

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
August 12, 2021**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, August 12, 2021, at the Putnam County Health Department Conference Room with the following members present: Mr. Kyle Stechschulte, Mr. Matthew Herman, Mr. Cory Unverferth, Dr. Kent Brandeberry 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, Clinical Supervisor Cathy Lucas, HR/Business Supervisor Jodie Lammers and Therapy Supervisor Stacy Alt. Putnam County Commissioner Michael Lammers was also in attendance.

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

Mr. Herman made the motion to approve the minutes from the July 15, 2021 Board of Health Meeting, seconded by Mr. Burkhart. Motion carried.

Ms. Rieman shared that the 2019-2020 financial audit for the Board of Health is complete. The Exit Conference for the Board Members will be on Thursday, August 19 at 8:30 AM. Since more than three Board Members expressed interest in attending, Ms. Rieman will have the meeting posted on agency websites.

Putnam County HomeCare and Hospice

Mr. Burkhart made a motion to approve the expenditures for July 2021, seconded by Mr. Unverferth. Motion carried.

There were no Then and Now Purchase Orders

There were no Appropriation Transfers.

Dr. Brandeberry motioned to approve the creation of Revenue and Expenditure Line Items in Covid Fund 125, seconded by Mr. Herman. Motion carried.

Agency Update

Ms. Lucas reviewed the information in the PCHH Agency report. There was a brief discussion about working with more local universities for nursing students to complete clinicals with our agency. This may lead to more nurses wanting to work with Putnam County HomeCare and Hospice.

Business Meeting

Ms. Lucas shared that our CHAP Site Visit took place on August 9 – 11 and provided preliminary results with the Board of Health. The agency will have 10 calendar days to respond to any findings. Several programs such as our Volunteer and Spiritual programs received great reviews. Information about the final report will be shared at our next Board of Health meeting.

Ms. Rieman shared that PCHH leadership continues to review our budget shortfall. Several scheduling issues have already been addressed and other items have been identified to review. She also shared that she and Ms. Lucas will be meeting with Lima Memorial Health System on Thursday, August 19.

Putnam County Health Department

Fiscal Business:

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

Mr. Herman made a motion, seconded by Mr. Burkhart 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.

*41801	E12	Center for Marketing and Opinion Research	\$24,225.00
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Dr. Brandeberry made a motion to approve the following appropriation in Fund 63 (General Fund): \$25,000.00 into E12 – Center for Marketing and Opinion Research, seconded by Mr. Burkhart. Motion carried.

There were no Transfers.

Mr. Herman made the motion to approve a donation of \$750.00 for the Pride Survey. Seconded by Mr. Unverferth. Motion carried.

Ms. Rieman explained that several county agencies, including the Health Department and Putnam County HomeCare and Hospice (PCHH), share the same Tax ID number. At times, when payment for medical services is sent to the incorrect agency. Recently, Medical Mutual sent a double payment to the Health Department and when they noticed their error, began withholding payments from both PCHH and the Health Department. Mr. Burkhart made a motion to approve the following payments to remedy the situation: \$569.51 to Putnam County HomeCare and Hospice and \$5,589.97 to Medical Mutual. The motion was seconded by Mr. Herman. Motion carried.

Environmental Division Business:

Ms. Schrader provided the Board of Health with the monthly Environmental Health review.

Ms. Schrader expressed some concerns she has with our current Operation and Maintenance Program and discussed the need to make some changes to our procedures. She provided a report that highlighted her concerns with compliance. More information will be provided at upcoming meetings.

Nursing Division Business:

Ms. Recker reviewed the Nursing Report for July and provided a COVID update.

Ms. Recker shared that the Ohio Hospital Association has developed a website that provides vaccination data by zip code. This website is not available to the general public. Ms. Recker noted that this has provided some very good information that can be used in planning upcoming vaccination efforts.

Dr. Eickholt, Ms. Recker and Ms. Rieman spoke with school superintendents on Friday, August 6. At this time, schools are planning to recommend, not mandate, universal masking. We will continue to work with school districts for covid response.

Mr. Burkhart made a motion to approve the change in classification of Public Health Nurse Allison Rosebrock from PRN to Part Time (24 hours per week), seconded by Dr. Brandeberry. Motion carried.

Administrative Business:

Mr. Burkhart made a motion to approve the revised policy for Legal Holidays, seconded by Mr. Herman. Motion carried.


Ms. Rieman shared that the agency has a new funding opportunity that is designed to strengthen and increase the Public Health Workforce and reviewed preliminary plans for this funding. More information will be shared at upcoming meetings.

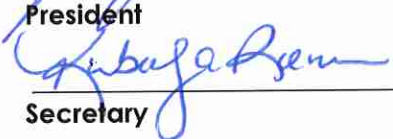
Ms. Rieman reminded the Board of Health members to complete their continuing education requirements and email her when completed.

Mr. Burkhart and Mr. Stechschulte noted that they spoke with PCHD employees to discuss concerns about coverage of phones and customer service. The personnel subcommittee and leadership will continue to address issues.

Mr. Herman made a motion to adjourn, seconded by Mr. Unverferth. Motion carried. The meeting adjourned at 7:27 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