

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**February 27, 2020**

**CALL TO ORDER**

Chairman Pigg called the meeting of the Board of Trustees of the Jefferson County Health Department to order at 3:00 PM.

**ROLL CALL**

Tim Pigg, Chairman - Present  
Dennis Diehl, Vice-Chairman – Present  
Dr. Amber Henry, Secretary-Treasurer – Present  
Dr. Vernon Cherry, Member – Present  
James Prater, Member – Present

**OTHERS ATTENDING**

Kelley Vollmar, Director; Steve Sikes, Operations Manager; Jennifer Pinkley, Administrative Services Manager; Kristin Firle, Comptroller; Jaclyn Brown, Community Services Manager; Katie Villmer-Beck, Office Support Supervisor; Steve Heinle, IT Manager; Melissa Parmeley, Clinical Service Manager; Heather Forys, Health Network Supervisor; Jeana Vidacak, Public Health Preparedness Coordinator; Jessica Mikale, Wegmann Law Firm; Andrew Bauman, Wegmann Law Firm; Katelyn Mary Skaggs, Leader Publications

**APPROVAL OF AGENDA**

Dr. Henry made motion to amend the agenda to add under New Business F. Goldfarb School of Nursing Addendum to the current contract. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

Dr. Henry made a motion to approve the amended agenda. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**JANUARY 23, 2020 MINUTES**

Dr. Cherry motioned to approve the January 23, 2020 minutes. Vice-Chairman Diehl seconded. Dr. Henry abstained. Motion carried and Chairman Pigg announced the motion had passed.

**JANUARY 2020 EXPENDITURES**

Dr. Henry motioned to approve the January 2020 expenditures for \$162,854.57. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**JANUARY 2020 APPROVAL ELECTRONIC PAYMENTS**

Dr. Cherry motioned to approve the electronic payments for January 2020 for \$365,569.56. Mr. Prater seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**MARCH 2020 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for March 2020 presented to the board with an estimated amount of \$399,718.76. Dr. Henry

motioned to pre-approve the March 2020 Electronic Payments. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

#### **VISITORS AND GUEST REMARKS**

Ernie Morfeld introduced – he is a candidate running for one of the open positions on JCHD Board.

#### **ENVIRONMENTAL REPORT**

As of 2/20/20, there are 34 facilities that have not paid for their 2020 food and beverage permits and or associated late fees.

A notification letter was originally mailed to these facilities in January stating full payment was due no later than 2/7/20.

An additional notification letter was sent out on 2/20/20 stating full payment is due no later than March 9<sup>th</sup>. If by then no payments have been received, environmental staff will go out to these facilities and cease food and beverage operations as stated in this notification.

#### **HEALTH NETWORK REPORT – HEATHER FORYS**

Jefferson County Drug Prevention Coalition

At the time of this report four of the Teen Advisory Board (TAB) members had returned from their trip to Washington D.C. for the Community Anti-Drug Coalitions of America Conference (CADCA). In addition to attending training sessions the youth had the opportunity to utilize their advocacy training while speaking to Congresswoman Ann Wagner, and staff members from Congressman Blaine Luetkemeyer and Senator Josh Hawley's offices. During these interactions the youth discussed the need for regulation on the number of vaping devices that can be purchased at one time in order to make it more difficult for those who purchase them in large quantities in order to sell them to underage students. They also discussed the need to fund enforcement strategies to reduce the number merchants selling vaping products to minors. Also, they advocated for stricter flavor bans as the current bans do not apply to menthol or mint (the top selling flavor) nor do they apply to disposable devices and refillable cartridges (which are the most popular). In addition to advocating, they learned that Congresswoman Wagner is very much opposed to recreational marijuana and is "frustrated with medicinal marijuana". Additionally, they learned that Congressman Luetkemeyer is combating the opioid crisis by introducing the Stopping Illicit Fentanyl Trafficking Act—HR5421.

Upon returning from training the youth shared their experience and knowledge with the other TAB members. Based on the statics they gathered during training combined with their experiences at school, the youth have decided vaping, alcohol, and marijuana are the three top substances around which they need to focus their advocacy efforts. The youth have identified the activities they would like to update and continue (e.g. Safe Prom/Homecoming, youth leadership conference, PSA videos, etc.), and have added two new projects. The first is to create a campaign and event promoting alternative activities to misusing alcohol/drugs that produce a "natural high". Secondly, they want to

advocate for policy changes within their schools and potentially within the county in order to replace punitive consequences for youth caught vaping, drinking, or misusing drugs with education and training. At CADCA they learned that youth who are punished become more isolated and more likely to use due to the stigma/labels associated with misusing substances. The programs in which students are welcomed into a group that fosters education and understanding have fewer repeat offenses.

#### Community Engagement

Staff have compiled the results from the first session of the Early Bird program at Hillsboro Elementary, and the students, parents and teachers have all reported experience/observing positive changes (see attached results). Staff have been assisting with Get Healthy DeSoto's Couch to 5K Challenge. They are coaching 12 participants, which is four more people than last year. Staff es also assisting with the Winterflakes 5k in which 82 people are registered for the event.

Currently the 2020 Challenge has 98 participants. Several participants have reported various levels of weight loss, a greater sense of accomplishment, and an increase in self-confidence. Participants were asked to complete a survey of the 98 surveys disseminated, to date 25 have been completed and returned (see attached preliminary summary).

#### **NURSING REPORT – MELISSA PARMELEY**

##### Lead

- 48 children from age 6m-6yr age group seen in Jan 2020.
- 35 children screened for Lead. Five of those children had EBLs. Home inspections were done on 2 of the homes (siblings). Elevated levels of lead was found and education provided. Other 2 children had confirmatory venous levels within acceptable range. All of the EBL cases will have case management until BLL falls below 5mcg/dL.
- 13 parents have refused Lead screenings for their child/children. Refusals range from lack of knowledge, no time, too many vaccines being given, need to speak to pediatrician, and just not interested.
- Refusal rates are at 27%. Need to decrease this # with education and outreach. QI project on going through end of year.
- Case Management; 21 cases with levels between 5mcg/dL & 11.6mcg/dL, 28 cases with levels between 4 & 4.9mcg/dL, 12 cases that can be closed after the next BLL as they have had confirmatory BLL <5 after an EBL.
- EPA grant approval came through. This will provide more community education and increase the # of children and family's getting screened for lead poisoning. EPA's Open House/Public Availability Session (SW Jefferson County Mining NPL Site) 1/23/2020 at the Hillsboro Civic Center. Five adults were screened for lead poisoning all were below 5. LeadCare2 analyzers were used for screening.
- Initial meeting with WIC scheduled for 02/24/20 to discuss collaboration for lead screening

Show Me Health Women/Wise Women

SMHW: 2 colposcopies, 3 AV, 4 IV, 1 Rescreen/ WW: 3

#### Immunizations

Beginning to schedule in school clinics for school registration—first one Festus 02/27/20

Initial meetings being held with Sheriff's office to discuss immunization needs  
First accountability of the year to be submitted in new ShowMeVax system at the beginning of March

#### STD

Continue to utilize DCS grant funding for STD and Wellness labs when there is a patient need.

Initiated a recent connection to Show-Me ECHO. This program is for our positive Hep C clients with/without insurance. We have been able to use the DCS grant for the required genotype blood draw.

#### Family Planning (Title X)/The Right Time Initiative (TRT)

##### Work Plan Goals:

All unduplicated users' goal = 1202, by 12/31/19 we were at 1403

HIV screening goal = 13% of clients screening, by 12/31/19 we were at 17.82% screened

Goal: at least 53% of patients at or below FPL, by 12/31/19 we were at 46.54%

\*All goals and progressed were discussed at nursing meeting. Encouraged nurses to continue making a difference in our patients' lives.

On 1/9/20 we have TRT in-person workplan meeting with MFHC staff.

Discussed workplan for TRT and goals/objectives that we will be working towards.

#### **EMERGENCY RESPONSE – JEANA VIDACAK**

- The role of Local Public Health Agencies (LPHA) in an outbreak is to provide monitoring of travelers and/or persons under investigation (PUI). Monitoring and investigation are normal operations for the communicable disease/preparedness team. Our staff do this regularly with many different pathogens.
- The pre-warning we have had with Covid-19 has allowed us the time to plan not just for immediate needs but for a long-term approach. We have used this current outbreak to update our response plans. We have learned from other public health events that one issue of a long-term response is exhausting staffing resources and is an area of focus.
- With the help and guidance of the IT department, the team has the ability to be fully mobile to respond to this outbreak. We are using technology to develop systems that allow us to meet the current workload and flex for additional duties as they arise. The goal is to be able to respond to needs in a timely and efficient fashion while balancing the schedules of staff.
- The JCHD Capability 3: Emergency Operations Coordination All-Hazards Plan has been updated, using this current situation to expose potential gaps and needs. This document will continually be updated as we have real world events, trainings and exercises.

- We will follow MO DHSS protocol of not releasing the number of travelers or Persons Under Investigation (PUI) being monitored.

### **IT REPORT – STEVE HEINLE**

#### Computer Lifecycle

Fourteen laptops and sixteen desktops are budgeted for replacement and have been received as of February 26, 2020. Information Technology department has begun process of building and deploying equipment.

#### MIP Fund Accounting SaaS

MIP is now operational and being utilized by Accounting. Last step is final integration with Paylocity (payroll system) ... however Accounting is manually entering data until integration is complete.

#### CureMD SaaS Implementation - Electronic Health Records (EHR)

Final review of agreement and associated addendums has been completed.

Agreement has been signed and fully executed by CureMD.

Stakeholders have been identified and initial data gathering process has been completed. Documentation of information and processes currently being worked.

Implementation discussion and planning with vendor ... target is early March 2020.

More information to follow as we progress.

#### CitizenServ SaaS Implementation – Environmental Department

We are waiting on vendor to send agreement and associated addendums for review and signature. Estimate receiving first week of March 2020.

Stakeholders for the implementation team has been completed and initial discussions for information gathering and process review will begin first week of March 2020.

Will begin implementation discussion and planning with vendor ... based on availability of vendor implementation resources. Estimate process to begin early April 2020. Timeline chosen to allow enough lead time as to not interfere with CureMD implementation.

More information to follow as we progress.

#### Mobile Van Broadband Connectivity

The Jefferson County Health Department has budgeted for implementation of broadband Internet connectivity for JCHD's mobile vans for 2020.

Equipment has been received and installation / configuration has been scheduled for March 6, 2020.

### **DIRECTORS REPORT – KELLEY VOLLMAR**

#### **NEW BUSINESS**

##### **MEDICAL RECORDS FEE**

Fees for Medical Records change each year, the new maximum fees for copying will be \$26.06 plus \$0.60 per page for the cost of labor and supplies for copies provided in the paper form and \$24.04 for additional costs if records are maintained off-site. This is the statutory base rate for calculating the maximum fees for copying medical records under Section 191.227, RSMo.

Dr. Cherry motioned to approve the new fees for Medical Records Fee. Mr. Prater seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**Jefferson R-VII TAGS (Teens Advocating for Grief and Loss Support) MOU**

JCHC and LifeSide will join with the Jefferson R-VII School District to provide Teen Advocacy and Grief Support services with the District's Elementary School. Services include the Teens Advocating for Grief and Loss Support (TAGS). As official partners, JCHC and LifeSide will have access to community rooms of the High School building during program hours of operation. JCHC, LifeSide and the Jefferson R-VII School District also agree to publicly acknowledge their collaboration to enhance each other's capacity to implement program goals and objectives, while acknowledging that they continue to be separate entities. Mrs. Mikale has reviewed the MOU.

Dr. Henry motioned to approve the MOU between JCHC and Jefferson R-VII School District. Mr. Prater seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**Spectrum Health MOU**

Spectrum Rural Health Providers is a grantee for Missouri Foundation for Health, this network works to help clients/patients find referrals and reduced medical care in their service region. Mrs. Mikale has reviewed the MOU.

Mr. Prater motioned to approve the MOU with Spectrum Health Care. Dr. Henry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**Trauma Informed Yoga MOU**

JCHC and Cassidy Brown will join to provide Trauma Informed Yoga classes at the JCHC High Ridge location at 5684 Missouri PP, High Ridge, MO 63049. As official partners Cassidy Brown will have access to community rooms of the High Ridge location during program hours of operation. JCHC and Cassidy Brown agree to publicly acknowledge their collaboration to enhance each other's capacity to implement program goals and objectives, while acknowledging that they continue to be separate entities. This program is funded through Direct Client Services Grant from the Jefferson Foundation. Mrs. Mikale has reviewed the MOU.

Mr. Prater motioned to approve the MOU with Trauma Informed Yoga with Cassidy Brown. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**Bylaws Review/Update Committee**

Mrs. Vollmar would like to put a sub committee together to review our Bylaws and then bring back to the board for approval. Dr. Henry and Vice-Chairman Diehl will be on the committee.

**Addendum to Goldfarb School of Nursing Current Contract**

This addendum will allow students to shadow our Health Educators in the schools and provide some of the class work. This addendum still needs to be approved by Goldfarb's attorney.

Dr. Henry made a motion to enter into the addendum with Goldfarb School of Nursing. Dr. Cherry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

Mr. Prater made a motion to go into Closed Session pursuant to 610.021 (1), 610.021 (3), and 610.021 (14). Dr. Henry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

#### **ROLL CALL**

Tim Pigg, Chairman - Present  
Dennis Diehl, Vice-Chairman - Present  
Dr. Amber Henry, Secretary-Treasurer - Present  
Dr. Vernon Cherry, Member - Present  
James Prater, Member - Present

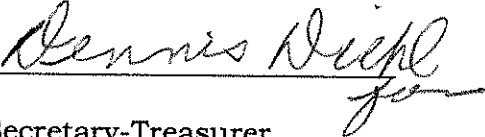
#### **Suter Consulting Dental Contract**

Mr. Vollmar explained that we need someone to come in and look at our processes, procedures, and billing practices on the Dental vans to ensure that they are set up efficiently. Dr. Suter was recommended by the state and to help with these items and help set up Tele-Dentistry. Mrs. Vollmar explained the services in the contract.

Mr. Prater made a motion to approve Suter Consulting Dental Contract for \$22,200.00. Dr Henry seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed. Roll Call: Mr. Pigg, yea; Mr. Diehl, yea; Dr. Cherry, nay; Dr. Henry, yea; Mr. Prater, yea.

#### **ADJOURN**

Dr. Cherry motioned to adjourn the meeting. Mr. Prater seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed. Meeting adjourned at 4:28 PM.

  
Secretary-Treasurer