

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

February 28, 2024 (Wednesday)

MINUTES

ATTENDEES:

Barb Hodges Ron Stuckey
Sherri Griswold Nettie Lewis
Connie Michael
Joetta Hunt, Administrator
Tiffany Bayer & Nicole Cooper – DHSS

ABSENT:

The **Board of Trustees of the Putnam County Health Department met February 28, 2024**, in Open Session in the conference room of the Putnam County Health Department. **Barb Hodges called the meeting to order at 1:30 pm.** Members present in office: Barb Hodges, Ron Stuckey, Sherri Griswold, Nettie Lewis, and Connie Michael. Joetta Hunt, Administrator, and Tiffany Bayer and Nicole Cooper with DHSS were present in office.

Ron made a motion to **approve the February 28, 2024, agenda**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Sherri made a motion to **approve the open minutes as submitted for January 24, 2024**, seconded by Nettie. Vote: **4 Yes; 0 No; 1 Abstain – Connie Michael.** Motion carried.

Board Members reviewed **Financial Statements for February 2024**. **Connie** made a motion to **approve the February 2024 disbursements of \$56,563.71**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

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

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

UNFINISHED BUSINESS:

Joetta and Board Members discussed the pros and cons of an **Employee Health Reimbursement Arrangement**.

NEW BUSINESS:

Connie made a motion to **approve the DHSS Data Sharing Agreement MOU, LPHA Accreditation Assistance Contract, and American Liver Foundation MOU**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

Connie Michael discussed **Quality Assurance**. Joetta is to develop Thank You cards and surveys. Joetta is to also look into a sick policy.

Ron made a motion to **approve Administrative Policy 11.15 – Fecal Occult Blood Testing**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried. See attached.

Joetta is to look into a list of ideas for the **MaShelle Trimble Memorial Funds**.

Joetta and Board Members discussed **upcoming events**. Public Health Week is April 1-7, 2024. During Public Health Week funding will be provided for rabies vaccines at both of the veterinary clinics in Putnam County.

Joetta reported that there were not any applications received for the **Breastfeeding Peer Counselor** position.

Board Meeting Date: The next regular meeting will be **Thursday, March 28, 2024, at 1:00 p.m.**

Executive/Closed:

Request for Executive/Closed Session – 2:40 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 5-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

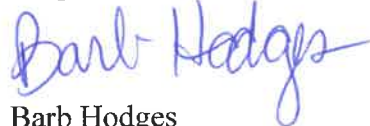
2:52 p.m. – Ron Stuckey made a motion to go into **Open Session**, seconded by Sherri Griswold. Motion carried 5-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – yes; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

Tiffany Bayer and Nicole Cooper with DHSS arrived at 3:00 p.m.

Tiffany Bayer with DHSS conducted **the board member training** which outlined rules and regulations, statutes, history of public health, the public health model, and roles and responsibilities of a public health board.

Motion to adjourn was made by Ron, seconded by Nettie. Vote: **5 Yes; 0 No**. Motion carried. **Meeting adjourned at 4:39 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.”