

JEFFERSON COUNTY HEALTH DEPARTMENT
405 Main Street, Hillsboro, MO 63050
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July 27, 2023

CALL TO ORDER

Chairperson Pigg called the meeting of the Board of Trustees of the Jefferson County Health Department to order at 4:01pm .

ROLL CALL

Tim Pigg, Chairperson - Present
Dennis Diehl, Vice-Chairperson – Present
Tammy Stidem, Secretary-Treasurer – Present
Dr. Amber Henry, 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:

Brianne Zwiener, Public Communications Officer
Kristin Firle, Comptroller
Jim Huber, Arch Images
Katie Kramer, Arch Images

APPROVAL OF AGENDA

Mr. Diehl made a motion to amend the agenda to move item one under old business to before Approval of minutes and Expenditures. Ms. Stidem seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Mr. Diehl made a motion to approve the amended agenda. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Approval of June 15, 2023, Town Hall Meeting Minutes

Ms. Stidem motioned to approve the June 15, 2023, Town Hall meeting minutes. Mr. Diehl seconded. Ms. Davis asked why Dr. Henry was marked excused and she was marked absent, Chairman Pigg replied that Dr. Henry told him that she would not be able to make the meeting and Ms. Davis did not. Ms. Davis made a motion to change herself from absent to excused. Mr. Diehl seconded. Hearing no further discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Mr. Diehl motion to approve the amended June 15, 2023, Town Hall meeting minutes. Ms. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Approval of June 22, 2023, Meeting Minutes

Ms. Stidem motioned to approve the June 22, 2023, meeting minutes. Mr. Diehl seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Approval of June 27, 2023, Work session Meeting Minutes

Mr. Diehl motioned to approve the June 27, 2023, Work session meeting minutes. Ms. Stidem seconded. Hearing no discussion, Ms. Davis abstained, and the motion carried, and Chairperson Pigg announced the motion had passed.

June 2023 APPROVAL EXPENDITURES

Mr. Diehl motioned to approve the June 2023 expenditures of \$79,917.69. Ms. Stidem seconded. Ms. Davis questioned the "excessive" legal fees, asked what NACCHO Ms. Vollmar replied that it is the National Association of City and County Health Organizations it is the National organization for Health agencies, and it was for a conference.

Ms. Davis states that we should be on the lookout for the bill from Brittney Newell for the investigation into her for the censure because it was in her Sunshine Request. Chairperson Pigg called Ms. Davis out of order because her Sunshine Request was not on the agenda, and the Board had already approved the bill for payment in a prior meeting.

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

June 2023 APPROVAL ELECTRONIC PAYMENTS

Mr. Diehl motioned to approve the electronic payments for June 2023 of \$523,765.10. Ms. Stidem seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

August 2023 PRE-APPROVAL ELECTRONIC PAYMENTS

The list of vendors for pre-approved electronic payments for August 2023 was presented to the board with an estimated amount of \$600,710.52. Mr. Diehl motioned to pre-approve the August 2023 Electronic Payments. Ms. Stidem seconded. Hearing no discussion. Motion carried and Chairperson Pigg announced the motion had passed.

Director's Report – Ms. Kelley Vollmar

Ms. Vollmar shared a mission moment by staff member Shari Lexa Adult Brain Injury Program Service Coordinator.

Ms. Vollmar provided testimony at a June 21, 2023 deposition related to the Prescription Opioid lawsuit. Jillian and Jaclyn Brown previously provided testimony on behalf of the County of Jefferson.

Fifth Annual Jefferson County Rotary Clubs Benefit Golf Tournament, Friday, October 13, 2023, at Crystal Highlands Golf Club. We are looking for sponsors, teams and silent auction baskets. For more information visit: www.jeffcorotary.org. Proceeds support low cost and no cost healthcare services from JCHD's Mobile Wellness Team.

Communications Report – Ms. Brianne Zwiener, Health Communications Manager

Yesterday, community member Liz Downer emailed her questions and comments for today's board meeting. Ms. Downer wrote the following (Ms. Zwiener filled in responses as appropriate):

The movie The Sound of Freedom was released on July 3, 2023. This movie was done very well highlighting the evil of human trafficking. How many board members have seen the movie? How many employees of the JCHD have seen the movie? RESPONSE: We do not know the answer to this question.

Missouri is in the top 4 states list of most active in human trafficking. Jefferson County has heavy human trafficking activity. Is there active training for signs of human trafficking and how to help when someone comes to the health department for help? Is there open communication with the JC Sheriff's Department on human trafficking in Jefferson County? RESPONSE: Part of our efforts to provide the best public health services includes ongoing professional development. Our agency workforce development plan outlines certain training that all staff are required to complete annually as well as additional required and recommended training based on the type of position. Per that plan, each JCHD employee participates in a Human & Sex Trafficking training, which typically occurs at one of our quarterly professional development days.

In addition to that employee training, all JCHD staff who work with Title X clients shall receive training upon hire and every year of employment on the following topics: Adolescents and

Mandatory Reporting, Child Abuse Identification and Reporting, and Human Trafficking. Mandatory reporters at JCHD include physicians, nurse practitioners, nurses, and clinic personnel. Per Missouri law, the human trafficking hotline poster designed by the department of public safety is required to be displayed in or near the entrance of family planning clinics which both of our locations are also in compliance with.

After working alongside our clinical staff for almost seven years, I can confidently say that each of our clinicians are thoughtful about engaging clients, employing trauma-informed practices, and creating a space that is conducive for discussing sensitive topics such as human trafficking.

I understand that the lawyer present at the Jefferson County Health Board meetings, Christi Coleman, represents the Jefferson County Health Department. Please state for the record the date the lawyer Christi Coleman was appointed the Jefferson County Health Board meeting's recording secretary. RESPONSE: Per the JCHD Board Bylaws, Ms. Jennifer Pinkley is the Board Corresponding Secretary responsible for posting agendas, notices, and record minutes of Board meetings. Ms. Coleman is our attorney, and she takes notes at our meetings as she sees fit. Ms. Coleman stepped in at the Town Hall as the "secretary" due to Ms. Pinkley's absence. Ms. Coleman also takes minutes during our closed sessions when Ms. Pinkley must leave. None of this is out of the ordinary.

OLD BUSINESS

New Hillsboro Building Update – Mr. Jim Huber Arch Images

Mr. Huber reviewed the site plan, floor plan, exterior, brought drawings and showed a video of the building. He explained that the drawings are finished and ready to go out to bid, once bids are opened, they will give an opinion of those bids to the Building Subcommittee.

NEW BUSINESS

Review Sunshine rules and regulations

Ms. Vollmar presented the Jefferson County Health Center Sunshine Law (Chapter 610 RSMo) Policy that has been modeled after the state policy and is for Board review to bring back and vote on at next month's meeting.

Ms. Davis began to address her attorney's Sunshine request, but Chairperson Pigg called Ms. Davis out of order and reminded Ms. Davis that communication to her and her attorney already informed her of what her attorney could do if she was dissatisfied with the records released to her.

Entertain topics for next agenda by Trustees.

Ms. Davis stated that there were a lot of duplicates in the documents she received for her Sunshine Request. Chairperson Pigg called Ms. Davis out of order and replied to Ms. Davis that

she had just been instructed that her attorney (who actually made the Sunshine request) would need to speak with our attorney to discuss resolution. Ms. Coleman advised the Board that the responsive documents were given pursuant to the terms of the request.

Discuss New Building Town Hall

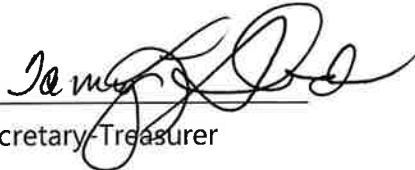
The Board will hold a New Building Town Hall on Wednesday, August 9, 2023 at 6 pm at the Hillsboro office.

PUBLIC COMMENTS

None.

ADJOURN

Mr. Diehl motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. Meeting adjourned at 5:11 pm.


Secretary-Treasurer