

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

October 24, 2024 (Thursday)

MINUTES

ATTENDEES:

Barb Hodges Ron Stuckey
Nettie Lewis Connie Michael
Joetta Hunt, Administrator
Paula Robbins, Administrative Assistant/Assistant Treasurer
Kari Guffey Emily Leer, TSU Student
Dana DeVore Tom Keedy

ABSENT:

Sherri Griswold

The **Board of Trustees of the Putnam County Health Department met October 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, Nettie Lewis, and Connie Michael. Joetta Hunt, Administrator, Paula Robbins, Kari Guffey, Emily Leer, Dana DeVore and Tom Keedy were also present in office. Sherri Griswold was absent.

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

Dana DeVore gave a presentation on **Community Strategic Planning Efforts** and asked the Board Members to fill out surveys. There will be a Community Strategic Townhall Meeting on November 12th.

Dana exited at 1:18 p.m.

Nettie made a motion to **approve the open minutes as submitted for September 27, 2024**, seconded by Ron. Vote: **4 Yes; 0 No.** Motion carried.

Tom Keedy entered at 1:24 p.m.

Tom Keedy encouraged the Board Members to complete the surveys and asked if they had any more questions regarding the **Community Strategic Planning**.

Board Members reviewed and discussed **Financial Statements for September 2024**.

Nettie made a motion to **approve the October 2024 disbursements of \$43,068.73**, seconded by Connie. Vote: **4 Yes; 0 No.** Motion carried.

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

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

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

Board Members reviewed and discussed **Erin Ballard’s Breastfeeding Peer Counselor report for June – September 2024**.

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

Tom Keedy exited at 1:32.

UNFINISHED BUSINESS:

Ron made a motion to **approve Personnel Manual – 8.4 Employee and Board Member Financial Conflict of Interest Policy with approved changes**, seconded by Nettie. Vote: **4 Yes; 0 No.**
Motion carried.

NEW BUSINESS:

Ron made a motion to **approve the FY25 MCH Contract**, seconded by Connie. Vote: **4 Yes; 0 No.** Motion carried.

Joetta stated that she has not received the **employee health insurance** rates yet.

Joetta gave an update **Flu, COVID-19 and other adult vaccine clinics at the Putnam County Care Center.**

Joetta announced that she is starting to work on the **FY25 Health Department Budget.**

Joetta and Board Members discussed the **Putnam County Café & Resource Center’s Meal Champion.** Joetta will put in the FY25 budget.

Joetta told the Board Members that the **Pink Out Night at the Putnam County High School** football game was a success.

Board Meeting Date: The next regular meeting will be Monday, November 25, 2024, at 1:30 p.m. Then the next regular meeting will be Monday, December 30, 2024, at 2:30 p.m.

Paula Robbins exited at 2:00 p.m.

Executive/Closed:

Request for Executive/Closed Session – 2:00 p.m. Ron Stuckey made a motion to go into Closed Session as provided in RSMo.610.021.3 (Personnel), seconded by Connie Michael. Motion carried 4-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – absent; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

Jill Payne entered at 2:25 p.m.

Jill Payne exited at 2:46 p.m.

3:01 p.m. – Connie Michael made a motion to go into **Open Session**, seconded by Ron Stuckey. Motion carried 4-0 by roll call vote: Barb Hodges – yes; Sherri Griswold – absent; Ron Stuckey – yes; Connie Michael – yes; Nettie Lewis – yes.

Ron made a motion for **Mackenzie Homann to return to full-time status immediately**, seconded by Nettie. Vote: **4 Yes; 0 No.** Motion carried.

Motion to adjourn was made by Connie, seconded by Nettie. Vote: **4 Yes; 0 No.** Motion carried.
Meeting adjourned at 3:02 p.m.

Respectfully submitted,



Barb Hodges
Chair



Joetta Hunt
Administrator

BH/JH/pr

VISION STATEMENT

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