

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
September 9, 2021**

The regular monthly meeting of the Putnam County Board of Health was held Thursday, September 9, 2021, at the Putnam County Health Department Conference Room with the following members present: Mr. Kyle Stechschulte, Mr. Matthew Herman, 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, Medical Director Dr. Jacinta Eickholt, 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 and Putnam County Sentinel Editor Steve Coburn-Griffis 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 August 12, 2021 Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

At 6:01 PM, Mr. Stechschulte made a motion to enter into Executive Session to discuss our contract with Lima Memorial Hospital, seconded by Mr. Burkhart. Roll call vote: Mr. Burkhart, yes; Mr. Herman, yes; Dr. Brandeberry, yes; and Mr. Stechschulte, yes.

The Board of Health entered Regular Session at 6:18 PM.

Putnam County HomeCare and Hospice

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

There were no Then and Now Purchase Orders

There were no Appropriation Transfers.

Financial reports through August 31, 2021 were shared with the Board of Health, indicating an increase in revenue. Some changes in staffing were made in July and August. Leadership continues to look into reasons to improve our bottom line. Mr. Herman asked staff to look at the indicators that drive our financial results.

Agency Update

Ms. Lucas reviewed the information in the PCHH Agency report. In addition, she reviewed some potential cost saving measures that are being reviewed by the staff.

Business Meeting

Ms. Lucas shared that currently, the agency does not balance bill for Home Health services for individuals not covered by traditional Medicare. Discussion followed. PCHH staff will look into what other agencies are doing regarding balance billing and this will be discussed at an upcoming meeting.

Mr. Herman made a motion to approve the revised Holiday Policy, seconded by Dr. Brandeberry. Motion carried.

Dr. Brandeberry motioned to verify the Board of Health's review of the Quality Improvement Quarterly Report, seconded by Mr. Burkhart. Motion carried. The Board had several questions about the QI report. These will be brought back to Ms. Place and information will be provided at the next meeting.

Ms. Lammers reviewed the Quarterly Marketing Report completed by Derek Buss. This was included in the packet.

Putnam County Health Department

Fiscal Business:

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

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

*41802	125OT	Heffner Printing, LLC	\$298.71
*41807	125OT	SYNCB/Amazon	\$25.31
*41806	E12	Treasurer of the State of Ohio	\$3,710.50

Mr. Burkhart made a motion to approve the following appropriations in Fund 63 (General Fund): \$1,325.31 into E3 – USI and \$3,710.50 into E12, Treasurer of State of Ohio, as well as an appropriation in Fund 125 (Septic Fund) to 125 OT, Blanket Other seconded by Mr. Herman. Motion carried.

There were no Transfers.

Environmental Division Business:

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

Ms. Schrader shared that since our last meeting, she met with staff working on the Operation and Maintenance Program, as well as Gary Lammers about potential changes to the program. She spoke also with Mr. Lammers about the safety of staff going out for evaluations. Staff will not go out on evaluations where there are concerns about safety. She also presented a draft of the letter and application that includes proposed changes for year 5.

Ms. Schrader noted that her department will be successful in spending the H2Ohio money on failing septic systems, however, the department still has \$150,000 in WPCLF money that can be spent before October 31, 2022. Ms. Schrader applied for an additional \$150,000 for the next funding cycle.

Mr. Herman motioned to approve the variance request for the property at 13596 Road 3, Riley Township to allow for the secondary treatment area to be closer than 10 feet from the dwelling, seconded by Dr. Brandeberry. Motion carried.

Ms. Schrader shared the proposed 2022 Food Fees for the first reading. Because of the effects of COVID on cost methodology (2020 activity must be used to establish fees for 2022), she is proposing that the fees stay the same for 2022. The fees will be presented again next month for the second reading.

Nursing Division Business:

Ms. Recker reviewed the Nursing Report for August and provided a COVID update. 70% of the cases are unvaccinated. The new cases who are vaccinated are having mild illness

Ms. Recker shared that our county's vaccination rate is 43.6%. We are seeing a small number of individuals coming in for 1st vaccines. Staff have begun giving booster doses to those with underlying medical conditions Sherri and Ms. Angela Recker are beginning to plan for 3rd doses.

Ms. Recker shared the Flu Vaccination Clinic schedule with the Board.

Ms. Recker and Commissioner Michael Lammers shared information from a meeting held to discuss the new building to be built on the Fairgrounds. Potential layouts for the building were shared with the Board of Health. The purpose of the building is to be used as an Event Center for the community and not as a Vaccine Center as originally stated. The request for overhead doors for drive through capability will not be considered. The potential of an awning or some type of overhang that can provide protection for our staff and individuals attending a mass vaccination/distribution clinic will be discussed.

Administrative Business:

Dr. Brandeberry motioned to approve the range in hours for Angela Recker from 16-32 hours, seconded by Mr. Burkhart. Motion carried.

Mr. Stechschulte made a motion to continue the current contract with Dr. Jacinta Eickholt for Medical Director services through 2021, seconded by Dr. Brandeberry. Motion carried.

Mr. Burkhart made a motion to appoint Abigail Morman as the Putnam County Health Department's Vital Statistics Registrar and Hearing Contact, seconded by Mr. Herman. Motion carried.

Ms. Rieman shared that with the passage of Senate Bill 22, there has been some confusion about isolation and quarantine authorities. A handout highlighting these authorities was included in the Board Member packet.

At the August Board of Health Meeting Ms. Rieman reviewed some potential staffing changes that may be the result of the Workforce Development Funding. A handout was included in the board member packet highlighting some potential changes. The leadership staff will continue to evaluate staffing needs.

Ms. Rieman shared that our agency continues to plan for the Community Health Assessment that is set to take place yet this fall. This Assessment will include a telephone interview for randomly chosen Putnam County residents. Ms. Rieman also encouraged the Board Members to complete the Strategic Planning Survey for Board Members.

Mr. Burkhart made a motion to adjourn, seconded by Mr. Herman. Motion carried. The meeting adjourned at 8:02 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