

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

January 23, 2025 (Thursday)

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 January 23, 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, Nettie Lewis, and Connie Michael. Joetta Hunt, Administrator, and Paula Robbins were also present in office.

Ron made a motion to **approve the January 23, 2025, agenda**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

Sherri made a motion to **approve the open minutes as submitted for December 30, 2024**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

Nettie made a motion to **approve the open minutes as submitted for January 6, 2025**, seconded by Connie. Vote: **4 Yes; 0 No; 1 Abstain – Ron Stuckey.** Motion carried.

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

Ron made a motion to **approve the January 2025 disbursements of \$61,033.90**, seconded by Connie. Vote: **5 Yes; 0 No.** Motion carried.

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

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

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

Board Members reviewed and discussed **Erin Ballard’s Breastfeeding Peer Counselor report for October - December 2024.**

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

UNFINISHED BUSINESS:

Sherri made a motion to **accept Aric Brandon Ballard’s bid for janitorial services at \$18.00 per hour per person**, seconded by Nettie. Vote: **5 Yes; 0 No.** Motion carried.

NEW BUSINESS:

Joetta announced that the **flu vaccine prices** are not available as of today. She will book similar amounts as last year as soon as available and will have at the February meeting for approval.

Joetta and Board Members reviewed and discussed the **2024 Annual Activities**. Nettie made a motion to **approve the 2024 Annual Activities with changes of not abbreviating BFPC and MOSWIN and to have them submitted to the newspaper**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

Nettie made a motion to **approve the 2024 Financial Reports and to have them submitted to the newspaper**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Connie made a motion to **close the office on Friday, April 18, 2025, granting 3.5 hours Administrative Leave with 3.5 hours PTO and/or Flex time**, seconded by Ron. Vote: **5 Yes; 0 No.** Motion carried.

Ron made a motion to **invest a Certificate of Deposit in amount of \$250,000.00 in a 23-month term with Putnam County State Bank at 4.25% with 4.33% APY with compounding interest; a Certificate of Deposit in amount of \$250,000.00 in a 36-month term with Farmers Bank of Northern Missouri at 4.0% with 4.06% APY, and change Certificate of Deposit #22796 to an 18-month term when it comes due February 8, 2025, at 4.25% with 4.33% APY or with the best rate at time of renewal with compounding, allowing Nettie Lewis, Treasurer, or Paula Robbins, Assistant Treasurer, or Joetta Hunt, Administrator, to cash current certificate of deposit and purchase the new certificate of deposit**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Nettie made a motion to **amend the January 2025 disbursements to \$561,033.90**, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.

Joetta and Board Members discussed the **mental health services** available in the community. Joetta will continue to check into mental health services as well as parenting classes.

Joetta announces that the health department is partnering with **Rotary** on two activities. Joetta explained to Board Members about the **Be Informed Putnam County** project.

Joetta and Board Members discussed the **Rotary diaper drive** that Joetta and Erin are assisting on the planning. Joetta asked the Board Members if they are okay with the health department purchasing the diapers on behalf of Rotary for their grant. Board Members agreed that it is okay to purchase since we are partnering with Rotary. Board Members would like to have diaper bags, wipes and/or other items to be purchased from the health department.

Board Meeting Date: The next regular meeting will be Thursday, February 27, 2025, at 1:00 p.m.

Motion to adjourn was made by Ron, seconded by Sherri. Vote: **5 Yes; 0 No.** Motion carried.
Meeting adjourned at 2:13 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.”