

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

November 27, 2023 (Monday)

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 November 27, 2023**, in Open Session in the conference room of the Putnam County Health Department. **Barb Hodges called the meeting to order at 4:00 pm.** Members present in office: Barb Hodges, Ron Stuckey, Sherri Griswold, Connie Michael and Nettie Lewis. Joetta Hunt, Administrator, was present in office.

Ron made a motion to **approve the November 27, 2023, agenda**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Nettie made a motion to **approve the open minutes as submitted for October 26, 2023**, seconded by Ron. Vote: **4 Yes; 0 No; 1 Abstain – Barb Hodges.** Motion carried.

Connie made a motion to **approve the open minutes as submitted for November 6, 2023**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed **Financial Statements for October 2023**. Nettie made a motion to **approve the November 2023 disbursements of \$42,720.73**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Ron made a motion to **pay 7th Heaven in the amount of \$80 for the unsent old statements and invoices presented to the health department for MCH gas vouchers**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed **October Activities of Putnam County Health Department and Brenda Stewart’s Environmental Specialist Report, July-September Quarterly BFPC Report.**

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

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Ron made a motion to **allow employees to sell as much PTO as they would like to be paid out with first payroll in December**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed **the inventory list.** See attached.

Nettie made a motion to **transfer the Ameriprise Certificate of Deposit #9497633S4 in amount of \$163,000.00 plus interest and change to an 18-month certificate of deposit with Craig Comstock, Financial Advisor, by Nettie Lewis, Treasurer, or Paula Robbins,**
November 27, 2023 – Page 2

Board of Trustees Minutes

Assistant Treasurer, or Joetta Hunt, Administrator, to cash current certificate of deposit and purchase the new certificate of deposit, seconded by Connie. Vote: 5 Yes; 0 No.
Motion carried.

Joetta announced that Ron and Sherri are up for **board re-election.**

Joetta and Board Members discussed out of county home health with **ServeLink.**

Board Meeting Date: The next regular meeting will be Thursday, December 28, 2023, at 1:00 p.m.

Executive/Closed:

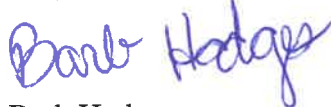
Request for Executive/Closed Session – 4:45 p.m. Connie Michael made a motion to go into Closed Session as provided in RSMo.610.021.3 (Personnel), seconded by Nettie Lewis. Motion carried 5-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

5:04 p.m. – Nettie Lewis 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.

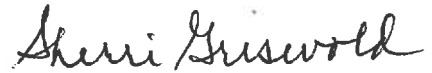
Nettie made a motion **to offer Kaylee Price the clerk position, seconded by Ron. Vote: 5 Yes; 0 No.** Motion carried.

Motion to adjourn was made by Ron, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried. **Meeting adjourned at 5:06 p.m.**

Respectfully submitted,



Barb Hodges
Chair



Sherri Griswold
Secretary

BH/SG/pr

VISION STATEMENT

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