

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
December 8, 2021**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, December 8, 2021, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Mr. Joe Burkhart, Mr. Matthew Herman, Dr. Kent Brandeberry and Mr. Kyle Stechschulte. 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, and Emergency Preparedness Coordinator Angela Recker. Guests included Steve Coburn-Griffis and Mike Klear.

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

Mr. Burkhart made the motion to approve the minutes from the November 16, 2021 Board of Health Meeting, seconded by Mr. Herman. Motion carried.

Mike Klear, Putnam County EMA Director, attended our meeting. Ms. Rieman shared that Mr. Klear was instrumental in the county's COVID response and was a wonderful partner throughout the pandemic. It is fitting that he be recognized by the Board of Health for his hard work to keep our county safe and healthy. Ms. Angela Recker spoke of the guidance and assistance he provided the Health Department during the nearly 2 year response. The Board thanked him for his assistance.

The proposed contract for the Medical Director was sent to the Board Members for review prior to the meeting. Mr. Burkhart made a motion to accept the contract as proposed, seconded by Dr. Brandeberry. Motion carried.

The proposed contract for the Health Commissioner/Director of PCHH was sent to the Board Members prior to the meeting. Ms. Rieman asked for the same pay increase as the remainder of the Health District Staff. Discussion followed. Mr. Herman made a motion to approve Ms. Rieman's contract with a wage of \$48.22 per hour, seconded by Dr. Brandeberry. Motion carried.

Putnam County HomeCare and Hospice

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

There were no Then and Now Purchase Orders.

There were no Appropriation Transfers.

Agency Reports

Ms. Alt shared that the contract with PT Services for possible assistance in the event of a long-term vacancy was extended. The rate for services did not change from last year.

Ms. Lucas shared that Nathan Branum, one of our Hospice pastors, resigned his position with the agency.

Business Meeting

Ms. Rieman shared that a stay has been ordered for the CMS vaccine mandate. The staff have been notified. If the stay is lifted, Ms. Rieman will reach out to the HR Attorneys for guidance.

Ms. Lucas shared that Dr. Sandy retired from Lima Memorial Health System and that Dr. Dunne has now taken on the duties of covering our Hospice patients in the hospital. In addition, Ms. Rieman reported that she, Mr. Stechshulte, Mr. Herman, and Ms. Lucas attended a meeting with Lima Memorial Health System leadership and are interested in expanding the partnership with Putnam County HomeCare and Hospice. A meeting will be held on December 21, 2021 to further discuss this partnership.

Dr. Brandeberry made a motion to approve the LPN position description, seconded by Mr. Burkhart. Motion carried. Because we no longer work with Clemans, Nelson and Associates, this portion of the footer will be removed from the position description.

Mr. Burkhart made a motion to include the LPN position in already approved policies, seconded by Dr. Brandeberry. Motion carried. Mr. Herman asked PCHH leadership to look through personnel and agency policies to assure that the newly established LPN position is included in all relevant policies.

The QI update will be shared at the January meeting.

The Marketing Update was included in the packet. Ms. Lammers shared some highlights from the report.

Ms. Lammers shared that she reached out to Jamie Dixon, from the company that completes our cost report to enquire about his company's ability to review our finances for 2021 and make recommendations to improve our financial standing. Mr. Stechschulte made a motion to enter into a contract with Gilmore, Jason, Mahler, LTD not to exceed \$10,000, seconded by Dr. Brandeberry. Motion carried.

Ms. Lucas shared that the Bureau of Workers Compensation has been in touch with her and wants to discuss issues relating to driving for our employees. More will be shared at an upcoming meeting.

Ms. Lucas shared that we have had a high number of referrals during this first week of December. She asked the Board of Health for permission to allow for additional overtime for staff to cover these additional demands. It was determined that it may be preferable to have staff work overtime than to hire more staff and the demand be reduced.

Putnam County Health Department

Fiscal Business:

Dr. Brandeberry made a motion to approve expenditures for November 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.

*42686	E2a	McKesson	\$168.79
*42683	E2a	Sanofi Pasteur	\$3,671.76
*42688	E2a	Stericycle	\$119.81

Mr. Herman made a motion to approve the following appropriations in Fund 63 (General Fund): \$2,168.78 into E2a Blanket; \$119.81 into E2a Stericycle; \$9,671.76 into E2a Sanofi Pasteur; \$100.00 into E8 Ohio Division of Real Estate; \$5,700.00 into E10 PERS and \$5,000 into E10a Hospital Insurance and the following appropriations into Fund 171 (COVID): \$104,719.54 into 171CR Covid Response; \$42,811.75 into CT Contract Tracing; \$98,156.53 into EO Enhanced Operations; \$50,000.00 into VE Vaccine Efficacy; and \$20,000.00 and VN Vaccine Needs. The motion was seconded by Dr. Brandeberry. Motion carried.

There were no Transfers.

Mr. Burkhardt made a motion to approve the creation of the following line items in Fund 171 COVID – CN (COVID Vaccination) – Revenue and Expenditure Line Items and WD (Workforce Development) – Revenue and Expenditure Line Item, seconded by Mr. Herman. Motion carried.

Mr. Herman made a motion to approve minus appropriations, seconded by Mr. Burkhardt. Motion carried.

Mr. Herman made a motion to approve the following appropriate in Fund 125 (Septic) - \$136,991.21 into 125 Loan, for Loan Forgiveness seconded by Mr. Burkhardt. Motion carried.

Environmental Division Business:

Ms. Schrader reviewed the November monthly review with the Board of Health Members. The applications for year 5 went out for the Operation and Maintenance Program and have had a good response. Ms. Schrader also announced that we have money left in the WPCLF/H2Ohio program. Finally, a training for sewage contractors will be held on December 14.

Ms. Schrader noted that she and Ms. Rieman will be having an administrative hearing with a restaurant that has not shown improvement after several inspections. Mr. Stechschulte asked why we do not release the names of facilities that have poor inspections. Ms. Schrader noted that all inspection reports are public record and they can be asked for at any time. Dr. Eickholt noted that some Health Departments include the reports on their websites. Ms. Schrader noted that this could be done, but the office would need to provide education as some violations are worse than others and that just the number of violations does not provide the full picture of what is going on in the facility. The idea of making restaurant inspections available on the website will continue to be discussed.

Nursing Division Business:

Ms. Recker reviewed the Nursing Report/COVID update for November. She reported that the county experienced the highest COVID case count for 2021 the week after Thanksgiving. The vaccination rate for the county is 47.9%. We continue to see a high number of school aged children test positive. Both Ms. Recker and Ms. Rieman encouraged schools to mask all students through the holidays.

Mr. Burkhardt made a motion to extend the contract with Becky Dershem to assist with billing and posting for COVID and influenza vaccination through March 2022. Seconded by Dr. Brandeberry. Motion carried.

Mr. Burkhardt shared that Melissa Langhals, CNP spoke very highly of Ms. Recker and her work as our Director of Nursing.

Administrative Business:

Mr. Burkhardt made a motion to approve the Public Information Officer (PIO) Position Description, seconded by Dr. Brandeberry. Motion carried.

Mr. Herman made a motion to approve the hiring of Bridget Fischer for the position of part time PIO at an hourly rate of \$24.00, seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman shared that there was a movement to place on the ballot an issue that would disallow vaccine mandates. It was noted that this would not include school vaccine mandates. More information will be shared at upcoming meetings.

House Bill 218 has been introduced that will allow employer vaccine mandates but increases the ability for individuals to request exemptions. The public health community have asked for opponent testimony as the passage of this bill would further weaken vaccination efforts.

Mr. Herman made a motion to approve the Emergency Planner and Epidemiologist Contracts with Public Health Services Council of Ohio (PHSCO), seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman reminded the Board that all Board of Health Members must complete 2 hours of continuing education by the end of year.

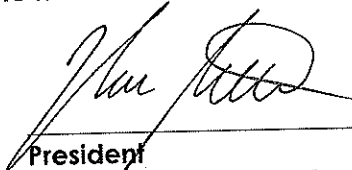
Mr. Burkhardt made a motion to provide lunch for the Putnam County Health Department during their December Staff Meeting/Employee Recognition luncheon, seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman gave an update on the flooring project. She also shared that she would like to look into the possibility of having a Camara/Security System installed at the Health Department. The Board approved this being explored.

At the December Board of Health Meeting, a potential conflict with the January Board of Health Meeting was voiced among the members. It was determined that the January Board of Health meeting would be moved to Wednesday, January 12, 2022 and the February meeting would be moved to Wednesday, February 9, 2022. Board Members present shared that Wednesday evenings may work better for meetings in the future. A new Board Meeting schedule will be determined at an upcoming meeting.

Mr. Herman made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 7:56 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