

PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
June 10, 2021

The regular monthly meeting of the Putnam County Board of Health was held Thursday, June 10, 2021, at the Putnam County Health Department Environmental Health Waiting Room with the following members present: Mr. Kyle Stechschulte, Mr. Matthew Herman, Mr. Cory Unverferth, 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, Clinical Supervisor Cathy Lucas, Therapy Supervisor Stacy Alt, Business/HR Director Jodie Lammers, Hospice Care Coordinator Briana Kahle and Home Health Coordinator Amanda Maxey.

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

Mr. Burkhart made the motion to approve the minutes from the May 13, 2021 Board of Health Meeting, seconded by Mr. Unverferth. Motion carried.

Mr. Herman made a motion to reschedule the July Board of Health Meeting to Thursday, July 15, 2021 at 6:00 PM, seconded by Mr. Unverferth. Motion carried. The meeting will be held at the Putnam County Health Department.

Putnam County HomeCare and Hospice

Mr. Herman made a motion to approve the expenditures for May 2021, seconded by Mr. Burkhart. Motion carried. Ms. Lammers explained that included in the bills is a reimbursement to Medicare for Hospice services. She encouraged the payment of the bill to avoid late fees. The agency will look into this charge and has the ability to appeal if warranted.

There were no Then and Now Resolutions.

Mr. Burkhart made a motion to approve the following Transfers: \$200,000 from Fund 101 TR (Hospice-Transfer Out) into to Fund 116 TRN (Private Duty-Palliative Care Transfer In) and \$5,000 within Home Health (066) from 66 OT (other) into 66 DLS (dues, licenses, subscriptions) and the appropriation of \$50,000 into Hospice (101) expenditure line item 101 OT (other), seconded by Mr. Herman. Motion carried.

Ms. Rieman explained that at the beginning of our Audit, it was noted that all COVID monies that come from federal sources are to be in a designated fund. Both PCHH and PCHD put COVID funds in specific line items but did not designate special funds. The request for the establishment of COVID funds and line items will be made for both agencies.

Mr. Herman made a motion to approve the creation of Fund 152 – Covid Fund, seconded by Mr. Unverferth. Motion carried.

Mr. Burkhart made a motion to approve the creation line items 152 CE – Covid Expenses and 152 CR – Covid Revenue in Covid Fund 152, seconded by Mr. Unverferth. Motion carried.

Agency Update

Ms. Lucas reviewed the information in the PCHH Agency report.

Business Meeting

The revised Emergency Management Plan was sent to the Board of Health Members for review prior to the meeting. Mr. Herman made a motion to approve the revised Emergency Management Plan, seconded by Mr. Unverferth. Motion carried.

Derek Buss compiled a Marketing Report prior to the Board of Health Meeting. It was included in the packet. Ms. Lammers referred to the report. Ms. Lucas shared that she and Mr. Buss have visited several facilities to provide information about Putnam County HomeCare and Hospice, resulting in several referrals and a small expansion of our service area into Van Wert County and Allen County for Home Health.

Ms. Maxey presented information about the agency's difficulty in hiring qualified, reliable aides and requested that the Board of Health consider increasing the aide wage. Ms. Lammers shared information about our aides including current salary and years of service. Discussion followed. Mr. Herman made a motion to approve wage increases for existing aides, seconded by Mr. Unverferth. Motion carried.

Mr. Herman made a motion to establish the starting wage for aides at \$14.00 per hour, seconded by Mr. Unverferth. Motion carried.

Mr. Unverferth suggested the agency consider establishing a compensation plan to include salary ranges and consideration for years of service. PCHH Leadership will begin exploring this request.

Putnam County Health Department**Fiscal Business:**

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

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

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There were no Appropriations.

There were no Transfers.

Mr. Herman made a motion to approve the establishment of Fund 171, Covid, seconded by Mr. Burkhart, motion carried.

Mr. Herman made a motion to approve the establishment of the following Revenue Line Items in Fund 171: CR Covid Response; CT Covid Contact Tracing; EO Enhanced Operations; and VE Vaccine Equity and the following Expenditure Line Items: CR Covid Response; CT Covid Contact Tracing; EO Enhanced Operations; and VE Vaccine Equity. The motion was seconded by Mr. Burkhart. Motion carried.

Environmental Division Business:

The Environmental Health monthly review was included in the packet. Ms. Schrader reviewed the information with the Board of Health and also provided an update on the Operation and Maintenance Program.

Kevin and Sara Fisher had paid an O&M Permit fee when building their new home as well as when their property came into the program. The couple is requesting the refund of one of the payments. Ms. Schrader noted that there were several other homeowners that had paid for their O&M permit twice due to various

reasons. Mr. Unverferth made a motion to approve the refund of \$75.00 for Operation and Maintenance (O&M) Permits for these homeowners, seconded by Mr. Herman. Motion carried.

Mr. Burkhart made a motion to approve the variance request from Halford and Shirley Wing for the property at 6020 Road 18, Continental, seconded by Mr. Herman. Motion carried. This variance will allow the homeowner to use the septic tank as a holding tank until the secondary treatment system can be installed. This variance is in effect until the end of the installation season, October 31, 2021. The tank must be pumped by a STS hauler registered in Putnam County.

Mr. Burkhart made a motion to approve a variance for Derrick Schreiber, 18526 Road B-13, Continental to allow an NPDE system to be installed less than 10 feet from structures and the property line, seconded by Mr. Herman. Motion carried. Ms. Schrader shared that this variance is required as there is no other location on the property that the system can be installed.

Ms. Schrader noted that Miller Contracting Group has not returned her call to request a bid for the properties in Belmore that must be connected to the sewer project. Mr. Unverferth made a motion to place an ad to request bids for this project, seconded by Mr. Burkhart. Motion carried.

Nursing Division Business:

Ms. Rieman reviewed the Monthly Communicable Disease Report for May, as well as the Nursing Board Report compiled by DON, Sherri Recker. In addition to COVID updates, the report noted that the Health Department was awarded the Get Vaccinated Grant for \$38,048.00.

Administrative Business:

The Health Department's request for new flooring was discussed with Putnam County Commissioner John Schlumbohm. Attorney General's Opinions regarding the County Commissioners responsibility for upkeep of the Health Department was discussed as well as other work that is slated to take place at the Health Department location this year. The Commissioners concern for the cost of vinyl flooring was discussed. Commissioner Schlumbohm noted that he will take this information back to the Commissioners and a quote for carpeting will be obtained.

Mr. Unverferth made a motion to approve the Volunteer Reception to be held at Hillside Winery, Gilboa, seconded by Mr. Herman. Motion carried. This reception is being held to honor our volunteers for their assistance through the COVID response.

Ms. Rieman announced that the Health Department will be undergoing the Strategic Planning Process this summer and fall. She noted that one step of the process will include a survey to be completed by employees and the Board of Health. She will share additional information as it becomes available.

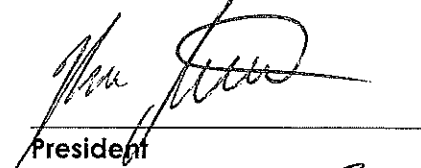
Ms. Rieman encouraged those present to look into House Bill 248. This bill is being touted as a bill for Health Freedom and a bill to ensure that COVID and flu vaccinations are not made to be mandatory. Individuals in Ohio already have the option to claim personal and religious exemptions to vaccinations. This bill is detrimental to vaccination processes in Ohio and Ms. Rieman asked the Board to review this bill and provide education to those in the community.

Ms. Rieman shared that the Ohio Budget Bill contains language that City Health Districts serving populations of less than 50,000 would be asked to merge with the county health district in their area. Currently the language states that these health districts would be made to do a feasibility study to determine if it would be best for them to merge or if it is advisable for them to stay as a separate entity. The Association of Ohio Health Commissioners continues to watch this closely.

The Board of Health packet contained a document – "Executive Session Guidance, Board of Health". Ms. Rieman reviewed it with the Board of Health members present.

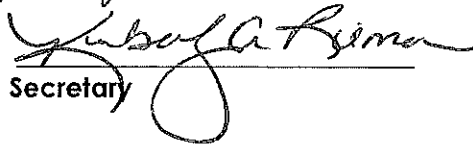
Mr. Herman made a motion to adjourn, seconded by Mr. Burkhardt. Motion carried. The meeting adjourned at 7:43 p.m.

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.



Handwritten signature of the President, appearing to be "Mr. Herman".

President



Handwritten signature of the Secretary, appearing to be "Yusuf A. Rieman".

Secretary