

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

December 30, 2024 (Monday)

MINUTES

ATTENDEES:

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

ABSENT:

The **Board of Trustees of the Putnam County Health Department met December 30, 2024**, in Open Session in the conference room of the Putnam County Health Department. **Barb Hodges called the meeting to order at 2:30 pm.** Members present in office: Barb Hodges, Ron Stuckey, Sherri Griswold, Nettie Lewis, and Connie Michael. Joetta Hunt, Administrator, and Paula Robbins were also present in office.

Ron made a motion to **approve the December 30, 2024, agenda**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Sherri made a motion to **approve the open minutes as amended for November 25, 2024**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

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

Connie made a motion to **approve the December 2024 disbursements of \$234,979.52**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

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

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

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

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

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Ron made a motion to **approve the EPHS Contract with Brenda Stewart and the Hep C Alliance MOU**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Connie made a **motion to approve the budget adjustment as submitted**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried. See attached.

Board Members discussed the need for a mental health counselor at the health department. Joetta will check into this.

Joetta and Board Members reviewed and discussed the **2024 Year End and 2025 Budget Projections.**

Joetta gave an update on the **50th Anniversary** plans.

Joetta announced that we did not receive any bids for the **janitorial service**. Joetta will continue to advertise.

Joetta and Board Members discussed **programs and outcomes**.

Board Meeting Date: The next regular meeting will be Thursday, January 23, 2025, at 1:00 p.m. and a budget approval meeting will be Monday, January 6, 2025 at 1:00 p.m.

Paula Robbins exited at 3:56 p.m.

Executive/Closed:

Request for Executive/Closed Session – 3:56 p.m. Ron Stuckey made a motion to go into Closed Session as provided in RSMo.610.021.3 (Personnel) and RSMo.610.021.13 (Personnel), 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.

4:31 p.m. – Ron Stuckey made a motion to go into Open Session, 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.

Sherri made a motion to **give a salary/wage increase of 3% to all employees and increase the extra pay benefit to \$500 per month for full-time employees**, seconded by Ron. Vote: **5 Yes; 0 No**. Motion carried.

Motion to adjourn was made by Ron, seconded by Sherri. Vote: **5 Yes; 0 No**. Motion carried.
Meeting adjourned at 4:32 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.”