

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**405 Main Street, Hillsboro, MO 63050**  
**LIVE BROADCAST AVAILABLE VIA – YouTube**  
**@<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>**  
**June 22, 2023**

**CALL TO ORDER**

Chairperson Pigg called the meeting of the Board of Trustees of the Jefferson County Health Department to order at 4:00pm

**ROLL CALL**

Tim Pigg, Chairperson - Present  
Dennis Diehl, Vice-Chairperson – Present  
Tammy Stidem, Secretary-Treasurer – Present  
Dr. Amber Henry, Member – Present  
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 Melissa Parmeley, Clinical Services Manager
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**APPROVAL OF AGENDA**

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

**Approval of April 27, 2023, Meeting Minutes**

Dr. Henry motioned to approve the April 27, 2023, meeting minutes. Ms. Stidem seconded. Chairperson Pigg states the minutes were sent out late, but everyone also has a copy, Ms. Davis stated she would like to wait on approval. Hearing no further discussion, the motion carried,

with Ms. Davis being the only dissenting vote and Chairperson Pigg announced the motion had passed.

### **Approval of May 25, 2023, Meeting Minutes**

Dr. Henry motioned to approve the May 25, 2023, meeting minutes. Mr. Diehl seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed with Ms. Davis being the only dissenting vote.

### **May 2023 APPROVAL EXPENDITURES**

Dr. Henry motioned to approve the May 2023 expenditures of \$159,422.88. Mr. Diehl seconded. Ms. Davis questioned Architect Now for ASPEN and wants to see any invoice over \$5,000.00, the contract for La Piana Consulting, and regarding legal fees, want to know by date how many hours are being billed (example how many hours for board governance, general counsel, etc.) Ms. Coleman stated that she gets a summary that is compiled by JCHD which pulls from the invoices the totals per matter; however, what she is requesting cannot be automatically generated without narratives, nor can invoices with narratives be made part of the Board packet because they contain privileged communications. Ms. Davis asked why we belong to The Jefferson County Growth Association and not other organizations such as Real Republicans or Jeffco Patriots. Ms. Vollmar replied that we are a non-partisan board (the organizations Ms. Davis mentioned are partisan); however, the Jefferson County Growth Association brings everyone to the table regardless of political affiliation. Ms. Davis questioned the Arch Images bill and requested the invoice.

Mr. Diehl reminded the public that ASPEN is funded with grant funds, not tax dollars. Further, the strategic planning contract was approved by the Board, and most if not all global health agencies are doing a strategic plan. Finally, Mr. Diehl addressed Ms. Davis's inquiry regarding the legal bills by reiterating that Counsel has explained again numerous times that the formatting of the bills we get are very common from any attorney to their client.

Chairperson Pigg states that most of the big-ticket items do come before the board for a vote for approval. When you have a big project like a new building it is going to be expensive. We have staff here that are making sure that we are not being overbilled and we make sure the staff have the tools to have the oversight to do that. Anything over \$500.00 must have two signatures and there is back-up attached to the checks. Discussion was held on when checks are approved versus when they are mailed, Ms. Pinkley asked Ms. Firlie, Comptroller, to come into the meeting and explain the process to the board.

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

### **May 2023 APPROVAL ELECTRONIC PAYMENTS**

Dr. Henry motioned to approve the electronic payments for May 2023 of \$521,328.01. Ms. Stidem seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

### **July 2023 PRE-APPROVAL ELECTRONIC PAYMENTS**

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

### **Director's Report – Ms. Kelley Vollmar**

Clinical Services Report – Melissa Parmeley, Clinical Services Manager and Christina Daniele, Public Health Nursing Supervisor

JCHD was awarded a special project from MFHC called the "Emergency Contraception Kit" project. The JCHD Family Planning program coordinator is currently working with MFHC and JCHD PIO to determine how to communicate and educate the public on this topic.

The JCHD vaccination program coordinator resigned, and we have posted the Nurse position. As a VFC provider, JCHD is required to have both a vaccination coordinator and a back-up. For now, the RN back-up coordinator is managing this program in addition to her own 2 programs. The challenges we have in filling vacant Nurse positions is competing with the hourly pay of other healthcare providers. JCHD will be doing a salary market review in the next 12 months to evaluate whether the pay scales of MA, LPN, RN, NP need to be adjusted.

The JCHD Sexually Transmitted Diseases Program held a special clinic at the Treatment Court in Hillsboro on May 22. This clinic provided education, on-site testing options and referrals to all participants in the treatment court at two sessions that day. JCHD utilized the Foundation Grant to provide these services at this clinic for no charge to the clients.

The Lead program at JCHD tested 18 children in May. Two of those results were slightly elevated but parents declined venous draws. Education is provided to all parents during an appointment for lead screening. We track the number of declines for lead testing monthly. We are happy to see that the number of declines for lead screening refusals has reduced from 25% to 9% over the past quarter. The reasons for denial for lead screenings vary from a time limitation and not wanting an additional procedure for the child. Marketing and advertising are helping to get the word out that JCHD is able to do lead screening and the importance of this screening for children.

The JCHD community team participated in a career fair at Senn-Thomas Middle School on May 18. There were approximately 325 adolescents that participated in the fair. During this community event, JCHD presented information about the health department, careers in public health, and facts about careers in healthcare for roles of CNA to Nurse Practitioner. The children were able to walk onto a JCHD mobile unit and learn about how we bring services to the community.

### **GRANT/CONTRACT AWARDS:**

JCHD was awarded a grant from the Jefferson Foundation in the amount of \$175,000 to address health equity and reduce barriers in healthcare in the county. The purpose of this grant is to

ensure we can continue to provide direct client services to individuals in the community that have transportation, insurance, and economic barriers to care. This grant supports our mobile programs and ensures JCHD continues to have the appropriate staffing to serve individuals in the community. This is a critical part of public health in Jefferson County because the county has only one primary care physician per 4,310 residents. This is far below the state average of one provider per 1,420 residents. The funding will be allocated in the following manner for the timeframe of June 1, 2023, through May 31 2024:

<b>Service</b>	<b>Budget</b>
Direct Client Services: screenings, vaccinations, testing, Direct Care, Oral Healthcare, Primary and Preventative services, vital records	\$80,000
Staffing: MA (Mobile Unit)	\$50,000
Staffing: Transportation	\$6,000
Point of Care Testing Kits: Flu, COVID, Strep, Lead, pregnancy, Mono, Lipids, Etc.	\$10,000
Marketing	\$5,000
Medical Supplies	\$10,000
Agency Program Supplies	\$10,000
Fuel	\$4,000
<b>Total</b>	<b>\$175,000</b>

Communications Report – Brianne Zwiener, Public Communications Officer

The analytics portion of the report under website analytics one of the pages that got the most engagement in the past month was our Wellness walk web page which is the page that's on the website that has all of our Jeff go Wellness walk sites listed.

Ms. Coleman gave an update to the Board in follow up to last month's presentation about Sunshine issues that we had with the Attorney General's office. After our meeting a judge in Jackson County issued an order and a judgment in the last remaining suit that was filed by the Attorney General Schmidt against school districts. In 2021, the AG filed suits against Lee's Summit school district and 46 other school districts about their COVID mitigation measures and sent all of the school districts in the state and every health department in the state letters demanding that they comply with his orders about mitigation measures. Of the 46 suits, only 1 survived and that was because Lee's Summit School District actually filed a countersuit against

the Attorney General's office. On May 26 the judge ruled against the attorney general's office because the attorney general's office had lacked legal authority to insert itself into the school district's efforts to manage the COVID-19 pandemic. As to why this is relevant to us, it is also discussed that the AG does not have the power to order mitigation efforts stop. The judge said that legislature gave the AG's office ability "enforce the Missouri sunshine law by authorizing him to seek judicial enforcement of the requirements" of the Sunshine law. The attorney general can sue for alleged sunshine law violations - but the General Assembly only allows the attorney general to enforce that law through litigation. The attorney general cannot order anyone to comply with the Sunshine law and any such order would have no legal effect, because the "attorney general has no judicial power and may not declare the law, his opinions may be persuasive to some and not to others. In any event the judicial power of the state is vested in the courts so designated in the constitution the courts declare the law indeed the opinions issued by the attorney general." (Quote from judicial opinion)

Reminder that the Work session is June 27, 2023, at the Civic Center.

**OLD BUSINESS**

No Old Business.

**NEW BUSINESS**

No New Business.

Ms. Davis asked about her Sunshine request that was submitted by her attorney. Chairman Pigg stated that is not on the agenda and is not Board business. Ms. Davis disagreed and states that it is because of the censure and that employees filed complaints against her. It was decided at the next board meeting to reaffirm JCHD Sunshine Rules and Regulations.

**ADJOURN**

Dr. Henry motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. Meeting adjourned at 5:04 pm.

  
Secretary-Treasurer