

MISSION STATEMENT

“The Putnam County Health Department is committed to following Missouri’s Foundational Public Health Services Model to achieve a functional public health system within Putnam County.”

PUTNAM COUNTY HEALTH DEPARTMENT BOARD OF TRUSTEES MEETING July 24, 2025 (Thursday) MINUTES

ATTENDEES:

Barb Hodges Ron Stuckey
Sherri Griswold Kay Bonifazi
Nettie Lewis
Joetta Hunt, Administrator
Paula Robbins, Administrative Assistant/Assistant Treasurer

ABSENT:

The **Board of Trustees of the Putnam County Health Department met July 24, 2025**, 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, Kay Bonifazi and Nettie Lewis. Joetta Hunt, Administrator, and Paula Robbins were also present in office.

Ron made a motion **to approve the July 24, 2025, agenda**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Nettie brought forth changes to the minutes. The Board Members and Joetta discussed changes and updates to the July 25, 2025, minutes. Kay made a motion **to approve the amended open minutes for June 25, 2025**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Board Members and Joetta reviewed and discussed the **Financial Statements for June 2025**. Nettie asked what the total assets were a year ago. Joetta pulled the information and the amount was \$1,335,773.81.

Board Members and Joetta reviewed the July 2025 disbursements. Sherri made a motion **to approve the June 2025 disbursements of \$41,149.88**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

Board Members reviewed and discussed **June Activities of Putnam County Health Department**.

Board Members reviewed and discussed the current **Health Educator Report**.

Board Members reviewed and discussed **Brenda Stewart’s June Environmental Specialist Report**.

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

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Joetta announced that we have still not received the **FY26 PHEP Contract** at this time.

Ron made a motion to approve **the FY25 CCHC Contract Amendment; FY26 WIC Contract in amount of \$107,869; FY26 NWMRSC Roadway Safety Ed & Bicycle Rodeo Grant in amount of \$5000; and FY26 NWMRSC Putnam County Fair Grant in amount of \$5000**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Joetta and the Board Members reviewed **the June Income Statement mid-year expenses and revenues.**

Nettie made a motion to **amend Personnel Manual Policy – 8.4 Employee & Board Member Financial Conflict of Interest by increasing the dollar amounts to \$7,500**, seconded by Kay. Vote: **5 Yes; 0 No.** Motion carried.

Barb volunteered to be present for the **Tax Levy Hearing** on August 28, 2025, at 12:30 pm.

Joetta told Board Members that she is working on pricing and printing for the **monthly calendar** flyers with Ron Kinzler.

Joetta announced that Dana DeVore came in and asked if the health department could assist with the **Falloweenfest** at the Market on the Square. Board Members and Joetta discussed and decided that it is best to just have a trunk for the health department at the Trunk or Treat.

Nettie asked about the **weather radio** follow-up. Joetta announced that we have a letter drafted to send to all those that have received a weather radio that details the importance of maintenance and testing.

Nettie inquired about the status of previous recommendation to look into a **playground** at the ballfields. Joetta stated that the new superintendent just started and is giving her some time to become acclimated to her position and will follow-up with her later.

Nettie asked about the yearly printed **calendar**. Joetta reminded her that we are doing a digital calendar and that Ron Kinzler is working on pricing for flyers again.

Board Meeting Date: The next regular meeting will be Thursday, August 28, 2025, at 1:00 p.m.

Motion to adjourn was made by Sherri, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.
Meeting adjourned at 1:54 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.”