

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
July 13, 2022**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, July 13, 2022, at the Putnam County Health Department Conference Room with the following members present: Mr. Kyle Stechschulte, Mr. Joe Burkhardt, Dr. Kent Brandeberry, Mr. Cory Unverferth and Mr. Matthew Herman. 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, HR and Business Supervisor Jodie Lammers and Therapy Supervisor Stacy Alt. Commissioner John Schlumbohm and Nick Brandeberry were present as guests.

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

Dr. Brandeberry made the motion to approve the minutes from the June 8, 2022 Board of Health Meeting, seconded by Mr. Unverferth. Motion carried.

Putnam County HomeCare and Hospice

Mr. Burkhardt made a motion to approve the expenditures for June 2022, seconded by Mr. Unverferth. Motion carried.

There were no Then and Now Purchase Orders.

Mr. Burkhardt made a motion to approve the Transfer \$300,000 from Hospice to Palliative Care Seconded by Dr. Brandeberry. Motion carried.

The PCHH Midyear Financials were included in the packet that was sent to the Board prior to the meeting. The Board discussed items to be reviewed to determine where changes can be made to increase revenue or decrease expenses. There was some discussion about some preliminary information regarding types and numbers of visits and reimbursement obtained by Ms. Alt. The group discussed that this could be looked at closer. Attention again turned toward the nursing schedule as that was noted during our fiscal review to be the reason for our decrease in our financial condition. Mr. Stechschulte stated that he reviewed the schedule after the last meeting and was surprised at the low number of patients seen (on that day) by the nurses. He asked that Ms. Lucas review how she makes out the schedule at the next Board of Health Meeting.

Mr. Unverferth motioned the following: To rename Fund 116 from Private Duty to Palliative Care, and rename Fund 102 from Home Care Donations to Aging In Place Grant; Establish the following appropriations within Fund 102, Aging in Place Grant:

Revenue:	102 GR Grant Revenue
	102 AI Advance In
Expenditures:	102 SA Salaries
	102 FR Fringes
	102 TRN Transportation/Mileage
	102 EDUContinuing Education/Training
	102 AOAdvance Out;

Establish appropriation 66 AO (Advance Out) within Home Health to appropriate \$2,000.00 into 66 AO. Also, Advance \$2,000.00 from 66 AO (Advance Out) Home Health to 102 AI (Advance In) Aging In Place Grant; and appropriate into the following line items:

102 SA Salaries	\$5,000.00
102 FR Fringes	\$ 500.00
102 TRN Transportation/Mileage	\$2,500.00
102 EDU Continuing Education/Training	\$2,000.00
102 AO Advance Out	\$2,000.00

The motion was seconded by Dr. Brandeberry. Motion carried.

Mr. Herman made a motion to approve the PCHH 2nd Quarter Credit Card Report, seconded by Mr. Burkhart. Motion carried.

Agency Update

An agency update was included in the board packet. Ms. Alf reviewed the information within the report. In addition to the report, Ms. Rieman shared that the agency received a letter from an attorneys office in regards to the motor vehicle accident involving one of our aides. Information has been shared with Prosecutor Gary Lammers and Rob Fawcett with our liability insurance company.

Business Meeting

A contract between the Putnam County Health Department and Putnam County Homecare and Hospice was included in the packet. The contract is made possible through the Public Health Workforce Grant awarded to the Health Department and will help fund the Aging in Place program being implemented by Occupational Therapist Whitney Niese. Mr. Herman motioned to approve the contract pending Prosecutor Gary Lammer's recommendation for who should sign the contract, seconded by Mr. Burkhart. Motion carried.

Mr. Unverferth made a motion to approve the revised Resignation/Termination Policy, seconded by Dr. Brandeberry. Motion carried.

Mr. Unverferth made a motion to approve the revised Comp Time Policy, seconded by Dr. Brandeberry. Motion carried. Mr. Burkhart and Mr. Stechschulte opposed the motion but it was approved by a majority vote.

Ms. Lammers shared the Marketing Report that was compiled by Mr. Buss.

Ms. Lammers shared that Marcia Klima, Licensed Massage Therapist, requested an increase in reimbursement from the agency while doing massages for Hospice patients. Mr. Herman motioned to increase her rate to \$45.00 per visit, seconded by Mr. Unverferth. Motion carried.

Putnam County Health Department

Fiscal Business:

Dr. Brandberry made a motion to approve expenditures for June 2022, seconded by Mr. Unverferth. 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.

*43593	E5	PHSCO	\$18,600.00
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Mr. Unverferth made a motion to approve the following appropriation in Fund 125, Septic: \$75,000.00 to 125 WPCLF and \$18,600.00 in Fund 63, General Health to E5 Contracts. The motion was seconded by Dr. Brandberry. Motion carried.

There were no Transfers.

Mr. Burkhart motioned to approve Resolution 2022-01 Request for County Auditor Certification for Levy for November 2022, seconded by Mr. Herman. Roll call vote: Dr. Brandberry, yes; Mr. Unverferth, yes; Mr. Herman, yes; Mr. Burkhart, yes; Mr. Stechschulte, yes. Motion carried.

Dr. Brandberry motioned to approve the PCHD Mid Year Revenue and Expense Report, seconded by Mr. Unverferth. Motion carried.

Mr. Herman made a motion to approve the PCHD 2nd Quarter Credit Card Report, seconded by Mr. Burkhart. Motion carried.

Environmental Division Business:

Ms. Schrader reviewed the June 2022 Environmental Health and Operation and Maintenance reports that were included in the Board packet.

Mr. Herman motioned to approve the variance from Ohio Administrative Code 3701-28-03(Q) for Dusty Pester to reinstate his pond permit due to a delay in the building process, seconded by Mr. Unverferth. Motion carried.

Nursing Division Business:

The Nursing Board Report was shared with members prior to the meeting. Ms. Recker highlighted information in the report.

Ms. Recker shared that COVID Vaccine for the youngest age group (6 months to 5 years) has been approved. The Health Department is the only agency providing this vaccine in the county. Our department is stocking the Moderna vaccine for this population. In addition, she noted that ODH came for a COVID vaccine site visit and that the agency passed with no findings for correction.

Ms. Recker briefly updated the Board on the Community Health Improvement Plan (CHIP) process. The three priority areas include Healthy Behaviors, Mental Health and Suicide and Community Conditions. The plan is to have the CHIP completed by September.

Ms. Recker will be attending a training for Grief Recovery Method so that she can be a trainer in our community.

Administrative Business:

The Strategic Plan 2nd quarter update was included in the packet. Mr. Herman motioned to approve the Strategic Plan updated, seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman shared that the Health Department is the only county-owned building that does not have a security system. She applied for and was awarded a \$1,000 grant from PEP (Public Entities Pool) to put toward the purchase and installation of a system. A quote obtained by our county IT department was shared with the Board of Health. The Board decided to table a decision on the system until an updated quote was obtained to include the specifics of the system to be installed.

The revision for the Retention Policy will be presented next month.

Ms. Rieman shared information about the Ohio Constitutional Amendment that would limit vaccine mandates imposed by businesses, health care providers and governments. The next step in this process is to collect signatures to get it on the ballot. The earliest it will be on the ballot is in 2023. Ms. Rieman will share information as it becomes available.

Mr. Herman made a motion to adjourn, seconded by Mr. Unverferth. Motion carried. The meeting adjourned at 7:49 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