

PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
June 10, 2026

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, June 10, 2026, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Nancy Rampe, Mr. Joe Burkhart, Ms. Noralu Kahle, Ms. Mary Kay Verhoff and Dr. Kent Brandeberry. Present from the Putnam County Health District were: Health Commissioner Kim Rieman, Interim Director of Operations Ashley Schroeder and Director of Business/HR Mike Odle. Putnam County Commissioner Brad Brubaker was a guest of the meeting.

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

Ms. Verhoff made the motion to approve the minutes from the May 13, 2026 Board of Health Meeting, seconded by Ms. Kahle. Motion carried.

Dr. Brandeberry made a motion to approve the minutes from the May 20, 2026 Special Board of Health Meeting. The motion was seconded by Ms. Kahle. Motion carried.

Putnam County Health Department

Fiscal Business:

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

A list of bills paid using the Delegation of Authority of Kim Rieman, Health Commissioner since the May 2026 meeting was shared with the Board of Health. Ms. Kahle 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 July Board of Health Meeting, seconded by Ms. Rampe. Motion carried.

There were no Then and Nows.

There were no Appropriations.

There were no Transfers.

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

Environmental Division Business:

Ms. Rieman reviewed the Environmental Health Report with the Board of Health. The Operation and Maintenance Program permit applications as well as information proposed in Substitute House Bill 692 was highlighted in the report. Ms. Rieman briefly shared her concerns with some of the items in the proposed bill. As this bill goes through the legislative process, Ms. Rieman and Ms. Skulina will update the Board.

Commissioner Brubaker asked if anyone from Vaughnsville had contacted the Health Department about concerns with their water. Ms. Rieman shared that the agency has not received any calls of concern. Commissioner Brubaker asked to have Ms. Skulina contact the Commissioners when they are in session.

Nursing/Health Promotion Division Business:

Ms. Rieman reviewed the PCHD Nursing/Health Promotion Report that was included in the Board Packet. Grant updates and communicable disease information was included in the report. PCHD was awarded the school personnel influenza immunization contract. This will result in our agency providing almost 700 more vaccines this fall. Also included in the report was information about the change in immunization clinic hours from 2 late clinics to 1 late clinic and the removal of the 4th Wednesday morning clinic each month.

Ms. Recker had shared with the Board at an earlier meeting that Health Educator, Ms. Sarah Nsiah was approached by ODH to complete an additional deliverable for the Tobacco Grant. Ms. Nsiah completed this deliverable resulting in WIC adopting a new policy for screening and referring clients for tobacco cessation in Hardin, Hancock and Putnam Counties. This extra deliverable also brought in an additional \$10,000 to the agency. The Board of Health wished to acknowledge Ms. Nsiah for her commitment to excellence in her work.

Administrative Business:

Included in the Board Packet was a draft contract with Public Health Services Council of Ohio (PHSCO) to work with a contractor to complete Public Health Emergency Preparedness (PHEP) deliverables. Ms. Rieman explained that this grant has been flat funded for over 10 years and that other health departments have used this service with great success in fulfilling deliverables. The draft contract has been sent to Prosecutor Gary Lammers for review. Dr. Brandeberry made a motion to enter into the contract with PHSCO once contract approval has been obtained by Prosecutor Lammers. The motion was seconded by Ms. Verhoff. Motion carried.

Ms. Kahle made a motion to approve the contract with Fulton County Health Department for Epidemiology services from July 1, 2026 through June 30, 2027, seconded by Ms. Rampe. Motion carried.

In May, PCHD completed a Staff Satisfaction Survey. Ms. Rieman was pleased with the results and shared a synopsis with the Board of Health.

Putnam County HomeCare and Hospice

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

There were no Then and Now Resolutions.

There were no Appropriations.

There were no Transfers.

Dr. Brandeberry made a motion to approve the May Financial Report, seconded by Ms. Rampe. 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. The report also highlighted expenses of the agency, not including payroll and fringe benefits from January through June, 2026.

Business Meeting

Ms. Verhoff approved the continuation of Ms. Ashley Schroeder in the position of Interim Director for Putnam County HomeCare and Hospice. Ms. Rampe seconded the motion. Motion carried.

Ms. Schroeder noted that the leadership team would like to have a small celebration for the staff to celebrate the 60 year anniversary of Putnam County HomeCare and Hospice. Ms. Rampe approved of a small celebration with an approximate cost of \$75.00, seconded by Ms. Kahle. Motion carried.

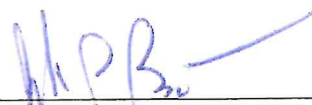
The Putnam County Commissioners presented an MOU to suspend the monthly lease payments through December 2026. Ms. Verhoff motioned to approve entering into this MOU, seconded by Dr. Brandeberry. Motion carried.

PCHH leadership staff and Mr. Burkhart received information from attorney Megan Seitz Clinton indicating that the 501c3 *Friends of Putnam County HomeCare and Hospice* is still active as bylaws did not indicate that email voting was permissible. Contact was made with the Putnam County Auditor, the State Auditor representative and Gary Lammers to determine how to efficiently move the money back to the 501c3. New bylaws will be adopted to guide this group.

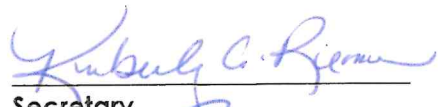
The Board of Health viewed the Kent State University Continuing Education module "*What Does it Cost to Provide Foundational Public Health Services in Ohio*". This provided 15 minutes of Board Continuing Education.

Dr. Brandeberry made a motion to adjourn, seconded by Ms. Verhoff. Motion carried. The meeting adjourned at 7:05 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