

JEFFERSON COUNTY HEALTH DEPARTMENT
405 Main Street, Hillsboro, MO 63050
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March 29, 2023

CALL TO ORDER

Chairman Diehl called the meeting of the Board of Trustees of the Jefferson County Health Department to order at 4:06pm

ROLL CALL

Dennis Diehl, Chairman - Present
Dr. Amber Henry, Vice-Chairman – Present
James Prater, Secretary-Treasurer – Present
Tim Pigg, 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
Jaclyn Brown, ASPEN Coordinator
Lori Brenneke and Tiffany Bayer, Missouri
Department of Health and Senior Services

APPROVAL OF AGENDA

Mr. Prater made a motion to amend the agenda to strike items 3-6 under new business. Mr. Pigg seconded the motion. Ms. Davis read the verbiage from the agenda for items 3-6. Mr. Pigg and Mr. Diehl reminded Ms. Davis that the proposed agenda is online. Ms. Davisthen began discussing the substance of what she wanted to propose under each agenda item. Ms. Davis said that Mr. Prater does not want to allow public comments back on the FaceBook page, and Mr. Prater denied that accusation, and

noted that he never stated a reason for his motion. Ms. Coleman stated that Ms. Davis was not following Roberts Rules of Order because discussion is on the motion itself and not on the substantive items. Ms. Davis replied that the Chairperson did not ask for legal advice and the bylaws state a board member can request for items to be placed on the agenda, which she did and now there is a motion for them to be stricken. Ms. Davis continued to discuss the substance of the proposed action items which were the subject of Mr. Prater's motion. Mr. Pigg asked twice that the question be called. Chairman Diehl tried to regain order through use of the gavel, but Ms. Davis stated that Ms. Vollmar cut off Board member emails. Mr. Diehl responded that this was not true, and Diehl called the question. Ms. Davis asked to amend the motion to leave item 6 on the agenda; Ms. Coleman advised that only the person who made the motion may amend the motion. Mr. Prater clarified that his viewpoint is that if you are going to make a Sunshine Request and take up staff time, then it is unethical to request not to pay for it.

Hearing no further discussion, motion carried to amend the agenda with all members voting to approve, except Ms. Davis, who did not vote. Chairperson Diehl announced the motion had passed.

Mr. Pigg made a motion to move item 1 under new business after approval of the agenda. Dr. Henry seconded. Hearing no discussion, the motion carried to amend the agenda with all members voting to approve, except Ms. Davis, who did not vote. Chairperson Diehl announced the motion had passed.

Dr. Henry made a motion to move item 2 under new business, to under item 2 under Director's Report. Mr. Prater seconded. Hearing no discussion, the motion carried to amend the agenda with Ms. Davis being the only dissenting vote and Chairperson Diehl announced the motion had passed.

At 4:20pm, Mr. Pigg motioned to approve the amended agenda. Mr. Prater seconded. Hearing no discussion, the motion carried, and Chairperson Diehl announced the motion had passed.

Presentation to the Board regarding Federal, State, and Local coordination of grants and contracts – Missouri Department of Health and Human Services – Tiffany Bayer and Lori Brenneke

Ms. Bayer and Ms. Brenneke provided a presentation on Grants and Contracts Compliance that provides a framework for understanding the formal and informal

processes in place to ensure accountability for public funds issued through grants and contracts. They reviewed an overview of state budget appropriation process, review the various layers of grant authorities, gain familiarity with the life cycle of a grant and understand the oversight through monitoring and audits. At the end of the report, Ms. Brenneke offered to give the presentation again to any new Board members after the election, if the Board obtained any new members.

Following the presentation, the Board took a brief (3 minute) recess.

Approval of January 26, 2023, Meeting Minutes

Dr. Henry motioned to approve the January 26, 2023, Meeting Minutes. Ms. Davis seconded. Mr. Pigg and Mr. Prater abstained. Hearing no discussion, the motion carried, and Chairman Diehl announced the motion had passed.

Approval of February 23, 2023, Meeting Minutes

Mr. Pigg motioned to approve the February 23, 2023, meeting minutes. Mr. Prater seconded. Dr. Henry abstained. Hearing no discussion, the motion carried, and Chairman Diehl announced the motion had passed.

February 2023 APPROVAL EXPENDITURES

Mr. Prater motioned to approve the February 2023 expenditures of \$245,94.86. Dr. Henry seconded. Ms. Davis questioned the La Piana Consulting for Strategic Planning and Architect Now for ASPEN. Ms. Davis commented that although the Board approved the retention of La Piana Consulting, she believed Ms. Vollmar should prepare the Strategic Plan. Mr. Pigg commented on the funds spent for emergency preparedness, and thanked the administration for its work on those efforts. Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote. Chairperson Diehl announced the motion had passed. Mr. Diehl inquired why Ms. Davis dissented, and Ms. Davis said that her reasons were personal, that she didn't realize ASPEN would cost so much, and that she misunderstood that the services to be provided by ASPEN. Ms. Davis thought that the JCHC was going to pay for counseling services for residents. Mr. Diehl asked Ms. Davis to stop spreading misinformation about ASPEN, and Ms. Davis stated "I wish you wouldn't use that word when you talk about me." Ms. Davis stated that the JCHC should give \$760L to COMTREA to treat kids. Mr. Diehl pointed out that COMTREA is a partner in the ASPEN program.

February 2023 APPROVAL ELECTRONIC PAYMENTS

Mr. Pigg motioned to approve the electronic payments for February 2023 of \$497,854.16. Dr. Henry seconded. Ms. Davis stated that she had added up MEMIC, LAGERS, payroll taxes and UHC (employee health insurance) costs, and those were \$183K. She added up \$267K in salaries, and stated that compared to the benefits paid, it seemed odd. Ms. Davis stated that she had done research and 38% was normal to spend on employee health insurance and payroll taxes, which would only be \$101K. Ms. Pinkley commented that the health insurance premiums include what employees actually pay from their checks to have dependent/family care. Ms. Davis stated that she wanted a committee formed to evaluate insurance. Ms. Coleman stated that the Board has a standing Insurance Committee, and Ms. Davis is a member of that committee. Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote and Chairman Diehl announced the motion had passed.

April 2023 PRE-APPROVAL ELECTRONIC PAYMENTS

The list of vendors for pre-approved electronic payments for April 2023 was presented to the board with an estimated amount of \$588,112.25. Dr. Henry motioned to pre-approve the April 2023 Electronic Payments. Mr. Prater seconded. Hearing no discussion. Motion carried and Chairman Diehl announced the motion had passed.

DIRECTOR'S REPORT – KELLEY VOLLMAR

Clinical Services Report – Melissa Parmeley, Clinical Services Manager -

Addition funding has been received from Title X for period poverty kits supplies have been purchased and the kits will begin to be distributed at JCHD offices and clinic in May. The VFC program underwent an Internal Quality Improvement review with the Missouri Department of Health and Senior Services, from that review we are working to develop an education and outreach program, evaluate county level vaccine data, and create a recall system for missed appointments. The TB program coordinator continues to work to move all TB related services into the General clinic area. The Mobile Wellness program saw ninety-five patients in February (82 of which were repeat patients). The mobile clinic spent a week at the Festus School system where services were provided to staff and faculty. The Dental program added two schools in February in the Fox school system. Ms. Davis asked Ms. Parmeley who is in charge of answering phones at JCHC, because she wanted to know who decides what callers hear when they are on hold. Ms. Parmeley asked to be able to complete her report. Ms. Parmeley concluded her report by explaining the Dental Dashboard that was provided in the board packet.

ASPEN Report – Jaclyn Brown, ASPEN Coordinator (Report below read aloud, reprinted here) -

My name is Jaclyn Brown, and I am one of the faces behind the ASPEN (Accessing Services Providing Essential Needs) program. Prior to 2018, I was an Associate Director for a Head Start program working directly with families while trying to connect them to needed resources. At one point in my life, I was a single parent utilizing Head Start services and often struggling to navigate needed services or lack of resources in our community. This drove and empowered me to continue going back to school and eventually move into an administration position for the Head Start program where I worked to help other families in our communities. In 2018 a unique position became available at the Jefferson County Health Department to coordinate the newly formed Jefferson County Health Network, which was designed to address lack of access to care, resources and referrals and other rising needs in our community. JCHD continues to address rising needs in our community.

In 2018 I had vision that as a community, we could utilize technology to develop an exceptional resource directory to better help our families link to needed care more easily. I was blessed to receive the job at JCHD and began the long journey that is now the development of ASPEN. Myself, JCHD and many partners, providers, school representatives and community members worked for years on identifying needs in our community and developing this multi-layered virtual system. ASPEN provides a directory for users to identify and utilize key foundational public health services, including the Missouri Foundation for Public Health fundamental services and capabilities that by law, must be made available in every community. To ensure the foundation of Missouri's public health system, linkages to medical, behavioral, and community resources, injury prevention (including mental health and substance use) must be made available to the public as well as providing timely, accurate, and locally relevant information on the consequences of Adverse Childhood Experiences (ACE's).

<https://www.healthiermo.org/fphs-model>. ASPEN meets and exceeds these requirements set forth by Missouri's Foundation for Public Health.

I understand there are a lot of questions and misinformation circulating regarding ASPEN, such as its history, funding, and cyber security. JCHD administration and I are working to address these questions. I am currently working as the ASPEN Coordinator, a role which includes project manager, marketing, training, liaison, grant writer and other vital tasks. Questions are welcomed and appreciated as they help us make the program stronger and provide directions on how to educate the public.

First let me address why JCHD was a launch pad for what is now known as ASPEN.

- 2015 and 2018 data from Jefferson County community and partner surveys identified needs for access to care and resource/referrals for the community.
- As noted previously, JCHD is a public health center in the state of Missouri and within the Missouri Foundation of Public Health Services Model, priorities include the following capabilities that aligns with ASPEN's goals and objectives. These capabilities are noted on each of the monthly ASPEN board reports highlighting how objectives align with capabilities.
 - Linkage to medical, behavioral and community resources
 - Injury prevention
 - Community Partnership Development
 - Health Equity and Social Determinants of Health
 - Assessment and Surveillance
 - Local Responsive Program and Services
- In 2018, Jefferson County saw an increase of youth suicides and overall rising needs for mental health services. Data continues to show access to care, linkages to resources, substance use treatment and mental health services are a high need in our community.
 - The ASPEN Frequently Asked Questions document included links to updated mental health data.
 - 2020 Medical Examiner Report: Jefferson County 2020, 3 individuals under the age of fifteen including one under the age of twelve died by suicide (Jefferson County Medical Examiner Report 2020)
 - 2020 Total Deaths by Suicide in Jefferson County were 53 – of these, thirteen were between the ages of 20-29
 - Jefferson County Health Department, Mercy Jefferson, COMTREA, Jefferson-Franklin Community Action and Jefferson County Community Partnership 2019 and [2022 Community Health Needs Assessment](#) each identified Access to Care, Substance Use and Mental Health as the top three priorities in the county.

We have updated the Jefferson County Health Department Website and Jefferson County Health Network Websites to include our most updated [ASPEN \(Accessing Services Providing Essential Needs\) Frequently Asked Questions \(FAQ\)](#). This FAQ includes information regarding data, and other commonly asked questions.

With support from the JCHD public information officer I am working to update the Jefferson County Health Network website to include additional ASPEN information and

help answer questions from the community. We are also working with our developers to produce a series of videos explaining some of the recent data and security questions, including the Azure Cloud platform that currently houses ASPEN services to provide security and protection.

At this point, Mr. Pigg asked if ASPEN is used anywhere else. Ms. Brown stated that we developed it. We didn't purchase it. We have been approached by other counties, DESE, etc about using this tool. Mr. Pigg commented, "So you're building this plane?" Ms. Brown responded in the affirmative. Mr. Pigg stated that he was impressed.

Ms. Davis stated that a parent called her, complaining that her son was bullied and in tears, and could not take it anymore. The son stood up for himself, and both he and his bully got in trouble. "The child is now in the system and is considered a troubled youth." Ms. Davis said the mother told her she can't get anyone to give her information from whoever has the file. Ms. Brown clarified that we don't have a file on any student. We do not house records, because ASPEN is not a Student Information System. Recordkeeping is up to the individual schools, based on their records policies. Ms. Davis asked if the mother could get what her son journaled into the program. Ms. Brown stated there is no journal – the screening results may be available if the school provides them. Ms. Vollmar reminded Ms. Davis that students can't access the system without parent permission first. Ms. Davis stated, "What about the parent who has done everything they can for the kid but there's mental illness, and the student is telling the program things that are lies about the parents?" Ms. Brown stated this isn't how the program works - there are set questions in the screening. Ms. Davis stated, "The kid can lie and make up a story about the parents." Ms. Brown stated that they cannot – while the student can tell a counselor something, there's no narrative option within the ASPEN screening.

Ms. Brown continued the reading of her written statement: I also need to let the board know I received a phone call today from one of our community partners that they had received a phone call from one of our potential funders the potential funder reported to our partner that a board member from JCHD had called them regarding ASPEN and funding concerns. I confirmed with the potential funder that a board did contact them, and it was clear to them the board member had fundamental misunderstanding of the program and its funding. I respectfully request that board members please not act with the intent to spread misinformation or sabotage the program. The majority of the board has been supportive of this program and contacting current funders or potential funders

undermines the mission of this program and the efforts of the agency, program, and this board.

Communications Report – Brianne Zwiener, Public Communications Officer (Report below read aloud, reprinted here) -

Programs that do not make money should be eliminated.

- One of the current misunderstandings circulating is that the health department programs that do not make money are not successful and should be eliminated. Though sustainability is a part of program and service planning in public health, the end goal is not to make a profit from the programs and services we provide. We focus on meeting sustainability costs and 'breaking even' if you will. The purpose of our programs and services is to meet the needs of the community in the best way possible (affordable, accessible, quality-care). As the needs change in the community, the programs and services, or the way we provide them, may change as well. For example, if the community health assessment process determines that mental health issues are a top priority, we may modify old or implement new programs, services, and partnerships in order to address that need. ASPEN is an example of this. Several years back certain community needs such as a resource referral network and mental health issues were identified. Partners came together to create the vision for the ASPEN platform to address resource referrals and mental health issues.
- A good portion of our staff are either partially or completely paid from various grant and contract funding sources, which helps alleviate the costs to patients/participants in order to keep programs operating. To say that a program that is not 'making money' should be eliminated defeats the purpose of public health. We do not provide car seats, family planning services, health education, nutrition consultations, lead screenings, primary care, dental services and much more simply to make money. We provide these services because we understand the need for them, and our staff are dedicated to serving the community.

Employees and board members received kickbacks.

- Another miscommunication circulating in the community is that JCHD staff and/or board members are or have accepted 'kickbacks' or 'pay to play' money for pushing certain recommendations related to COVID mitigation efforts. Our agency as public health follows the appropriate mitigation efforts for all communicable diseases per CDC and Missouri DHSS guidance and recommendations. No employee at Jefferson County Health Department nor was any board member provided any sort of incentive (monetary or other) to recommend or 'enact' any mitigation efforts related to COVID or any other

program. Regardless of what has been stated by others, no employee of JCHD has ever even been offered a 'kickback' let alone accept it.

- Perhaps where the confusion is stemming from is related to funding sources provided to public health agencies during COVID response. During COVID, some funding (both federal and state) was provided to assist with implementing COVID mitigation efforts such as purchasing personal protection equipment (gloves, masks, hand sanitizer), covering costs for supplies to host vaccination clinics open to the public, infrastructure funds to cover the cost of hiring additional staff for case investigators, contact tracers, etc. Because these funding types were typically contract funds, they came with a set of rules and deliverables about what they could and could not be spent on. Our agency utilized the provided funding per the regulations set by state and federal agencies noted in our communications with them. There has never been a concern from any of the funding agencies that we were not following the contract deliverables. No money was provided to individual employees, administration, or board members as a benefit for accepting the funding or implementing certain recommendations.

Informed Consent

- Another concern that we have been made aware of is that we do not have informed consent for vaccinations, which is not accurate. Per the American Medical Association's Code of Medical Ethics, informed consent is defined as: *Patients have the right to receive information and ask questions about recommended treatments so that they can make well-considered decisions about care.*
- All patients or their guardians (for those under age 18) receiving any type of care or treatment at the health department sign a consent prior to any procedure for the receipt of that procedure or care. A healthcare worker talks with the patient about the procedure or service prior to providing it and provides the patient an opportunity to ask any questions. Education on the procedure is either provided in writing or as a resource for each patient.

ASPEN Misinformation from Wikipedia

- Recently there has been information being shared across social media incorrectly identifying a Wikipedia page for The Aspen Institute (an international nonprofit) with the ASPEN tool developed here in Jefferson County. To clarify this, the information posted in certain social media posts about The ASPEN Institute was copied and pasted from a Wikipedia page about an international nonprofit organization that happens to have a similar name. Again, that information is not related to our ASPEN platform in any way. There were concerns regarding the donations page stating that funds for The Aspen Institute were donated from

sources like the Gates Foundation, Carnegie Corporation, and George Soros, and again to clarify, this IS NOT our program. The international non-profit organization with ASPEN in the name was the organization that received donations from those foundations listed above. There are other programs, products, organizations, and places with ASPEN in the name, just like there are 27 Jefferson County Health Departments across the country. It is important to be sure we are sharing the correct information about the program which can be found on the Jefferson County Health Department website.

Info on ASPEN grants including amount, date received, & the funder names

- This information can all be found on the Jefferson County Health Department website on the ASPEN page under the resources tab. From there scroll to the bottom of the page and click the button that says ASPEN PowerPoint. Within that PowerPoint is listed all the partners, funders, and grant information.
- The PowerPoint Presentation for ASPEN has recently been updated to include the amount of each grant.

Report funds being used for ASPEN that are not grants

- Currently, salaries, operational costs etc. are being covered by grants and contracts.

What is the estimated amount to be spent per person for services offered through the ASPEN program?

- Because ASPEN is a resource tool there is no cost per person for direct services because it does not provide the services.

What is the pay/salary of the group or board that is in charge of ASPEN program?

- The individual's salary at Jefferson County Health Department who is currently overseeing the program, is funded by the ASPEN grants to cover all work she does on the program.

OLD BUSINESS

No old business.

NEW BUSINESS

Jefferson County Community Mental Health Fund Board Grant Application

Approval – Jaclyn Brown

The ASPEN Coordinator is requesting to submit a grant through the Jefferson County Community Mental Health Fund Board (JCCMHFB) to support mental health awareness

and education, marketing, and staffing. JCCMHFB is currently accepting requests for proposals in the form of grants to be utilized for the remainder of the 2023 calendar year. Their request was made public through the Jefferson County Leader Publications. Proposal Objectives:

- Research local and regional videographers to develop quality educational ASPEN videos pertaining to mental health awareness and how to utilize ASPEN to identify mental health related resources.
- Hire a videographer/production company to develop education and campaign video.
- Develop an ASPEN marketing and awareness campaign.
- Salary and fringe for time from the JCHD ASPEN Coordinator, ASPEN Program Specialist and JCHD Public Information Officer to meet deliverables, continue resource directory updates, develop marketing materials, research production companies, monitor video development and ongoing program sustainability planning.

Proposed Request for funding:

ASPEN / Jefferson County Health Department	
Expense Type	Total Request
Salaries	20,300
Fringe	8,000
Marketing Campaign	8,000
Education Video	20,000
Total Request	56,300

Mr. Pigg made a motion to move forward with the Jefferson County Community Mental Health Fun Board Grant Application. Mr. Prater seconded. Hearing no discussion, the motion carried with Ms. Davis being the only dissenting vote and Chairperson Diehl announced the motion had passed.

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 6:12 pm


 Secretary-Treasurer