

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
July 15, 2020**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, July 15, 2020, in the conference room of the Putnam County HomeCare and Hospice with the following members present: J. Stephen Sandy, MD, Mr. Matthew Herman and Mr. Joe Burkhart. Kyle Stechschulte and Kerri Knippen joined remotely. 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, and Fiscal/HR Director Jodie Lammers. Medical Director Dr. Jacinta Eickholt was in attendance remotely. Steve Coburn-Griffis, Putnam County Sentinel was present for the meeting.

Under the direction of Prosecutor Gary Lammers, Mr. Stechschulte and Ms. Knippen did not vote on action items as they were not physically in attendance at the meeting.

The meeting was called to order at 3:02 PM by Kyle Stechschulte.

Mr. Burkhart made a motion to approve the June 11, 2020 Board of Health meeting minutes, seconded by Mr. Herman. Motion carried.

The potential revision of the vacation policy was tabled until a full board was present.

Putnam County HomeCare and Hospice

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

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Ms. Lammers shared the agency financial report for June, 2020.

Mr. Burkhart motioned to approve the credit card report for the period of April through June 2020, seconded by Mr. Herman. Motion carried.

Agency Update

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

Business Meeting

A decision on the Putnam County EMS Hospice Contract was tabled until a full board could be present. This will be included on the August Board of Health agenda.

Quotes for a new phone system were not obtained in time for the meeting. This will be discussed at the August Board of Health Meeting.

A summary of the cost report results was included in the Agency Report. Mr. Herman made a motion to accept the Cost Report, seconded by Mr. Burkhart. Motion carried.

Mr. Herman made a motion to classify all Putnam County Health District employees as Critical Infrastructure/Essential Workers, seconded by Mr. Burkhart. Motion carried.

Putnam County Health Department

Fiscal Business:

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

There were no Then and Now Resolutions.

There were no appropriations.

There were no transfers.

Mr. Herman made a motion to approve the 2nd Quarter Revenue and Expenditure Report, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart motioned to approve the Putnam County Health Department's credit card report for the period of April through June 2020, seconded by Mr. Herman. Motion carried.

Environmental Division Business:

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

Ms. Schrader updated the Board on her work with Paulding County's EH Division and shared that they would like for us to extend the current contract. Currently, she is spending two days per week in Paulding County. Ms. Schrader noted that our agency's EH Division is becoming very busy with the usual seasonal work as well as the extra time needed for COVID Enforcement. Mr. Herman made a motion to not extend the contract with the Paulding County Health Department, seconded by Dr. Sandy. Motion carried.

Ms. Schrader shared that the EH Division continues to be busy with COVID Enforcement. While some establishments respond very well to education, some establishments refuse to follow the Director of Health's Orders. The Board of Health voiced their support of more stringent enforcement for businesses who have had multiple complaints filed against them and refuse to follow the orders from the state. Ms. Rieman shared that she and Ms. Schrader will be meeting with law enforcement via Zoom tomorrow (July 16) and increased enforcement will be discussed.

Nursing Division Business:

Mr. Herman made a motion to approve contracting with up to 5 individuals to assist with contact tracing at a rate of \$13.50 per hour, seconded by Dr. Sandy. Motion carried.

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Ms. Recker shared that Patricia Jerwers resigned her position of part time Public Health Nurse effective July 1, 2020. She asked for permission to hire two PRN Public Health Nurses to aid the department as we enter the fall to assist with back to school activities, the flu shot season and the potential of distributing COVID vaccine. Dr. Sandy made a motion to approve the hiring of these PRN positions, seconded by Mr. Burkhardt. Motion carried.

Administrative Business:

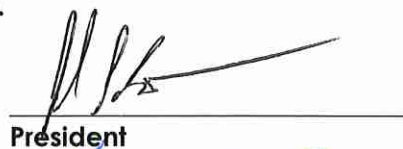
Ms. Rieman shared several members of the Health Department staff and Dr. Eickholt are working closely with the Putnam County Schools. At this time, all schools in the county are planning to begin the year with in-person classes.

Ms. Rieman provided information about the Public Health Advisory System for COVID 19. Within this Continuing Education, she provided education about the indicators used to determine each county's level, what the levels mean and how the county's specific level may dictate the events that are able to occur in the county. A Task Force is being formed to look at data and Ms. Rieman asked that a Board of Health member join her on this group. Mr. Herman agreed to represent the Board on this Task Force.

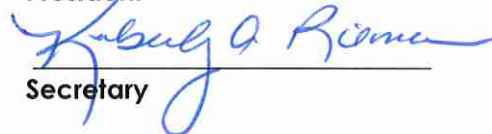
Dr. Sandy made a motion to approve the extension of additional hours for Medical Director, Dr. Jacinta Eickholt through October, 2020, seconded by Mr. Burkhardt. Motion carried.

Mr. Herman made a motion to adjourn, seconded by Mr. Burkhardt. Motion carried. The meeting adjourned at 4:43 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