

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
February 9, 2022**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, February 9, 2022, at the Putnam County Health Department Waiting Room with the following members present: Mr. Joe Burkhart, Dr. Kent Brandeberry, Mr. Cory Unverferth and Mr. Kyle Stechschulte. Present from the Putnam County Health District were: Health Commissioner and Director of Putnam County HomeCare and Hospice Kim Rieman (virtual), Director of Environmental Health Brandi Schrader, Director of Nursing Sherri Recker, Clinical Supervisor Cathy Lucas, HR/Business Supervisor Jodie Lammers, Therapy Supervisor Stacy Alt and Home Health Patient Care Coordinator, Amanda Maxey. Putnam County Commissioner John Schlumbohm was also in attendance.

The meeting was called to order at 6:01 PM by Kyle Stechschulte.

Mr. Unverferth made the motion to approve the minutes from the January 12, 2022 Board of Health Meeting, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion to approve the Policy for the Delegation of Administration and Fiscal Management of Authority, seconded by Dr. Brandeberry. Motion carried.

Mr. Burkhart made a motion to move the Board of Health meetings days to the second Wednesday of each month, beginning in March, 2022, seconded by Mr. Unverferth. Motion carried.

Ms. Rieman shared that the District Advisory Council Meeting will be held on Monday, March 7 at 4:30 PM at Glandorf Elementary School. Mr. Burkhart has expressed his interest in serving another term on the Board of Health. The position will be posted on agency websites and in the Putnam County Sentinel.

Ms. Rieman explained ArchiveSocial, the service that archives social media sites as well as websites and helps maintain these public records. She noted that she and Mr. Burkhart will be speaking to the Commissioners to discuss having this service cover other county agencies so that the expense can be shared among several departments. Mr. Unverferth made a motion to approve the purchase of ArchiveSocial pending the approval by the Commissioners, seconded by Dr. Brandeberry. Motion carried.

Putnam County HomeCare and Hospice

Dr. Brandeberry made a motion to approve the expenditures for January 2022, seconded by Mr. Burkhart. Motion carried.

There were no Then and Now Purchase Orders.

There were no Appropriation Transfers.

Agency Update

An agency update was included in the board packet. Supervisors briefly reviewed the information from their departments.

Business Meeting

The QI coordinator rescinded her resignation prior to the Board of Health meeting. The Board discussed the position and determined that they would not grant the request to work from home.

The COVID 19 Vaccination Policy was provided to the Board of Health Members for review. Mr. Burkhart made a motion to approve the COVID Vaccination Policy, seconded by Dr. Brandeberry. Motion carried.

The Organizational Chart agenda item was tabled until the next meeting.

The QI Report was tabled for an upcoming meeting.

Mr. Unverferth made a motion to approve the Change in Status for Briana Kahle from full time Hospice Care Coordinator to PRN nurse effective March 7, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion to enter into a contract with Advanced MD, for the service of their EMR for our Palliative Care program and to complete the billing of patients up to the start of using this new EMR, seconded by Dr. Brandeberry. Motion carried.

Mr. Burkhart made a motion to approve the establishment and posting of the Aide Supervisor Position, seconded by Dr. Brandeberry. Motion carried.

Putnam County Health Department

Fiscal Business:

Dr. Brandeberry made a motion to approve expenditures for January 2022, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion, seconded by Dr. Brandeberry 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.

*43491	E5	PHSCO	\$9,400.00
*43789	125TR	Blanket Travel	\$1,500.00

Dr. Brandeberry made a motion to approve the following appropriation in Fund 63 (General Fund): \$9,400.00 into E5 Contracts seconded by Mr. Burkhart. Motion carried.

There were no Transfers.

Environmental Division Business:

Ms. Schrader reviewed the January 2021 Environmental Health and Operation and Maintenance reports that were included in the Board packet.

Mr. Burkhart approved a variance from the OAC 3701-28-03(FF) which allows the environmental staff to approval a well permit that the work was not done by a ODH registered private water contractor. The address is 300 N Water St., Ft. Jennings, OH, seconded by Dr. Brandeberry. Motion carried. The paperwork will be submitted by a registered contractor that verified all work was done correctly.

Ms. Schrader reviewed the 2021 Environmental Health Program review. She also shared with the Board of Health some concerns regarding moving forward with the Operation and Maintenance Program.

Nursing Division Business:

The nursing report was sent to the Board of Health Members prior to the meeting. Ms. Recker reviewed the report and shared that in January 2021, Putnam County report 1,507 positive COVID cases, the highest in any month.

Ms. Recker also shared that in January, ODH changed the guidance in how local health departments should follow up on cases, focusing only on cases in congregate settings and outbreaks. With this change in guidance from ODH, Ms. Recker noted that the School Liaison position approved at the January Board of Health meeting is no longer needed.

Ms. Recker then reviewed the reports that showed trends in vaccinations as well as nursing program financial trends from 2014 through 2021.

Administrative Business:

There was no specific Health Department Administrative Business discussed at this meeting.

Mr. Burkhart made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 7:39 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