

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**January 23, 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 – Excused  
Dr. Vernon Cherry, Member – Present  
James Prater, Member – Present arrived at 3:11 PM

**OTHERS ATTENDING**

Kelley Vollmar, Director; Richard Tufts, Assistant Director; Steve Sikes, Operations Manager; Jennifer Pinkley, Administrative Services Manager; Nicole Horton, Environmental Supervisor; Kristin Firle, Comptroller; Jaclyn Brown, Community Services Manager; Katie Villmer-Beck, Office Support Supervisor; Steve Heinle, IT Manager; Brianne Zwiener, Communications Specialist; Melissa Parmeley, Clinical Service Manager; Heather Forys, Health Network Supervisor; Andrew Bauman, Wegmann Law Firm

**APPROVAL OF AGENDA**

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

**DECEMBER 20, 2019 MINUTES**

Vice-Chairman Diehl motioned to approve the December 20, 2019 minutes. Dr. Cherry seconded. Motion carried and Chairman Pigg announced the motion had passed.

**DECEMBER 2019 EXPENDITURES**

Dr. Cherry motioned to approve the December 2019 expenditures for \$188,549.04. Vice-Chairman Diehl seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**DECEMBER 2019 APPROVAL ELECTRONIC PAYMENTS**

Dr. Cherry motioned to approve the electronic payments for December 2019 for \$295,053.82. Mr. Prater seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

**FEBRUARY 2020 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for February 2020 presented to the board with an estimated amount of \$437,934.17. Dr. Cherry motioned to pre-approve the February 2020 Electronic Payments. Vice-Chairman Diehl seconded. Motion carried unanimously and Chairman Pigg announced the motion had passed.

## **VISITORS AND GUEST REMARKS**

None

## **ENVIRONMENTAL REPORT – NICOLE HORTON**

Three new staff members attending FD 207 Plan Review for Food Establishments in Sacramento California on an additional training grant awarded in September 2020.

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

Jefferson County Drug Prevention Coalition

In collaboration with NCADA two Advocacy trainings were held early in December at the High Ridge and Arnold offices. A total of 23 participants attended from multiple organizations including JCHD, Comtrea, JFCAC, Children's Division, CASA, and MO Network, along with a few community members.

Community Engagement

Staff from Community Engagement and JCDPC provided a vaping presentation for at the Jefferson County Nurses Association meeting.

Community Wellness

Staff has begun meeting with participants who have enrolled in the 2020 Challenge. As of the end of December 34 participants have met with the Healthy Lifestyle Coach to establish their healthy habit goals for the first week of January.

## **NURSING REPORT – MELISSA PARMELEY**

Staffing

- 3 positions hired in December—Nursing Supervisor, Registered Medical Assistant, Registered Nurse. All three positions began training in January.
- 1 position still posted--RN

Lead

- 577 children from age 6m-6yr age group have been seen since Jan 2019.
- 445 children have been screened for Lead. We currently are monitoring 56 cases with levels from 4mcg/dL to 24mcg/dL.
- 126 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 22%. Need to decrease this # with education and outreach. QI project on going through end of year.
- 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) has a meeting planned for 1/23/2020

at the Hillsboro Civic Center, we will be providing free screening for children using our LeadCare2 analyzers. Adults can also be screened for \$30. Clerical staff will also be at the event to assist with insurance and payment.

- Nurse encouragement and parent education on the importance of Lead screening continues.
- The Wellness Van has the capability to increase the availability of Lead testing in the community.

#### Wisewomen

- The new grant year for WiseWoman started at the beginning of October

#### Show Me Healthy Women

- 8 SMHW Patients. 1 who was diagnosed with Bx cancer.

#### Immunizations

- VFC on-site visit completed in December
- Planned updates to the vaccine Data Loggers systems will proceed in the February timeframe
- Working closely with area schools to plan for Spring school registration clinics

#### STD

- Continue to utilize DCS grant funding for STD and Wellness labs when there is a patient need.
- Total STD Test performed=138

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

- TRT Work Plan call January 9<sup>th</sup>
- Annual Visits=41
- New clients=42
- Return clients=30

### **EMERGENCY RESPONSE – JACLYN BROWN**

Hillsboro, Missouri – Jefferson County Health Department has been recognized by the National Association of County and City Health Officials (NACCHO) for its ability to plan for, respond to, and recover from public health emergencies. Jefferson County Health Department demonstrated these capabilities by meeting the comprehensive preparedness benchmarks required by Project Public Health Ready (PPHR), a unique partnership between NACCHO and the Centers for Disease Control and Prevention. [Health Department Name] joins a cohort of more than 520 local health departments across the country that have been distinguished for excellence in preparedness through PPHR, either individually or as part of a region.

We have updated and are finalizing the Capability 3: Emergency Operations Coordination plan. This plan will be used for small- and large-scale incident response. Once finalized it will be presented to the board and all staff will be trained.

An Emergency Outreach position will be posted. This position will focus on community preparedness and engagement, communicable disease and vaccine preventable education and exercise and training for staff, stakeholders and the community.

#### **IT REPORT - STEVE HEINLE**

##### Computer Lifecycle

The laptops and desktops purchased in 2020 will replace current equipment with Windows 7 Professional operating system. Current laptops and desktops being replaced do not have sufficient hardware components to support Windows 10 Professional.

Fourteen laptops and sixteen desktops are budgeted for replacement. The requisition for the computer lifecycle laptops and desktops for 2020 has been submitted. Estimated date of delivery will be confirmed upon order being placed.

##### MIP Fund Accounting SaaS

Completing final testing and implementation configurations.

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

The Jefferson County Health Department has budgeted for implementation of CureMD for 2020. We are finalizing review of agreement and associated addendums for final signature by end of January 2020.

We are in the process of identifying stakeholders for the implementation team ... to be finalized no later than end of February 2020.

Will begin implementation discussion and planning with vendor ... based on availability of vendor implementation resources. Estimate process to begin early March 2020.

More information to follow as we progress.

##### CitizenServ SaaS Implementation - Environmental Department

The Jefferson County Health Department has budgeted for implementation of CitizenServ for 2020. We are finalizing review of agreement and associated addendums for final signature by end of February 2020.

We are in the process of identifying stakeholders for the implementation team ... to be finalized no later than end of February 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.

#### **DIRECTORS REPORT - KELLEY VOLLMAR**

#### **NEW BUSINESS**

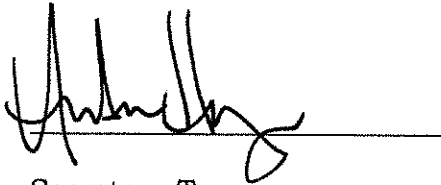
**PPHR Accreditation**

We received reognition from NACCHO for PPHR (Project Public Health Ready), this is a five-year accreditation for Emergency Response and Emergency Preparedness.

Dr. Cherry asked what position we are going to take on opioids? Mrs. Vollmar stated that we went through training last year on rescue breathing and Naloxone with NCADA. Mrs. Brown is working with MOHOPE to have Naloxone on hand and working with Dispatch on collecting data concerning overdoses.

**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 3:18 PM.



Secretary-Treasurer

