

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
February 11, 2021**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, February 11, 2021, via Zoom with the following members present: Kyle Stechschulte, 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, Therapy Supervisor Stacy Alt, Business/HR Director Jodie Lammers and Hospice Care Coordinator Briana Kahle. Guests include: Putnam County Prosecutor Gary Lammers and Steve Coburn-Griffis

The meeting was called to order at 6:01 PM by Kyle Stechschulte.

Mr. Burkhart reached out to Ms. Rieman with a correction to the minutes prior to the meeting. Ms. Rieman shared that correction. Mr. Burkhart made a motion to approve the January 14, 2021 Board of Health meeting minutes seconded by Mr. Herman. Motion carried.

Ms. Rieman shared that a resident reached out to her with a concern that previous minutes contained errors or lacked information about why the Board entered Executive Sessions for multiple meetings beginning in July 2019. Prosecutor Gary Lammers was in attendance and provided guidance about properly going into Executive Session as well as correcting past minutes so that they accurately depict the reason the Board left normal session. He encouraged the Board of Health to review all minutes dating back 2 years so that needed corrections can be made. The Board decided to begin recording the minutes of all meetings.

The Comp Time Pay Policy was provided to the Board for review. Several questions were raised during the discussion of the potential policy. This will be tabled until an upcoming meeting.

Putnam County HomeCare and Hospice

Mr. Burkhart made a motion to approve the expenditures for January 2021, seconded by Dr. Sandy. Motion carried.

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Agency Update

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

Business Meeting

Ms. Rieman shared that interviews were completed for the Clinical Supervisor position. Mr. Stechschulte recommended that information gathered during the interview process be brought to the Personnel Committee. Ms. Rieman will reach out to schedule a meeting for this group to discuss this position as well as the Comp Time Pay Policy.

Putnam County Health Department

Fiscal Business:

Mr. Herman made a motion to approve expenditures for January 2021, seconded by Mr. Burkhart. Motion carried.

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

*41789	E12	Putnam Co. Office of Public Safety	\$91.81
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There were no appropriations.

There were no transfers.

Environmental Division Business:

Ms. Schrader reported that sanitarians are going back out into the field to do food inspections and water samples in homes. Every effort is being made to keep our sanitarians safe. The second mailing for the 4th round Operation and Maintenance was sent in early February.

Nursing Division Business:

Ms. Recker prepared an Immunization 2020 Review as well as a Nursing Financial Review. These documents were sent prior to the meeting and were reviewed.

Ms. Recker also shared that our distribution of COVID vaccine is ramping up as the agency is beginning to distribute 2nd doses. She reminded the Board that there is no cost for the vaccine, but the agency is billing an administration fee. If that is not paid by the insurance, we will not be billing the client. She also noted that we are currently experiencing a decrease in cases.

Administrative Business:

Mr. Burkhart motioned to continue the increase in hours for Dr. Eickholt for her guidance in pandemic response through March, 2021, seconded by Dr. Sandy. Motion carried.

Mr. Burkhart made a motion to continue the contract with the Public Health Services Council of Ohio (PHSCO) through 2021 with the cost of \$5,000, seconded by Dr. Sandy. Motion carried.


Ms. Rieman shared with the group that the DAC meeting is scheduled for Monday, March 1 at 4:30 PM. This year's meeting will take place at the Glandorf Elementary School Cafeteria. The open Board of Health positions were posted in the Sentinel, along with the websites and

Facebook pages of the Health Department and Putnam County HomeCare and Hospice. Interest in the positions must be indicated by February 12, 2021.

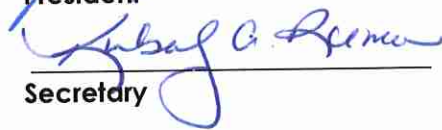
Ms. Rieman thanked Dr. Sandy for his time on the Putnam County Board of Health. Several other Board Members also shared their thanks for his service to the community.

Mr. Herman made a motion to adjourn, seconded by Dr. Sandy. Motion carried. The meeting adjourned at 7:10 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

