

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

October 26, 2023 (Thursday)

MINUTES

ATTENDEES:

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

ABSENT:

Barb Hodges

The **Board of Trustees of the Putnam County Health Department met October 26, 2023**, in Open Session in the conference room of the Putnam County Health Department. **Ron Stuckey called the meeting to order at 1:00 pm.** Members present in office: Ron Stuckey, Sherri Griswold, Connie Michael and Nettie Lewis. Joetta Hunt, Administrator, was present in office. Barb Hodges was absent.

Connie made a motion to **approve the October 26, 2023, agenda**, seconded by Nettie. Vote: **4 Yes; 0 No.** Motion carried.

Nettie made a motion to **approve the open minutes as amended for September 28, 2023**, seconded by Sherri. Vote: **4 Yes; 0 No.** Motion carried.

Board Members reviewed **Financial Statements for September 2023**. Nettie made a motion to **approve the October 2023 disbursements of \$59,262.92**, seconded by Connie. Vote: **4 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:

Connie made a motion to **approve the PHIG Contract, and ELC ED Contract Amendments #2 & #3**, seconded by Sherri. Vote: **4 Yes; 0 No.** Motion carried.

Nettie made a **motion to approve the budget adjustment as submitted**, seconded by Connie. Vote: **4 Yes; 0 No.** Motion carried. See attached.

Sherri made a motion to **change payroll dates due to holidays to November 9, 2023, and November 22, 2023**, seconded by Connie. Vote: **4 Yes; 0 No.** Motion carried.

Connie made a **motion to approve the salvage list**, seconded by Nettie. Vote: **4 Yes; 0 No.** Motion carried. See attached.

Joetta presented **Certificate of Deposit** rates to the Board Members. See attached. It was decided to table until the next board meeting at the end of November.

Joetta announced that she will be ordering more **RSV and COVID-19 Vaccines**.

Board Meeting Date: The next regular meeting will be **Monday, November 27, 2023, at 1:00 p.m.**

Executive/Closed:

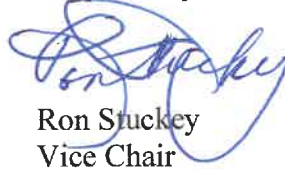
Request for Executive/Closed Session – 2:12 p.m. Connie Michael made a motion to go into Closed Session as provided in RSMo.610.021.3 (Personnel), seconded by Nettie Lewis. Motion carried 4-0 by roll call vote: Barb Hodges – absent; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.


3:23 p.m. – Connie Michael made a motion to go into **Open Session**, seconded by Nettie Lewis. Motion carried 4-0 by roll call vote: Barb Hodges – absent; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

Joetta is to post job opening for a **health educator** with salary range of \$25,000 – \$33,000.

Motion to adjourn was made by Connie, seconded by Nettie. Vote: **4 Yes; 0 No**. Motion carried. **Meeting adjourned at 3:25 p.m.**

Respectfully submitted,


Ron Stuckey
Vice Chair


Sherri Griswold
Secretary

RS/SG/pr

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