

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
June 11, 2025**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, June 11, 2025, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Mary Kay Verhoff, Dr. Kent Brandeberry, Mr. Kyle Stechschulte, Mr. Joe Burkhart 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, Director of Environmental Health Beth Skulina, and Director of PCHH Trent Boop. Mr. Brad Brubaker, County Commissioner and Josh Brandeberry, Allan Ricker and Brendon Hill were guests of this meeting.

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

Mr. Burkhart made the motion to approve the minutes from the May 14, 2025 Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

A revised Delegation of Authority for Mr. Boop was shared with the Board of Health, along with a document highlighting the revisions. Mr. Boop reviewed the changes and discussion followed. Mr. Stechschulte made a motion to approve the Delegation of Authority with a revision to note that actions taken under this delegation will be brought to the next Board of Health meeting. The motion was seconded by Mr. Burkhart. Motion carried.

Putnam County Health Department

Fiscal Business:

Dr. Brandeberry made a motion to approve expenditures for May 2025, seconded by Ms. Verhoff. Motion carried.

Mr. Burkhart made a motion to approve the following appropriations within fund 8171-Workforce Development, seconded by Dr. Brandeberry. Motion carried.

- \$35,000.00 into 8171-46-38-501100; Salaries
- \$7,000.00 into 8171-46-380-502000; OPERS
- \$1,000.00 into 8171-46-380-502100; Medicare Tax
- \$1,000.00 into 8171-46-380-502200; Workers' Comp

There were no Purchase Orders/Requisitions.

Ms. Verhoff made a motion to approve the following payments once the invoices are obtained, seconded by Dr. Brandeberry. Motion carried.

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| • Ohio Division of Real Estate | TBD |
| • Elan Financial Services (CC#1) | TBD |
| • Elan Financial Services (CC#2) | TBD |

Environmental Division Business:

Ms. Skulina reviewed the June 2025 Environmental Board of Health report with those present. Included in this report was an update on the Kalida Dollar General and the proposed Oak and Ember facility.

Dr. Brandeberry made a motion to approve the hiring of Jacob Levandowski to the position of Registered Environmental Health Specialist in Training. Mr. Burkhart seconded the motion. Motion carried.

Nursing/Health Promotion Division Business:

Ms. Recker reviewed the PCHD Nursing/Health Promotion Report that was included in the Board Packet. The communicable disease report, including information on a recent TB case was included in this report. The County Commissioners are the county's TB control unit and are responsible for costs related to these cases including the cost of the Direct Observed Therapy (DOT). Ms. Recker shared that the agency was informed that they were awarded two grants since the last Board of Health Meeting. A potential contract opportunity with Brookhill was also discussed.

Administrative Business:

In the Nursing & Health Promotion Board Report, Ms. Recker noted that Dolores Garcia completed her CHW certification through the Ohio Board of Nursing. The Board wished to extend their congratulations to Ms. Garcia for this accomplishment.

Ms. Rieman shared that she had signed a continuation of contract with the Fulton County Health Department for Epidemiology Services. This contract is necessary to complete a Public Health Emergency Preparedness (PHEP) requirement.

Revised Personnel Policies Chapters 6, 7 and 8 and a document highlighting the proposed changes were shared with the Board prior to the meeting. Ms. Verhoff made a motion to approve the proposed changes, seconded by Ms. Kahle. Motion carried.

Ms. Rieman shared an update on the Ohio biennial budget as well as the federal budget process. Also included in this update were legislative bills that have been proposed and their potential effects on Public Health. Putnam County Commissioner Brubaker shared his concerns with the Property Tax Reform movement that is happening in Ohio. Finally, the concerns of the removal of the ACIP (Advisory Committee for Immunization Practices) advisors were shared with the Board of Health.

Putnam County HomeCare and Hospice

Mr. Burkhart made a motion to approve expenditures for May 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 8101 (Hospice) - \$25,000 to 8101-46-300-506003 (Other Expenses)
- Within Fund 8102 (Aging in Place)- \$1.48 into 8102-46-300-502100 (Medicare) and \$102.42 into 8102-46-300-501100 (Employee Compensation)

Agency Update

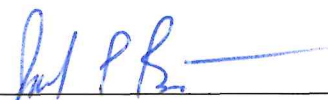
The Profit and Loss reports for the PCHH funds were shared with the Board prior to the meeting. Mr. Boop also provided a presentation that contained an update on AR and the agency's census. He announced the hiring of a professional to make sure that patients are transitioning appropriately from Palliative Care to Hospice. In addition, he shared information about using AI to ensure that charting is complete and the development of AI tool to assist in proper coding.

Business Meeting

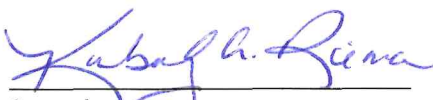
There was no other business.

Mr. Burkhardt made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 7:09 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