

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

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, August 13, 2020, in the conference room of the Putnam County HomeCare and Hospice with the following members present: Kyle Stechschulte, Kerri Knippen, J. Stephen Sandy, MD, Mr. Matthew Herman 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, HomeCare Coordinator Melissa Ladden, Hospice Supervisor Kris Bellman and Fiscal/HR Director Jodie Lammers. Commissioner Vince Schroeder was a guest at the meeting.

The meeting was called to order at 6:00 PM by Kyle Stechschulte.

Mr. Burkhart made a motion to approve the July 15, 2020 Board of Health meeting minutes, seconded by Mr. Herman. Motion carried.

There was not a motion to approve the revision for the Vacation Policy.

Putnam County HomeCare and Hospice

Mr. Kerry Hamilton of Ohio's Hospice provided a presentation about the association.

Mr. Herman made a motion to enter into Executive Session to discuss a contract, seconded by Mr. Burkhart. Roll call vote: Mr. Herman, yes; Mr. Burkhart, yes; Ms. Knippen, yes; Dr. Sandy, yes; Mr. Stechschulte, yes. The Board entered into Executive Session at 7:05 PM.

The Board reconvened into regular session at 7:36 PM. No decisions were made.

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

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Agency Update

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

Business Meeting

Mr. Herman made a motion to approve the contract with Putnam County EMS to reflect the current Medicare Fee Schedule, seconded by Dr. Sandy. Motion carried.

The discussion for a new phone system has been tabled until the next Board of Health Meeting.

Mr. Herman made a motion to approve the Wound Photography Policy with the addition of verbiage to use Imprivata for protection of health information, seconded by Ms. Knippen. Motion carried.

Mr. Herman made a motion to approve the addendum to the Exposure to Coronavirus (COVID-19) Disease Response and Management Policy, seconded by Mr. Burkhart. Motion carried.

Ms. Ladden discussed the upcoming changes to Home Health that need to be in place by January 1, 2021 so that payments are not delayed, and requested that the Board consider the hiring of additional staff. In addition, she shared the need to revise the acuity levels assigned to different services provided by the nursing staff. Discussion followed. It was determined that a more thorough look at our staffing, along with the potential effect of changing the acuity levels would be studied to determine the need for additional staff.

Putnam County Health Department

Fiscal Business:

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

Mr. Herman made a motion, seconded by Mr. Burkhart to approve the following "then and now" purchase orders listed on the resolution and authorize the Auditor to encumber funds for the same: Motion carried.

40095	125WPCLF	Soil & Environmental Consulting Service	\$5,300.00
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There were no appropriations.

There were no transfers.

Environmental Division Business:

The Environmental Health Monthly review as well as the Operation and Maintenance Report were included in the packets.

Ms. Schrader shared that the EH Division continues to be busy with COVID Enforcement. EH staff and law enforcement have visited 3 businesses for 2nd complaints of employees not wearing masks.

Nursing Division Business:

Ms. Recker shared that approximately 15-20 cases of COVID19 are reported to the Health Department per week.

Training for our contract contact tracers occurred last week and they will begin assisting soon.

Ms. Recker and Dr. Eickholt continue to work on documents to assist school administrators and other personnel in working through positive cases in their students and staff.

Administrative Business:

Mr. Burkhart made a motion to approve the funding request of \$54,354.30 to the County Commissioners for Cares Act Funding, seconded by Mr. Herman. Motion carried. This amount reflects the COVID expenditures of the Putnam County Health Department not covered by other COVID Grants.

Ms. Rieman shared that the Public Health Advisory Committee continues to meet on a weekly basis. The group is contemplating sharing case information by township or school district. Ms. Knippen shared that another option is to report by census tract.

In past years, Health Department staff attended a mandatory training day on the Veteran's Day Holiday and observed that holiday the day after Thanksgiving. Because of COVID response, it is not feasible to close the office for an entire day for training. Mr. Burkhart made a motion to approve Putnam County Health Department staff to work on Veteran's Day and observe that holiday on the day after Thanksgiving in 2020, seconded by Ms. Knippen. Motion carried.

Mr. Herman made a motion to adjourn, seconded by Mr. Burkhart. Motion carried. The meeting adjourned at 8:59 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

