

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
May 13, 2026**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, May 13, 2026, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Nancy Rampe, Mr. Joe Burkhardt, Ms. Noralu Kahle and Dr. Kent Brandeberry. Present from the Putnam County Health District were: Health Commissioner Kim Rieman, Director of Environmental Health Beth Skulina, Interim Director of Operations Ashley Schroeder. Putnam County Commissioner Brad Brubaker was a guest of the meeting.

The meeting was called to order at 6:03 PM by Mr. Burkhardt.

Dr. Brandeberry made the motion to approve the minutes from the April 8, 2026 Board of Health Meeting, seconded by Ms. Kahle. Motion carried.

Putnam County Health Department

Fiscal Business:

Ms. Kahle made a motion to approve expenditures for April 2026 seconded by Ms. Rampe. Motion carried.

A list of bills paid using the Delegation of Authority of Kim Rieman, Health Commissioner since the April 2026 meeting was shared with the Board of Health. Ms. Rampe made a motion to verify the payment of those bills and to allow Ms. Rieman to use her Delegation of Authority to approve the payment of bills due prior to the June Board of Health Meeting, seconded by Dr. Brandeberry. Motion carried.

There were no Then and Nows.

Ms. Rieman presented a resolution to the Board of Health requesting the following:

1. To establish an Account Number within 8166 Creating Healthy Communities Grant Fund: Account number 8166-41-380-510000 (Transfer Out).
2. To appropriate \$1,838.97 into 8166-41-380-510000 (Transfer Out) within Creating Healthy Communities Grant fund.
3. To transfer \$1,838.97 from 8166-41-380-510000(Transfer Out) Creating Healthy Communities Grant to 8171-21-380-421000 (Transfer In) Workforce Development Grant.

Ms. Kahle made a motion to approve the establishment of account, the appropriation of \$1,838.97 into the newly established account, and the requested transfer, seconded by Ms. Rampe. Motion carried.

The April Financial Report was included in the Board of Health Packet. Ms. Rampe made a motion to approve the April 2026 Financial Report, seconded by Dr. Brandeberry. Motion carried.

Environmental Division Business:

Ms. Skulina reviewed the April 2026 Environmental Health Report with the Board of Health. Highlights from the report included information about the receipt of renewals and year 9 of the Operation and Maintenance Program and an update on sewage treatment/private water enforcement that was sent to Gary Lammers.

A revised Policy for Determining Accessibility of Sanitary Sewerage System was sent to the Board of Health for review. Ms. Kahle motioned to approve the revised policy, seconded by Dr. Brandeberry. Motion carried.

Nursing/Health Promotion Division Business:

Ms. Rieman reviewed the PCHD Nursing/Health Promotion Report that was included in the Board Packet. Included in the report was April Communicable Disease information and various grant and program updates. Matter of Balance and Tai Chi classes are currently being offered by the department.

A contract between PCHD and the Village of Ottawa was provided to the Board of Health for review. This contract allows for the use of Creating Healthy Communities Grant funds to assist in the purchase of all abilities play ground equipment for Memorial Park in Ottawa. Ms. Rieman reiterated that this was the result of a grant deliverable and is not coming from health district funds. Ms. Rampe motioned to approve the contract. Dr. Brandeberry seconded the motion. Motion carried.

Administrative Business:

Ms. Rieman provided a handout to the Board that was created by the Ohioans to Protect Public Services that highlights what an abolishment of property taxes would mean for Public Health and provided an update on the movement of this ballot initiative. More information will be provided at upcoming meetings.

Ms. Rieman also noted that this summer, the agency will be working with staff to trial flexible work schedules. This will result in some extended hours with earlier start times. Throughout this trial period, staff will collect activity data to determine if a change in hours would be beneficial for residents.

Putnam County HomeCare and Hospice

Dr. Brandeberry made a motion to approve expenditures for April 2026, seconded by Ms. Kahle. Motion carried.

One bill was paid using the Delegation of Authority of Kim Rieman, Health Commissioner since the April 2026 meeting and it was shared with the Board of Health. Ms. Rampe made a motion to verify the payment of that invoice and to allow Ms. Rieman to use her Delegation of Authority to approve the payment of bills due prior to the June Board of Health Meeting, seconded by Ms. Kahle. Motion carried.

There were no Then and Now Resolutions.

Following the April Board of Health meeting, it was discovered that an appropriation of \$.74 was needed to line item 8102-46-300-502200. Ms. Rampe made a motion to verify the approval of the appropriation of \$.74 from account 8102-00-000-101000 to account 8102-46-300-502200, seconded by Dr. Brandeberry. Motion carried.

There were no Transfers.

Dr. Brandeberry made a motion to approve the April Financial Report, seconded by Ms. Kahle. Motion carried.

Agency Update

Ms. Schroeder reviewed a presentation with the Board of Health that included Clinical, Sales and Marketing, Growth and Revenue Cycle information. In addition, she shared information about Trinita Management Services and reviewed a proposed one-year contract with the agency.

Business Meeting

Ms. Schroeder reviewed the proposed changes to the Mileage Reimbursement Policy. Ms. Rampe made a motion to approve the proposed revisions, seconded by Dr. Brandeberry. Motion carried.

Ms. Kahle made a motion to approve the proposed revisions to the Employee Evaluation Policy. The motion was seconded by Ms. Rampe. Motion carried.

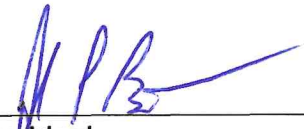
Ms. Kahle motioned to enter into a contract with Pathways Counseling Center for nursing services. Dr. Brandeberry seconded the motion. Motion carried.

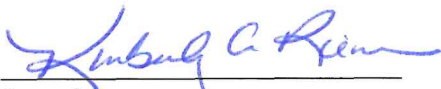
The potential contract with Trinita Management Services was discussed and the Board of Health had several items that they felt needed additional consideration. This agenda item was tabled until a future meeting.

PCHH staff have reached out to Megan Seitz Clinton for clarifications on questions about the 501c3 Friends of Putnam County HomeCare and Hospice. Additional information will be brought to an upcoming meeting.

Dr. Brandeberry made a motion to adjourn, seconded by Ms. Kahle. Motion carried. The meeting adjourned at 7:50 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

**PUTNAM COUNTY BOARD OF HEALTH
SPECIAL MEETING SUMMARY
May 20, 2026**

A Special Monthly Meeting of the Putnam County Board of Health was held Wednesday, May 20, 2026, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Mary Kay Verhoff, Mr. Joe Burkhart, Ms. Noralu Kahle, Ms. Nancy Rampe and Dr. Kent Brandeberry. Present from the Putnam County Health District were: Health Commissioner Kim Rieman, Ashley Schroeder, Christy Alstaetter, Cindy Dietering and Dr. Jacinta Eickholt. Jessica Schlosser, Stacy Alt from PCHH and Lisa Von Lehmden, Katie Eisel and Sean Welch from Trinitri Management joined via Zoom.

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

Presentation/Discussion of Trinitri Management Contract

The members of the Trinitri Management team introduced themselves to the Board of Health.

The Board of Health asked questions of the Trinitri Management Team including what the engagement would look like, when the agency could expect to break even financially and past experiences with assisting other Home Health and Hospice agencies.

Discussion of the contract followed the Trinitri Management presentation.

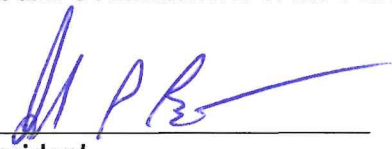
Brandeberry made a motion to direct Health Commissioner Rieman to ask Trinitri Management to accept a decreased monthly cost and a clause that allows either party to terminate the agreement without cause if the agency's balance falls below a specified amount. The motion was seconded by Ms. Verhoff. Motion carried. The Board agreed to let Ms. Rieman sign the contract if she felt the new terms were acceptable.

Update on Charitable Fund/Friends of Putnam County HomeCare and Hospice

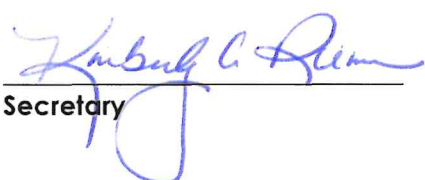
Mr. Burkhart, Ms. Rieman and Ms. Schroeder met with Attorney Megan Sietz Clinton. Upon a very quick review of information, she believes that the 501c3 Friends of Putnam County HomeCare and Hospice was not dissolved but wanted to review the minutes and other materials before she made that claim and provided additional advice. She will also reach out to the Auditor and Putnam County Prosector Gary Lammers. Information will be shared at the next Board of Health meeting.

Dr. Brandeberry made a motion to adjourn, seconded by Ms. Rampe. Motion carried. The meeting adjourned at 7:25 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



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