Board resumed regular session with no decisions reached.

Putnam County Health Department

Fiscal Business:

Dr. Sandy made a motion to approve expenditures for February 2020, seconded by Mr. Burkhart. Motion carried.

There were no Then and Now Resolutions.

There were no appropriations.

There were no transfers.

Mr. Burkhart made a motion to reimburse Ms. Rieman for the credit card fees she paid during the dispute with Survey Monkey, seconded by Dr. Sandy. Motion carried.

Environmental Division Business:

The Environmental Health Monthly review was included in the packets.

Ms. Schrader provided an update of the Operation and Maintenance Program as it is entering its 3rd year. The second notice for the 3rd year was postmarked February 1, 2020.

Mr. Burkhart made a motion to approve a septic variance for engineered drainage for a home to be constructed at the NW Corner of Road 16 and Road K. Mr. Stechschulte seconded the motion. Motion carried.

Dr. Sandy made a motion to approve a water variance for the property at 400 Chevy Lane, Continental, seconded by Mr. Burkhart. Motion carried. The variance will allow the owners to use their well as their water source, even though the well is less than the requested isolation distance from their pond. The area must be constructed/excavated so that if the pond were to overflow, the water will go away from the well.

Nursing Division Business:

Ms. Recker provided a brief influenza update. Cases are continuing to increase, although we are seeing fewer cases than last year. Residents continue to request the flu vaccine and we continue to keep a supply.

Ms. Recker shared the nursing program financial review with the board.

Ms. Recker and Dr. Eickholt reviewed with the Board the concerns about our scoliosis screening program that were discussed at the January meeting. Discussion followed. It was determined that the health department will educate parents about the need for scoliosis screening and provide screening dates to coincide with back-to-school immunization clinics. In-school screenings for scoliosis will no longer be completed by our agency.

Administrative Business:

Ms. Recker and Ms. Rieman gave a short update about Coronavirus. Staff continue to stay updated with information from ODH and CDC and share information as needed with county partners.

The County Maintenance Department has changed all of our fixtures/bulbs to LED's. In the Spring a new furnace will be installed.

Mr. Stechschulte mad a motion to approve the payment of our PHSCO dues for 2020, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion to adjourn, seconded by Mr. Stechschulte. Motion carried. The meeting adjourned at 8:12 p.m.

Above are the notes of the meeting held on this date by the Health Commissioner of the Putnam County Health Department and they are not an exact transcription.



President

Secretary

