

**PUTNAM COUNTY BOARD OF HEALTH  
MEETING SUMMARY  
March 12, 2020**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, March 12, 2020, in the conference room of the Putnam County Health Department with the following members present: 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. Also present were Putnam County Commissioner John Schlumbohm and guests Laura Buckland, Deb Bullman and Steve Coburn-Griffis.

The meeting was called to order at 6:07 PM by Kim Rieman.

**Board Business**

Mr. Stechschulte made a motion to approve the February 13, 2020 Board of Health meeting minutes, seconded by Dr. Sandy. Motion carried.

Board of Health Member Dr. J. Stephen Sandy was sworn in by Ms. Rieman.

Mr. Burkhart made a motion for Mr. Kyle Stechschulte to be the President of the Board of Health. Ms. Knippen seconded the motion. Motion carried.

Mr. Burkhart made a motion for Ms. Knippen to be the Vice-President of the Board of Health. Mr. Stechschulte seconded the motion. Motion carried.

**Putnam County HomeCare and Hospice**

Mr. Burkhart made a motion to approve the expenditures for February 2020, seconded by Ms. Knippen. Motion carried.

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Ms. Knippen made a motion to approve the 2021 Preliminary Budget for Putnam County HomeCare and Hospice, seconded by Mr. Burkhart. Motion carried.

**Agency Update**

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

**Business Meeting**

Ms. Bellman shared the Marketing/Fundraising Report compiled by Kendra Kuhlman.

A decision about the HomeCare Supervisor Position was postponed for the collection of additional information.

Ms. Knippen made a motion to enter into Executive Session to discuss personnel, seconded by Mr. Burkhart. Roll call vote: Dr. Sandy, yes; Mr. Burkhart, yes; Mr. Stechschulte, yes; Ms. Knippen, yes. The Board entered Executive Session at 6:48 PM.

At 7:04, the Board resumed regular session.

Dr. Sandy made a motion for Putnam County HomeCare and Hospice to hire our own full time Physical Therapist, Occupational Therapist and Physical Therapy Assistant at the conclusion of our contract with Northwest Physical Therapy, seconded by Mr. Burkhart. Motion carried.

Ms. Knippen made a motion to approve the Exposure to COVID-19 Disease Response and Management Policy, seconded by Mr. Burkhart. Motion carried.

### **Putnam County Health Department**

#### **Fiscal Business:**

Dr. Sandy made a motion to approve expenditures for March 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 approve the 2021 Preliminary Budget for the Putnam County Health Department, seconded by Dr. Sandy. Motion carried.

#### **Environmental Division Business:**

The Environmental Health Monthly review was included in the packets.

Dr. Sandy made a motion to approve a variance for Mr. and Mrs. Spitnale to use their existing septic tank as a holding tank until the weather allows for the installation of their new septic system, seconded by Mr. Burkhart. Motion carried.

New rules for the water program went into effect on January 1, 2020. With those new rules came a new fee to be added to our fee schedule. Ms. Schrader presented a new fee for an additional vehicle or transportation equipment fee for \$25.00. This is the first reading for this fee. No action is needed.

Paulding County Health Department has asked our Department for assistance for their Environmental Health Programs. Dr. Sandy made a motion to approve a contract with Paulding County Health Department as approved by Prosecutor Gary Lammers, seconded by Mr. Burkhart. Motion carried.

#### **Nursing Division Business:**

Ms. Recker provided a Coronavirus (COVID-19) Update including information on Director's Orders and actions taken by our office.

**Administrative Business:**

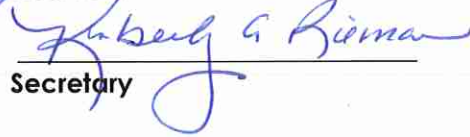
Dr. Sandy made a motion to approve a Mass Dispensing Training to be completed by Health Department staff, seconded by Mr. Burkhart. Motion carried.

Dr. Sandy made a motion to adjourn, seconded by Mr. Burkhart. Motion carried. The meeting adjourned at 7:54 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.**



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President



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Secretary

