

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
May 13, 2021**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, May 13, 2021, at the Putnam County Health Department Environmental Health Waiting Room with the following members present: Kent Brandeberry, DO, 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, Director of Nursing Sherri Recker, 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 6:04 PM by Joe Burkhart.

Mr. Unverferth made the motion to approve the minutes from the April 8, 2021 Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

Putnam County HomeCare and Hospice

Dr. Brandeberry made a motion to approve the expenditures for April 2021, seconded by Mr. Unverferth. Motion carried.

There were no Then and Now Resolutions.

There were no Appropriation Transfers.

Agency Update

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

Business Meeting

Dr. Brandeberry motioned to approve the Change in Employment Status for Madison Spence from 5 days per week (full time) to 4 days per week. Seconded by Mr. Unverferth. Motion carried.

Mr. Unverferth made a motion to approve a request from Physical Therapy Assistant Amy Utendorf for time off without pay, seconded by Dr. Brandeberry. Motion carried. Ms. Utendorf is scheduled to return to work on May 17, 2021.

Putnam County Health Department

Fiscal Business:

Mr. Unverferth made a motion to approve expenditures for April 2021, seconded by Dr. Brandeberry. Motion carried.

There were no Then and Now Resolutions.

There were no Appropriations.

There were no Transfers.

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.

Dr. Brandeberry made a motion to approve the refund of \$75.00 for Eugene and Patricia Niese for an Operation and Maintenance (O&M) Permit, seconded by Mr. Unverferth. Motion carried. The O&M Permit was already obtained when the property was brought in under the O&M plan, however, they paid again when the replacement system was installed.

Dr. Brandeberry made a motion to approve the Policy for Sewage Treatment System Service Contracts, seconded by Mr. Unverferth. Motion carried.

Mr. Unverferth made a motion to approve the variance request from Tri-Point Construction for the property at 12152 Road 5, Ottawa, seconded by Dr. Brandeberry. 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.

Ms. Schrader explained that two property owners refused to tap into the sewage treatment system in Belmore. The Health Department must now mandate those home owners to tap in to the system. Mr. Unverferth made the motion to get a bid from Miller's Contracting Group for the cost of connecting these properties to the system, seconded by Dr. Brandeberry. Motion carried. Miller's Contracting Group performed the work in Belmore when the system was being installed. After the work is completed, the Health Department will pay for the installation and the property owners taxes will be assessed to reimburse the Health Department.

Upon the licensing inspection of the Wildcat Den, it was noted that several items were need before it could open. All items were completed with the exception of a plumbing inspection, which was scheduled but had not yet occurred at the time of this meeting. Mr. Unverferth made a motion to allow the Wildcat Den to operate with the understanding that the plumbing inspection must be completed within 30 days, seconded by Dr. Brandeberry. Motion carried.

Mr. Unverferth made a motion to reclassify Lisa Pope from an EH Clerk/Technician to an EH Technician at a pay rate of \$18.50 per hour, seconded by Dr. Brandeberry. Motion carried.

Nursing Division Business:

Ms. Recker reviewed the nursing report with the Board of Health members. The report highlighted Putnam County's COVID Case Update as well as a COVID Vaccine update. Ms. Recker also shared that ODOT is providing funds to help with transportation for individuals receiving COVID vaccinations. The program is called Rides to Community Immunity.

Ms. Recker reported that Pfizer has obtained Emergency Use Authorization for their vaccine for youth ages 12-15.

Administrative Business:

Dr. Brandeberry motioned to approve the hiring of Ms. Abigail Morman as Receptionist/Registrar at a pay rate of \$14.75 per hour, seconded by Mr. Unverferth. Motion carried.

Ms. Rieman reported that our Annual Report for our PHAB Accreditation has been approved by the Public Health Accreditation Board. Our next report is due next Spring with reaccreditation to occur in 2024.


Ms. Rieman shared that the Health District is undergoing our financial audit for 2019 and 2020.

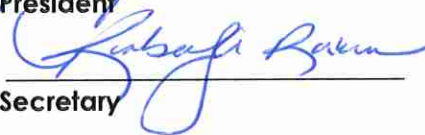
The Department will be educating individuals that even with many COVID orders being lifted on June 2, isolation and quarantine guidelines will continue.

Ms. Rieman asked the Commissioners if the flooring could be replaced throughout the health department. An estimate from Ottoville Hardware was obtained. The Commissioners proposed the Health Department to pay 50% of the cost. Ms. Rieman shared that Ohio Revised Code stipulated that the County Commissioners are responsible for providing space for the General Health District. Mr. Unverferth asked if the ORC could be provided for review. Ms. Rieman also shared that some Attorney General Opinions may also provide guidance on this issue. She will provide that information to the Board of Health and John Schlumbohm.

Mr. Unverferth made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 7:13 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

