

MISSION STATEMENT

“Putnam County Health Department is committed to providing public health services and education to promote and protect the quality of life in our county.”

PUTNAM COUNTY HEALTH DEPARTMENT

BOARD OF TRUSTEES MEETING

September 28, 2023 (Thursday)

MINUTES

ATTENDEES:

Barb Hodges Ron Stuckey
Sherri Griswold Connie Michael
Nettie Lewis
Joetta Hunt, Administrator

ABSENT:

The **Board of Trustees of the Putnam County Health Department met September 28, 2023**, in Open Session in the conference room of the Putnam County Health Department. **Barb Hodges called the meeting to order at 1:01 pm.** Members present in office: Barb Hodges, Ron Stuckey, Sherri Griswold, Connie Michael and Nettie Lewis. Joetta Hunt, Administrator, was present in office.

Connie made a motion **to approve the September 28, 2023, agenda**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

Joetta and Board Members scheduled **board training** with the state for November 6, 2023, at 1:00 p.m. at the health department.

Ron made a motion to **approve the open minutes as submitted for August 28, 2023**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed **Financial Statements for August 2023**. Connie made a motion to **approve the September 2023 disbursements of \$71,734.71**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed **August Activities of Putnam County Health Department and Brenda Stewart’s Environmental Specialist Report**.

Board Members reviewed **Programs/Activities Report**.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Ron made a motion to **approve the MCH FY24 Contract, WIC FY24 Contract, MOPHIMS Access – Vital Records MOU, CCHC FY24, and STD Testing MOU**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Joetta and Board Members reviewed Janitorial Bids. Connie made a **motion to accept the janitorial bid from Cindy Clark in the amount of \$15 per hour**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

Joetta and Board Members reviewed Snow Removal Bids. Ron made a **motion to accept the snow removal bid from Randy Hendee in the amount of \$55 per snow removal with additional \$45 for sidewalks and \$100 for ice melt**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

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Board of Trustees Minutes

Ron made a motion to approve the purchase of Pfizer COVID-19 Vaccine from Monroe County Health Department in the amount of \$5,240.50 and give Joetta authorization to purchase additional Pfizer COVID-19 vaccine over the \$5,000 amount, seconded by Nettie. Vote: 5 Yes; 0 No. Motion carried.

Joetta announced that the seasonal flu clinic will be a drive through on October 19, 2023.

Joetta and Board Members reviewed a Letter to the Editor presented by Nettie. Joetta is to update and send to the Unionville Republican on behalf of Nettie.

Board Meeting Date: The next regular meeting will be Thursday, October 26, 2023, at 1:00 p.m.

Executive/Closed:

Request for Executive/Closed Session – 2:12 p.m. Ron Stuckey made a motion to go into Closed Session as provided in RSMo.610.021.3 (Personnel), seconded by Nettie Lewis. Motion carried 5-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

2:49 p.m. – Ron Stuckey made a motion to go into Open Session, seconded by Connie Michael. Motion carried 5-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

Ron made a motion to accept Desiree Axelson’s resignation, seconded by Nettie. Vote: 5 Yes; 0 No. Motion carried.

Motion to adjourn was made by Ron, seconded by Connie. Vote: 5 Yes; 0 No. Motion carried. Meeting adjourned at 2:50 p.m.

Respectfully submitted,



Barb Hodges
Chair



Sherri Griswold
Secretary

BH/SGpr

VISION STATEMENT

“Putnam County will be a safe, healthy, and knowledgeable community.”