

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
May 14, 2025**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, May 14, 2025, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Mary Kay Verhoff, Mr. Joe Burkhardt and Ms. Noralu Kahle. Present from the Putnam County Health District were: Health Commissioner Kim Rieman, Director of Nursing and Health Promotion Sherri Recker, Director of Fiscal and Human Resources Jodie Lammers, and PCHH Clinical Supervisor Christy Altstaetter. Mr. Brad Brubaker, County Commissioner was a guest of this meeting.

The meeting was called to order at 6:05 PM by Mr. Burkhardt.

Ms. Verhoff made the motion to approve the minutes from the April 9, 2025 Board of Health Meeting, seconded by Ms. Kahle. Motion carried.

A revised Delegation of Authority was included in the board packet. The revision would allow Ms. Rieman to approve the payment of bills on the Board's behalf when they come in after the Board Meeting but are due prior to the next board meeting. Following the April Board Meeting, Mr. Burkhardt spoke with Ms. Troyer from the Auditor of State's office and Ms. Rieman reached out to Prosecutor Lammers for guidance. In addition, Ms. Rieman spoke with other Health Commissioners who used authority granted in their Delegation of Authority to ensure that bills are paid on time. Ms. Kahle made a motion to approve the revised Delegation of Authority, seconded by Ms. Verhoff. Roll call vote: Ms. Verhoff, yes; Ms. Kahle, yes; Mr. Burkhardt, yes. Motion carried. Mr. Boop's revised Delegation of Authority for Putnam County HomeCare and Hospice will be brought to the next meeting.

Putnam County Health Department

Fiscal Business:

Ms. Kahle made a motion to approve expenditures for April 2025, seconded by Ms. Verhoff. Motion carried.

Ms. Kahle made a motion to approve the following appropriations, seconded by Ms. Verhoff. Motion carried.

- Fund 8067, Food: Appropriate \$10,000.00 into 8067-46-380-50400 for Supplies.
- Fund 8171, Workforce: Appropriate \$31,000.00 into 8171-46-380-503000 for Henry County Health Department Epidemiologist
- Fund 8073, PHEP; Appropriate \$2,000.00 into 8073-46-380-502000 for OPERS

Ms. Verhoff made a motion to approve the following purchase orders/requisitions, seconded by Ms. Kahle. Motion carried:

- | | |
|--|-------------|
| • 25-DOH-0014 67SU FOOD Supplies | \$10,000.00 |
| • 25-DOH-0015 WF 171COW-Epidemiologist | \$31,000.00 |

Ms. Verhoff made a motion to approve the following payment once the invoice is obtained, seconded by Ms. Kahle. Motion carried.

- Ohio Division of Real Estate TBD

Environmental Division Business:

Ms. Rieman reviewed the EH Division and Operation and Maintenance Monthly report with the Board of Health.

A variance request for the property located at 12756 Road 12H, Ottawa, was presented to the Board of Health to allow for a change in location of a carbon filter for a pond system that is in contrast to what is specified in

Ohio Administrative Code. Prior to the meeting, Ms. Skulina, Environmental Health Director, provided Ms. Rieman with an Ohio Administrative Code reference that with her understanding indicates that a variance such as the one being requested could not be granted. Discussion followed. Ms. Verhoff made a motion to deny the variance request, seconded by Ms. Kahle. Motion carried.

Ms. Rieman reviewed the history of noncompliance of the Dollar General store in Kalida to address repeat violations of a leaking roof and broken ceiling tiles in 2023, 2024 and 2025. In following department policy, management of the facility was asked to attend an Administrative Hearing with the Health Commissioner and Environmental Health staff on June 8 and a representative did not attend. Ms. Kahle made a motion to order Dollar General to fix the roof and replace ceiling tiles by the June 11 Board of Health meeting, seconded by Ms. Verhoff. Motion carried. The facility will be inspected prior to the meeting and progress will be reported to the Board of Health to determine compliance and the possibility of taking action on the facility's food license.

Nursing Division Business:

Ms. Recker reviewed the PCHD Nursing/Health Promotion Report that was included in the Board Packet.

Ms. Kahle made a motion to approve the revision of the Vaccination During Pregnancy Policy, seconded by Ms. Verhoff. Motion carried.

Administrative Business:

The PHAB Reaccreditation Site Visit was held on May 7. Ms. Rieman shared that the visit went well and all requested documentation was uploaded to the PHAB site. The Board that makes the final determination only meets quarterly, with the next meeting occurring in August, 2025.

An activity in the Workforce Pillar of PCHD's Strategic Plan is to complete PHAB's Workforce Calculator. This tool assists health departments in determining how many staff are needed to achieve Public Health Foundational Capabilities. Ms. Rieman and the leadership team completed the tool on May 8. The results showed that the optimal staffing for our health department is 20.5 FTE's. Our current staffing is 14.4 FTE's. The next step is for Ms. Rieman and Ms. Lammers to determine how to obtain additional funding for needed positions.

Ms. Rieman reviewed AOHC's (Association of Ohio Health Commissioners) opposition on several items in Ohio's Budget Bill that is currently in the Senate. The Items reviewed include the following: The decrease of funding for the public health lab; removal of the prosecutor from the

County Budget Commission and replace with the chairperson of the County Commissioners; removal of the requirement for a soil evaluation when installing a septic system; removal of the expansion of Help Me Grow/Family Connects Program to all 88 counties and the decrease in funding for lead mitigation. Ms. Rieman sent a letter to Senator McColley explaining AOHC's position. Updates on the Ohio and Federal budget process will be provided at upcoming meetings.

Ms. Rieman also shared an update on an item of proposed legislation in Ohio. HB 182 would prohibit a public water system from adding fluoride to its water. There have been no additional hearings scheduled for this bill.

Ms. Rieman and Commissioner Brubaker also shared that the Ohio Attorney General's Office has accepted the petition title and summary of a proposed constitutional amendment - "Abolishment of Taxes on Real Property". This would be a great concern to Health Districts.

Putnam County HomeCare and Hospice

Ms. Verhoff made a motion to approve expenditures for April 2025, seconded by Ms. Kahle. Motion carried.

There were no Then and Now Purchase Orders.

Ms. Kahle made a motion to approve the following appropriations, seconded by Ms. Verhoff. Motion carried.

- Within Fund 8066 (Home Health) - \$7,500 to 8066-46-300-506015 (DLS – Dues, Licenses and Subscriptions)
- Within Fund 8116 (Palliative)- \$1,000 to 8116-46-300-504000 (Supplies)

Ms. Kahle motioned to approve the following transfers, seconded by Ms. Verhoff. Motion carried.

- Within Fund 8116 (Palliative) \$25,000 from 8116-46-300-501100 (Palliative Compensation) to line item 8116-46-300-50200 (Palliative OPERS)
- Within Fund 8101 (Hospice) \$110,000 from 8101-46-300-501100 (Hospice Compensation) to line item 8101-46-300-50200 (Hospice OPERS)
- Within Fund 8066 (Home Health) \$110,000 from 8066-46-300-501100 (Home Health Compensation) to line item 8066-46-300-50200 (Home Health OPERS)
- Within Fund 8059 (Homemaker Aide) \$6,500 from 8059-46-300-501100 (Homemaker Aide Compensation) to line item 8059-46-300-50200 (Homemaker Aide OPERS)

The Financial Reports for each of the funds for Putnam County HomeCare and Hospice were provided to the Board prior to the meeting and were briefly reviewed.

Agency Update

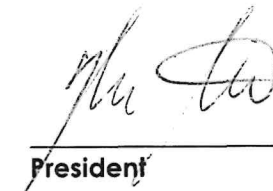
A recording of Director Trent Boop covering the monthly update was made available to the Board Members. In the recording he covered financials, including an explanation of needed changes in Home Health to be more profitable. Ms. Altstaetter provided additional information on the topics covered in the recording.

Business Meeting

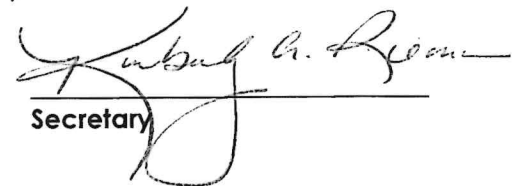
There was no other business.

Ms. Kahle made a motion to adjourn, seconded by Ms. Verhoff. Motion carried. The meeting adjourned at 6:49 PM.

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