

JEFFERSON COUNTY HEALTH DEPARTMENT
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August 4, 2022

CALL TO ORDER

Chairman Diehl called the meeting of the Board of Trustees of the Jefferson County Health Department to order at 3:01pm .

ROLL CALL

Dennis Diehl, Chairman - Present
Dr. Amber Henry, Vice-Chairman – Present
James Prater, Secretary-Treasurer – Present
Tim Pigg, Member – Excused
Susan (Suzy) Davis, Member – Present

OTHERS ATTENDING

Kelley Vollmar, Executive Director
Steve Sikes, Deputy Director Operations
Jennifer Pinkley, Deputy Director Admin.
Christi Coleman, Legal Counsel

Others in attendance:

Melissa Parmeley, Clinical Services Manager Sarah Warncke, Nursing Supervisor Jeana Vidacak, Public Health Preparedness Brianne Zwiener, Public Communications Officer Tristan Johnson, Communications Specialist
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APPROVAL OF AGENDA

Mr. Prater made a motion to approve the agenda. Dr. Henry seconded. Hearing no discussion, the motion carried with Ms. Davis being the only dissenting vote. Chairman Diehl announced the motion had passed.

APPROVAL OF May 28, 2022 Meeting Minutes

Mr. Prater made a motion to approve the **May 26, 2022** meeting minutes. Dr. Henry seconded. Ms. Davis would like the statements that Mr. Pigg made in the minutes removed, Chairman Diehl states they cannot be removed. Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote and Chairman Diehl announced the motion had passed.

June 2022 APPROVAL EXPENDITURES

Dr. Henry motioned to approve the June 2022 expenditures in the amount of \$238,155.97. Mr. Prater seconded. Ms. Davis questioned the legal for \$4,252.57, she believes they continue to be overpriced and that Sunshine request do not need to go to the attorney.

Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote and Chairman Diehl announced the motion had passed.

June 2022 APPROVAL ELECTRONIC PAYMENTS

Mr. Prater motioned to approve the electronic payments for June 2022 in the amount of \$495,362.88. Dr. Henry seconded. Motion carried and Chairman Diehl announced the motion had passed.

August 2022 PRE-APPROVAL ELECTRONIC PAYMENTS

The list of vendors for pre-approved electronic payments for August 2022 presented to the board with an estimated amount of \$606,562.25. Mr. Prater motioned to pre-approve the August 2022 Electronic Payments. Dr. Henry seconded. Ms. Davis opposed. Motion carried and Chairman Diehl announced the motion had passed.

DIRECTOR'S REPORT – KELLEY VOLLMAR

Health Update of congenital syphilis in Missouri – Ms. Melissa Parmeley and Ms. Sarah Warncke

On June 15, the Missouri Department of Health & Senior Services (DHSS) issued a Health Update due to sustained increase of cases of Syphilis in Missouri and a Health Alert due to increased incidence of congenital syphilis among Missouri women of childbearing age. Syphilis is a sexually transmitted disease (STD) that can have serious complications for adults and newborn babies of infected mothers if left untreated. Congenital syphilis occurs when a mother with untreated syphilis passes the infection on to her baby during pregnancy – causing miscarriages, premature births, stillbirths, or death of newborn babies. JCHD developed an internal workgroup that includes representation from nursing, emergency response, and marketing to focus on the following actions: Jefferson County specific data, expand testing and treatment, and educate. Develop a targeted approach to educate Jefferson County residents on this subject by developing a marketing campaign to consistently provide accurate and timely information about STDs and specifically Syphilis. Through increase effort on data evaluation, prioritization, testing and treatment, and education, JCHD aims to decrease syphilis and congenital syphilis cases in Jefferson County over the course of the next 2 years.

Public Health Preparedness – Monkeypox Update – Ms. Jeana Vidacak

In the US there have been 6617 (8/4/22) cases of confirmed monkeypox/orthopoxvirus. There have been at least two children and one pregnant woman among the confirmed cases. The Centers for Disease Control and Prevention (CDC) lists Missouri as having nine cases (8/1/22). JCHD has activated an internal Public Health Emergency Operations Center (PHEOC) to monitor and respond to this current outbreak. We have met with our health care partners (Mercy Hospital Jefferson and Comtrea) to assess each agency's role in the community. This response has four major components: testing, case management/contact tracing, vaccination, and education. Vaccination- We are working with our regional LPHAs to prepare for potential large clinics. JCHD does not currently have vaccine on hand but can request it from the metro St. Louis area. Vaccination at JCHD will need to be approved by Eastern District Epidemiologists. Education- This may be the most important part of the response. It is important for everyone to understand that monkeypox is NOT a Sexually Transmitted Disease/Illness (STD/STI) This current outbreak is primarily associated with close contact with a positive case (during sexual activity), but that is NOT the only way to transmit the virus. Any direct or indirect contact with a legion can spread the virus. This could be skin-to-skin contact (hugs or a caregiver assisting the case with basic needs), contact with bedding or clothing that was in contact with a legion (sharing a bed/bed sheets or doing laundry) even using a bathroom that is not disinfected.)

Ms. Vollmar mentioned that Jefferson County Health Department received an Honorable Mention in the 2022 Innovative Practice Award from National Association of City and County Health Organizations (NACCHO), the Innovative Practice Award focuses on practices that were developed in response to emerging and exacerbated health inequities due to COVID-19 and demonstrate effective community partnerships and collaboration, adaptability and quality improvement, and remarkable innovation.

OLD BUSINESS

NEW BUSINESS

Act on Recommendation to Adopt Operations Manual

This item was tabled until next month.

2022 Employee Salary Increase

Ms. Vollmar explained that the regular budgeted salary increases for staff that is scheduled each year starting July 16th. Non-exempt staff will receive up to \$1/hour raise increase based upon performance, exempt salaried staff will receive up to a 4% increase based upon performance and the Board need to vote on providing up to a 4% increase for the Director that is allowed under the contract and commiserate with the other exempt, salaried staff.

Mr. Prater made a motion to increase non-exempt (hourly) employee wages by up to \$1.00 per hour, effective July 16, 2022 (2022 budget impact \$47,714 for full \$1.00). Dr. Henry seconded the motion. Ms. Davis asked if this included Ms. Vollmar's raise and Chairman Diehl replied no. Motion carried unanimously and Chairman Diehl announced the motion had passed.

Mr. Prater made a motion to increase exempt (salaried) employee wages by up to 4%, effective July 16, 2022 (2022 budget impact \$26,355 for full 4%). Dr. Henry seconded the motion. Motion carried unanimously and Chairman Diehl announced the motion had passed.

Mr. Prater made a motion to increase the Director's salary by up to 4% effective July 16, 2022, such increase as is allowed under the Director's current contract and is commensurate with the increase paid to other exempt employees (2022 budget impact \$2,200 for full 4%). Dr. Henry seconded the motion. Ms. Davis states that the director makes enough money and does not need a raise. Mr. Prater replied that we are approving an increase based on her performance review just like the rest of the staff. Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote and Chairman Diehl announced the motion had passed.

JCHC Mileage Reimbursement Rate Increase

The IRS has increased mileage reimbursement to \$0.62/mile and the State has increased mileage reimbursement to \$0.55/mile. JCHD current reimbursement is \$0.475/mile, we traditionally stayed in line with the state to ensure that we are in line with our budget contracts and reimbursements for employees. Ms. Firle, Comptroller has checked the budget and anticipated expenses and we are able to cover the increase within the amount we have budgeted this year. Mr. Prater made a motion to increase the JCHC Mileage Reimbursement to \$0.55/mile effective August 1, 2022. Dr. Henry seconded the motion. Ms. Davis states that the Board should consider that they are volunteers and the By-Laws state they can submit bills for expenses, she stated that she travels from High Ridge, which is a 35-minute drive and she's coming to do Trustee work. Ms. Coleman explained that that portion of the By-Laws were for, for example, if Ms. Davis attended a conference in order to receive additional education; it is not for the performance of regular duties as a trustee, that when Ms. Davis ran for office, she lived in High Ridge and therefore knew the distance involved. Dr. Henry states that she has no interest in needing to be reimbursed, she did this as a service to her community. Hearing no further discussion, the motion carried and Chairman Diehl announced the motion had passed

2022 Budget Revision

We have received several large grants which have adjusted our revenue line items by more than 10% which is the threshold to bring a revised budget before the Board. We

have received \$882,000 in grants and contracts from Local Public Health Disparities Initiative, SAMSAH, Vaping Education Mini-grant, and Program Support 2022-2023. Mr. Prater made a motion to accept the 2022 Budget Revision. Dr. Henry seconded the motion. The motion carried and Chairman Diehl announced the motion had passed.

Resolution between JCHC and Mercy Hospital Jefferson

Eric Ammons, Mercy Hospital Jefferson President reached out last Friday regarding our support of their registration as a 340B entity in order to reestablish their Cancer Center in Jefferson County. This would allow them to provide lower cost medications for cancer treatments and so they have approached us as the local public health authority, this would be a fantastic opportunity to both expand services for cancer treatment as well as being able to support our residents who may struggle with the cost of treatment. Mr. Prater made a motion to adopt Resolution 22-08-04-01. Dr. Henry seconded the motion. The motion carried and Chairman Diehl announced the motion had passed.

Legal Update

Ms. Coleman wanted to let the Board and the public know we do have a hearing coming up in our case that we are the defendant in Jefferson County next week. She asked opposing counsel Mary Elizabeth Coleman whether she would be willing to dismiss the case considering all of the issues in it have been resolved for quite some time. They are not willing to dismiss the case.

Ms. Davis asked if we are back to wearing mask again and there's treatment for COVID and COVID does not kill children and those are issues in that case why would we ever be recommending any masks to kids at school anymore?

Ms. Coleman replied first of all we never participated in closing schools but to the extent that those schools had masking requirements they have since resolved those issues and we do not have any jurisdiction whether or not those schools require masking. Those issues that are in that case have long been dead ("mootness", which means that there is no longer a live controversy) so we asked the court to dismiss the case back in February but because the attorney who represents the plaintiff is a member of the state legislature, she asked for a stay on everything until next week. Next week we will go to court over whether or not the case still has a live controversy. Ms. Coleman reached out to Rep. Coleman to ask would she voluntarily dismiss her case since there is no current controversy pending that still is alive from the case against the health department and we do not want to go through having expensive to appear and to fight this any longer.

Ms. Davis motioned to go into closed session citing Sunshine Law Statute 610.021 Sections 1. Mr. Prater seconded the motion. Chairman Diehl requested a roll call vote with the results as follows:

Chairman Diehl—Approve

Dr. Henry— Approve

Mr. Prater— Approve
Mr. Pigg— Not Present
Ms. Davis— Approve

Chairman Diehl announced the motion carried and they were now in closed session.

Dr. Henry made a motion to re-open Open session. Mr. Prater seconded. Chairman Diehl requested a roll call vote with the results as follows:

Chairman Diehl—Approve
Dr. Henry— Approve
Mr. Prater— Approve
Mr. Pigg— Not Present
Ms. Davis— Approve

Nothing to report from Closed Session.

ADJOURN

Mr. Prater motioned to adjourn the meeting. Dr. Henry seconded. Motion carried unanimously and Chairman Diehl announced the motion had passed. Meeting adjourned at 4:20 pm


Secretary-Treasurer