

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

January 24, 2024 (Wednesday)

MINUTES

ATTENDEES:

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

ABSENT:

Connie Michael

The **Board of Trustees of the Putnam County Health Department met January 24, 2024**, in Open Session in the conference room of the Putnam County Health Department. **Barb Hodges called the meeting to order at 1:00 pm.** Members present in office: Barb Hodges, Ron Stuckey, Sherri Griswold, and Nettie Lewis. Joetta Hunt, Administrator, was present in office. Connie Michael was absent.

Nettie made a motion **to approve the January 24, 2024, agenda**, seconded by Ron. Vote: **4 Yes; 0 No.** Motion carried.

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

Sherri made a motion **to approve the open minutes as submitted for January 4, 2024**, seconded by Nettie. Vote: **3 Yes; 0 No; 1 Abstain – Ron Stuckey.** Motion carried.

Ron made a motion **to approve the January 2024 disbursements of \$254,150.85**, seconded by Sherri. Vote: **4 Yes; 0 No.** Motion carried.

Board Members reviewed **December Activities of Putnam County Health Department and Brenda Stewart’s Environmental Specialist Report and October – December 2023 Breastfeeding Peer Counselor Report.**

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

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Nettie made a motion **to approve the 2024 Flu Vaccine Order**, seconded by Ron. Vote: **4 Yes; 0 No.** Motion carried. See attached.

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

Nettie made a motion **to approve the 2023 Annual Activities and Financial Reports and to have them submitted to the newspaper**, seconded by Ron. Vote: **4 Yes; 0 No.** Motion carried.

Ron made a motion **to approve Administrative Leave due to weather – January 9, 2024, - 7.0 hours, January 10, 2024, - 1.5 hours, and January 12, 2027, - 7.0 hours**, seconded by Nettie. Vote: **4 Yes; 0 No.** Motion carried.

Nettie made a motion to close the office Fridays, March 29, 2024, and July 5, 2024, granting 3.5 hours Administrative Leave with 3.5 hours PTO and/or Flex time each day, seconded by Ron. Vote: 4 Yes; 0 No. Motion carried.

Nettie made a motion to purchase back the 4-foot of property sold to Pete and Lisa Schmidt in the amount of \$10, seconded by Ron. Vote: 4 Yes; 0 No. Motion carried.

Board Meeting Date: The next regular meeting will be Wednesday, February 28, 2024, at 1:30 p.m. with training following at 3:00 p.m.

Executive/Closed:

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

2:31 p.m. – Ron Stuckey made a motion to go into **Open Session**, seconded by Sherri Griswold. Motion carried 4-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – absent; Nettie Lewis – yes.

Nettie made a motion to approve FMLA for Kaylee Price Perkins, seconded by Ron. Vote: 4 Yes; 0 No. Motion carried.

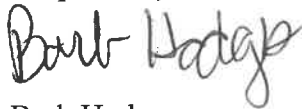
Ron made a motion to approve unpaid PTO July 3-10, 2024, for Kaylee Price Perkins, seconded by Nettie. Vote: 4 Yes; 0 No. Motion carried.

Ron made a motion to accept the resignation of Johnnie Howell, Breastfeeding Peer Counselor, seconded by Nettie. Vote: 4 Yes; 0 No. Motion carried.

Joetta is to advertise for the **Breastfeeding Peer Counselor** position.

Motion to adjourn was made by Ron, seconded by Nettie. Vote: 4 Yes; 0 No. Motion carried. Meeting adjourned at 2:33 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.”