

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
August 10, 2022**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, August 10, 2022, at the Putnam County Health Department Conference Room with the following members present: Mr. Kyle Stechschulte, Mr. Joe Burkhart and Dr. Kent Brandeberry. 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 and Therapy Supervisor Stacy Alt.

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

Joe Burkhart made the motion to approve the minutes from the July 13, 2022 Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman noted that the annual Fall Conference for Health Commissioners conflicts with the regularly scheduled Board of Health Meeting for September. The Board Member was rescheduled for Monday, September 19 at 6:00 PM at the Health Department. Proper notification to the public will occur.

Putnam County HomeCare and Hospice

Dr. Brandeberry made a motion to approve the expenditures for July 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. Ms. Lucas reviewed the information within the report.

Business Meeting

At the July Board of Health Meeting, the Board discussed the progress of the agency in addressing Mr. Dixon's concern about adjusting the nursing schedule and Mr. Stechschulte encouraged the review of the schedule with the full Board so that changes could be made to address Mr. Dixon's suggestions. A discussion about the schedule, as well as other cost saving issues ensued. Mr. Stechschulte encouraged Ms. Lucas to bring data or information to the next meeting that indicates what changes were made to improve the schedule.

Mr. Burkhart motioned to approve the hiring of a Marketer prior to next month's Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

Dr. Brandeberry made a motion to hire Jill Unverferth, PRN Speech Therapist at a rate of \$37.00/hour, seconded by Mr. Burkhart. Motion carried.

Ms. Lucas provided a follow-up regarding Summer Poland, former Social Worker with the agency. She has given up her license and will not be able to practice as a Social Worker.

Putnam County Health Department

Fiscal Business:

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

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

*43599	171WD	P.C. HomeCare & Hospice	\$10,100.00
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Dr. Brandberry made a motion to approve the following appropriation in Fund 94, Swimming Pools: \$100.00 to 94 ST (Share to State). The motion was seconded by Mr. Burkhart. Motion carried.

There were no Transfers.

Environmental Division Business:

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

Prior to the July Board of Health Meeting, Ms. Rieman and Ms. Schrader met with three food establishments. Two of those establishments were granted conditional licenses and failed to meet the conditions they were to complete to remain open. All establishments were given until August 10, 2022 to meet these requirements.

Charles Aguirre from the Filling Station was present at the meeting. The educational requirements were completed. Mr. Aguirre noted that he has completed everything that he is able to do and is waiting to get the permit to complete the work on his establishment. Mr. Stechschulte made a motion to extend the conditional license until the September Board of Health meeting, seconded by Mr. Burkhart. Motion carried.

Society Nutrition also did not have the work completed by the Board Meeting deadline. Mr. Stechschulte made a motion to extend the conditional license until the September Board of Health meeting, seconded by Mr. Burkhart. 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 the COVID Numbers have increased slightly in July. The department has begun providing COVID Vaccine for the youngest age group (6 months to 5 years) with limited uptake. The Bivalent COVID Vaccine is expected to be approved in September.

The Community Health Improvement Plan subcommittees are continuing to meet with the next meeting scheduled for August 31. The group hopes to have the plan completed this Fall.

Immunizations for Back to School are underway. Appointments early in the morning and late in the afternoon book quickly.

Ms. Recker shared that she has completed the training and is now a Certified Grief Recovery Method Specialist. A grant paid for the training cost and the department paid for the travel and her time associated with the training. Through the grant, Ms. Recker must provide a specific number of trainings in the community and may be asked to provide education in surrounding communities. More will be shared as this project progresses.

Ms. Recker provided a brief review of Monkey Pox. At this time, we have had no confirmed cases in our county. Vaccine is extremely limited and has only been given to the larger cities in Ohio.

Administrative Business:

The revised Performance Management Plan was included in the Board Packet prior to the meeting. Dr. Brandeberry made a motion to approve the Performance Management Plan, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion to approve the continuation of the flexible work schedule (4/10 hour days), seconded by Dr. Brandeberry. Motion carried.

Mr. Rieman shared that in an effort to promote work-life balance, the Health Department would now like to implement a telework (work from home) option for employees. Not all positions will be able to work from home and employees asking for this option must work with their supervisor to ensure that this works for her department and for the agency. Dr. Brandeberry made a motion to approve of the trial period to allow for telework, seconded by Mr. Burkhart. Motion carried.

Mr. Burkhart made a motion to approve the revised Staff Recognition Policy, seconded by Dr. Brandeberry. Motion carried.

A revised quote for a security system was included in the packet. Mr. Burkhart made a motion to approve the installation of a security system at the Putnam County Health Department, seconded by Dr. Brandeberry. Motion carried.

Ms. Rieman shared that the 5 year, .5 mil levy will be on the ballot in November.

Mr. Burkart made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 7:48 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