

**PUTNAM COUNTY BOARD OF HEALTH
MEETING SUMMARY
August 12, 2026**

The regular monthly meeting of the Putnam County Board of Health was held Wednesday, August 12, 2026, at the Putnam County HomeCare and Hospice Conference Room with the following members present: Ms. Nancy Rampe, Mr. Joe Burkhart, Ms. Noralu Kahle, Dr. Kent Brandeberry and Ms. Mary Kay Verhoff. Present from the Putnam County Health District were: Health Commissioner Kim Rieman, Director of Nursing and Health Promotion Sherri Recker, Director of Environmental Health Beth Skulina, Director of Fiscal/HR Jodie Lammers; Interim Director of Operations of PCHH Ashley Schroeder and Dr. Jacinta Eickholt, Medical Director. Lisa VonLemden and Sean Welch with Triniti Management, LLC were guests of the meeting.

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

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

Putnam County Health Department

Fiscal Business:

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

A list of bills paid using the Delegation of Authority of Kim Rieman, Health Commissioner since the July 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 that are due prior to the September Board of Health Meeting, seconded by Ms. Kahle. Motion carried.

There were no Then and Nows.

There were no Appropriations.

There were no Transfers.

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

Environmental Division Business:

Ms. Skulina reviewed the Environmental Health Report with the Board of Health. In addition to the O&M update, Ms. Skulina shared that the replacement car had been purchased to replace the vehicle totaled in May and that the EH Division will go live with a new database (HS Cloud) that will be used for the food, swimming pool, campground and animal bite programs.

Ms. Skulina briefly reviewed private water variances with the Board of Health. The first variance being requested for the residence at 11059 Rd 16, Ottawa, for the approval of a private water

system alteration that was connected via an unregistered contractor and allow the use of the well that does not meet the 10 foot isolation distance to a building. Ms. Kahle made a motion to approve of this variance. The motion was seconded by Ms. Rampe. Motion carried.

There were two variance requests to allow a well pit to remain in place without requiring the collapsing of the pit as the pits are located within buildings. The residences requesting this variance are as follows: 16603 Rd 2, Pandora, and the property of Brandon Knott, Continental. Ms. Skulina noted that allowing these pits to remain intact does not pose a risk. Ms. Kahle made a motion to approve the variance for each of these properties, seconded by Dr. Brandeberry. Motion carried.

Nursing/Health Promotion Division Business:

Ms. Recker reviewed the PCHD Nursing/Health Promotion Report that was included in the Board Packet. In addition to the July Communicable Disease Report, the report contained information about a Rural Health Transformation Grant opportunity and a reminder that the CHIP (Community Health Improvement Plan) will be released on Thursday, August 13.

At the July meeting, Ms. Recker announced that Dolores Garcia, our Community Health Worker, was awarded the Compassionate Heart Award from the Northwest Ohio Pathways HUB. The Board provided their recognition of Ms. Garcia at this meeting. The acknowledgement will be presented to her at the July Staff Meeting.

Administrative Business:

Ms. Verhoff made a motion to approve the Artificial Intelligence Policy, seconded by Ms. Rampe. Motion carried.

Ms. Rieman shared with the Board that the November Board Meeting was originally scheduled for Wednesday, November 11, Veterans Day. Both PCHH and PCHD will be closed that day. The November Board Meeting was changed to Tuesday, November 10 at 6:00 PM at PCHH.

Putnam County HomeCare and Hospice

Ms. Verhoff made a motion to approve expenditures for July 2026, seconded by Ms. Kahle. Motion carried.

A list of bills paid using the Delegation of Authority of Kim Rieman, Health Commissioner since the July 2026 meeting was shared with the Board of Health. Dr. Brandeberry made a motion to allow Ms. Rieman to use her Delegation of Authority to approve the payment of bills for Putnam County HomeCare and Hospice that are due prior to the September Board of Health Meeting. The motion was seconded by Ms. Rampe. Motion carried.

There were no Then and Now Resolutions.

Ms. Verhoff made a motion to approve the establishment of account line 8152-46-300-501000, Medical Supplies within Fund 8152, Memorial/Donations as well as the following appropriations: **Within Fund 8152, Memorials/Donations:** \$250,000.00 into 8152-46-300-504010, Medical Supplies, and \$48,350.01 into 8152-46-300-501000, Transfer Out: **In Hospice (Fund 8101)** - \$115,000.00 into 8101-41-300-51000 (Transfer Out), \$30,000.00 into 8101-46-300-503410 (Consultants), \$50,000.00

into 8101-46-300-506003 (Other), \$20,000.00 into 8101-46-300-506015 (Dues/Licenses/Subscriptions): **In Home Health (Fund 8066)** - \$50,000.00 into 8066-46-300-503605, (Leases/Contracts), \$50,000.00 into 8066-46-300-504010 (Medical Supplies), \$25,000.00 into 8066-46-300-506000 (Other), \$20,000.00 into 8066-46-300-506015 (Dues/Licenses/Subscriptions), \$20,000.00 into 8066-46-300-503410 (Consultants): **In Palliative (Fund 8116)** - \$5,000.00 into 8116-46-300-504000 (Office Supplies), \$10,000.00 into 8116-46-300-506000 (Other) and in Fund 8059 (Homemaker) - \$5,000.00 into 8059-46-300-506000 (Other) and \$5,000.00 into 8059-46-300-502610 (Transportation, Mileage). Ms. Kahle seconded the motion. Motion carried.

Ms. Kahle motioned to approve the following transfers: \$222,250.01 from Fund 8152, line account 8152-46-300-501000, Transfer Out, to Fund 8101, line account 8101-21-300-5210000, Transfer In; \$115,000.00 from 8101-41-300-51000 (Transfer Out) Hospice to 8116-21-300-421000 (Transfer In) Palliative Care; \$100,000.00 from 8101-41-300-51000 (Transfer Out) Hospice to 8066-21-300-421000 (Transfer In) Home Health and from the account lines within Fund 8152, Memorials/Donations into 8152-46-300-501000, Transfer Out: from 8152-46-300-501100 Salaries - \$47,000.00; 8152-46-300-502000 OPERS - \$10,000; 8152-46-300-502100 Medicare Tax - \$8,000.00; 8152-46-300-502300 Hospitalization - \$8,000.00; 8152-46-300-502610 Mileage - \$3,000.00; 8152-46-300-502710 Cont. Ed. - \$2,500.00; 8152-46-300-503100 Advertising - \$10,000.00; 8152-46-300-503400 Accounting - \$5,000.00; 8152-46-300-503410 Consultants - \$500.00; 8152-46-300-503505 Telephone - \$1,500.00; 8152-46-300-503600 Rent - \$1,200; 8152-46-300-503605 Contracts - \$1,000.00; 8152-46-300-503750 Liability Insurance - \$5,000.00; 8152-46-300-504100 Equipment - \$1,000.00; 8152-46-300-506000 Other - \$10,000.00; 8152-46-300-506001 Board - \$200.00; 8152-46-300-506010 Accreditation - \$5,000.00; 8152-46-300-506015 Dues/Subs - \$5,000.00. And approve the following requisitions: 26-HH00-0011 – Medical Supplies - \$250,000.00 – Super Blanket; 26-HH00-0010 – Transportation/Mileage - \$5,000.00 Blanket; 26-HH00-0009 Office Supplies - \$5,000.00 – Blanket; 26-HH00-0008 – Medical Supplies - \$50,000.00 – Super Blanket; 26-HH00-0007 – Leases/Contracts - \$50,000.00 – Super Blanket; 26-HH00-0006 Dues/Licenses/Subscriptions - \$40,000.00 - Super Blanket; 26-HH00-0005 – Other - \$90,000.00 – Super Blanket; and 26-HH00-0004 – Consultants - \$50,000.00 – Super Blanket. Ms. Verhoff seconded the motion. Motion carried.

Ms. Schroeder reviewed the July 2026 financial statements with the Board of Health. Ms. Verhoff motioned to approve the 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. The increase in Average Daily Census in the programs, as well as the increase in referrals and admissions were noted.

Business Meeting

Mr. Burkhardt and Ms. Rieman provided a brief update about the 501c 3. As noted previously in the meeting, funds from the Charitable Fund are now being used to pay for services/medications not covered by Medicare.

Dr. Chronos is an EMR for the Palliative Care Program that was recommended by Triniti Management, LLC. The Nurse Practitioners were present for the demo of the site and were interested in making the change to this platform. The contract was shared with Prosecutor Gary

Lammers for his approval. Ms. Verhoff made a motion to approve the contract once it is approved by Prosecutor Lammers, seconded by Ms. Kahle. Motion carried.

Ms. Kahle made a motion to approve of the title change of Krista Pruitt to remove "fundraising", seconded by Ms. Rampe. Motion carried.

Ms. Rampe motioned to approve the Resignation Policy, seconded by Dr. Brandeberry. Motion carried.

Ms. Schroeder noted that the agency received the draft contract for GIP services. No actions were taken on the contract as it needs to be reviewed by legal representation.

Dr. Brandeberry approved the proposed compensation for J. Wilson, evening nurse. The motion was seconded by Ms. Rampe. Motion carried.

Ms. Verhoff made a motion to approve the hiring of an additional PRN Nurse, the reimbursement proposal and the new PRN policy with the recommended change of a minimum visit stipulation. Ms. Kahle seconded the motion. Motion carried.

Ms. Verhoff made a motion to enter into Executive Session to discuss the compensation and employment of Putnam County HomeCare and Hospice and Putnam County Health Department employees, seconded by Ms. Kahle. Roll call vote: Ms. Kahle, yes; Ms. Verhoff, yes; Ms. Rampe, yes; Dr. Brandeberry, yes; and Mr. Burkhart, yes. The Board entered Executive Session at 7:05 PM.

The Putnam County Board of Health entered back into regular session at 7:55 PM with no decisions made.

Ms. Kahle made a motion to approve the proposed Organizational Chart for PCHH, seconded by Ms. Rampe. Motion carried.

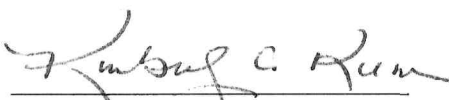
Dr. Brandeberry made a motion for Jodie Lammers to assist Putnam County HomeCare and Hospice to lead the payroll and accounts payable responsibilities and her adjustment of pay. Ms. Verhoff seconded the motion. Motion carried.

Ms. Rampe made a motion to adjourn, seconded by Dr. Brandeberry. Motion carried. The meeting adjourned at 8:01 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