

JEFFERSON COUNTY HEALTH DEPARTMENT
405 Main Street, Hillsboro, MO 63050
LIVE BROADCAST AVAILABLE VIA – YouTube
@<https://www.youtube.com/channel/UCAcuytmq2kUAI65z3AYsmYw>
November 30, 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:

Kristin Firl, Comptroller
Melissa Parmeley, Clinical Services Manager
Jeana Vidacak, Community Services Manager
Steve Ferry, IT Manager

APPROVAL OF AGENDA

Ms. Stidem made a motion to move item number three under new business to the next meeting. Dr. Henry seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Dr. Henry made a motion to move item number 2 under new business to the next meeting. 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. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

October 2023 APPROVAL EXPENDITURES

Dr. Henry motioned to approve the October 2023 expenditures of \$26,235.32. Mr. Diehl seconded. Ms. Davis questioned why the expenditures were so low this month and questioned the legal expenses.

Hearing no further discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

October 2023 APPROVAL ELECTRONIC PAYMENTS

Dr. Henry motioned to approve the electronic payments for October 2023 of \$473,529.11. Ms. Stidem seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

December 2023 PRE-APPROVAL ELECTRONIC PAYMENTS

The list of vendors for pre-approved electronic payments for December 2023 was presented to the board with an estimated amount of \$602,365.52. Dr. Henry motioned to pre-approve the November 2023 Electronic Payments. Ms. Davis seconded. Hearing no discussion. Motion carried and Chairperson Pigg announced the motion had passed.

Director's Report – Ms. Kelley Vollmar

Clinical Services Report – Ms. Melissa Parmeley, Clinical Services Manager

During October was the largest portion of our influenza vaccines, many done through our school systems. She thanked the school nurses who helped us coordinate all of these events and also helped ensure those events ran smoothly. Our community team wrote for a grant through the Jefferson Foundation to help support the purchase of a new mobile healthcare unit that will house our Mobile Wellness program going forward, and we were granted the full amount that we wrote. We also worked to supplement that with some additional funding, and will next be putting together an RFP so that we can go out to bid for the development, the design, and the fabrication of a new mobile healthcare unit.

Community Services Report – Ms. Jeana Vidacak, Community Services Manager

Ms. Vidacak highlighted the 2023 Mosquito Control Program that began May 2023 and concluded on October 31, 2023. We have some preliminary numbers from our mosquito season; this summer they collected 202,751 female mosquitoes that were able to be tested. There are 81 tests with 9 positive for West Nile virus (which is what we test for), 388 different spray locations that they did around the county for unincorporated Jefferson County (including county parks, fairs, festivals, and anything that was asked for that is in our jurisdictional area). Final numbers will be on our annual report.

The Environmental Laboratory Technician will be retiring on December 15, 2023, after 46 years of service to JCHD. She is a one person show so as that position left we had another staff that we were training to take that position over, but that person actually left us as well to go to a different company. So now is a good time to evaluate what that program looked like, and after that evaluation we concluded that we are going to close our environmental lab. The lab costs us about \$40,000 to run every year after you take out salary, fringe, and supplies. We do have some fees coming in, but they do not offset what the program. When we started the lab the state laboratory did not have courier services, so we were the only option that the County residents had for private and public water testing; we now have courier services that get picked up from our building and from Mercy Jefferson, and the State has programs - it is free to go to the state lab for private residents. So we made the decision to go ahead and close that environmental lab at the end of December.

Update on State PDMP – Ms. Kelley Vollmar, Executive Director

Ms. Vollmar gave a presentation on the Prescription Drug Monitoring Program (PDMP) and Mr. Dean Linneman joined from the state PDMP to answer questions. Ms. Vollmar spoke about the county's continuing needs for the PDMP, the current county PDMP status, Statewide PDMP Legislation that was approved, what information is sent to the PDMP, and who will now have access to the PDMP data. Discussion held on the PDMP.

OLD BUSINESS

Second reading of Ordinance Prohibiting Harassment and Discrimination and Act on Recommendation to Adopt Same

Ms. Stidem made a motion to approve the Ordinance 23-11-30-01 Prohibiting Harassment and Discrimination. Dr. Henry seconded. Chairperson Pigg called for a roll call vote.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, aye; Dr. Henry, aye; Ms. Davis, nay.

Motion carried and Chairperson Pigg announced the motion had passed.

NEW BUSINESS

Presentation of 2022 Audit

The 2022 Audit was conducted by Fick, Eggemeyer, & Williamson, CPAs, it was a clean audit, and will be posted on the JCHD website.

- Single Audit performed.
- Major programs audited:
 - COVID-19 and Adult Vaccination Supplemental (AIG)
 - American Rescue Plan Act (ARPA)
 - Family Planning, TITLE X

First reading of a Resolution Authorizing St. Louis County, Missouri to Transmit Jefferson County Historical PDMP Data to the State of Missouri and Authorizing Execution of Same. (Note, in order to effectuate a second reading in time for the 12/17/23 approval deadline, the Board would have needed to hold a special meeting. The Board waived a second reading and acted on the recommendation to adopt the Resolution at this meeting).

Mr. Diehl made a motion to adopt Resolution 23-11-30-02 Authorizing St. County, Missouri to Transmit Jefferson County Historical PDMP Data to the State of Missouri. Dr. Henry seconded. Chairperson Pigg called for a roll call vote.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, nay; Dr. Henry, aye; Ms. Davis, nay.

Motion carried and Chairperson Pigg announced the motion had passed.

First reading of proposed Bylaws – Presented by Counsel, questions to be addressed in Executive Session per RSMo. 610.021.1

Ms. Coleman presented the changes to the Bylaws and explained that the Bylaws should be updated due to Law changes, Board efficiency, use of executive committees, hiring processes, and conform with best practices. Ms. Coleman asked the Board members to hold their questions until executive session and the reason for that is because attorney-client communications soliciting legal advice or interpretations are privileged. Ms. Coleman presented a powerpoint presentation of an overview of the proposed changes, section-by-section. Ms. Davis interrupted Ms. Coleman and stated that the changes need to be in full view of the public. Chairperson Pigg states that we are following the advice of counsel, please respect her as she goes through this presentation. Ms. Coleman completed her presentation of the review of the proposed changes.

Chairperson Pigg motioned to go into closed session citing Sunshine Law Statute 610.021 Sections 1, 3 and 14. Dr. Henry seconded the motion. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye
Mr. Diehl— Aye
Ms. Stidem— Aye
Dr. Henry— Aye
Ms. Davis— Nay

Chairperson Pigg announced the motion carried and they were now in closed session.

Dr. Henry made a motion to re-open the Open session. Ms. Stidem seconded. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye
Mr. Diehl— Aye
Ms. Stidem— Aye
Dr. Henry— Aye
Ms. Davis— Aye

Entertain topics for next agenda by Trustees.

Ms. Davis states that it looks like we are doing very well financially, and she would like to see all employees receive at least a \$5.00 an hour cost of living raise, except for the "highly paid people." Chairperson Pigg states that we should wait for the salary compensation study that is currently being completed.

PUBLIC COMMENTS

Mr. Alan Leaderbrand spoke about his concerns with data sharing and the PDMP.

ADJOURN

Dr. Henry motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 5:50 pm.


Secretary-Treasurer

State PDMP Update

PRESENTATION FOR BOARD OF TRUSTEES BY EXECUTIVE DIRECTOR VOLLMAR

JEFFERSON COUNTY HEALTH CENTER

NOVEMBER 30, 2023

The County's Continuing Needs:

- Jefferson County had the fourth highest overdose mortality count in Missouri regardless of drug type from 2017-2021, and the sixth highest for inpatient (nonfatal) overdose rates from 2017 to 2020.
(Midwest High Intensity Trafficking Area 2023 Overdose Report for Missouri)
- In 2022, the deaths of 43 children were linked to Fentanyl or Fentanyl mixed with other drugs. Of those, 20 were between the ages of 15 and 17, while 20 were under age 5. The overall number of Fentanyl related child deaths nearly doubled, with deaths for children under age 5 increasing by more than 500%.
Missouri Child Fatality Review Program (CFRP) Annual Report for 2022
- Substance Use Consequences in Jefferson County
 - Health: In 2020, Jefferson County residents had a total of 147 alcohol-related and 87 drug-related hospitalizations. Additionally, there were 390 alcohol-related and 418 drug-related ER visits that did not include a hospital stay.
 - Treatment: In 2022, 1299 individuals were admitted into Substance Abuse Treatment Programs. A total of 333 were primarily due to alcohol, 195 were primarily due to marijuana, and 83 were primarily due to prescription drugs.
 - Enforcement: In 2021, Jefferson County had 800 DWI arrests, 35 liquor law violations and 611 drug-related arrests. There were 16 methamphetamine laboratory seizure(s) in Jefferson County in 2021.
(MO DMH, Behavioral Health Profile, Jefferson County 2023)

Current County PDMP Status

In April 2017, St. Louis County implemented a prescription drug monitoring program (“PDMP”). As part of that effort, 75 cities and counties in Missouri, including Jefferson County, adopted a local ordinance to authorize joining the St. Louis County program.

JCHC Board of Trustees adopted Ordinance No. 17-05-25-01 on May 25, 2017, establishing the Jefferson County PDMP program

JCHC Board of Trustees also adopted Ordinance No. 17-0525-02 on May 25, 2017, entering into an intergovernmental agreement with St. Louis County to allow St. Louis County Department of Public Health to collect, store and safeguard Jefferson County’s PDMP data



Statewide PDMP Legislation Approved

- ❑ On May 12, 2021, the Missouri Legislature passed SB 63 which authorizes a statewide prescription drug monitoring program.
- ❑ RSMO 195.600 created a statewide Prescription Drug Monitoring Program (“State PDMP”) in which all Missouri Counties are required to participate, effective December 13, 2023.
- ❑ The Missouri Joint Oversight Task Force (JOTF) for Prescription Drug Monitoring was created in 2021 after passage of SB 63 which was sponsored by Senator Holly Thompson-Rehder and signed by Governor Michael L. Parson. The JOTF is authorized to supervise the collection and use of patient dispensation information for prescribed Schedule II, III, or IV controlled substances as submitted by dispensers.

“SB 63 will help provide necessary information to health care professionals and empower them to make decisions that better serve their patients and assist in fighting the opioid epidemic in Missouri.”

-GOVERNOR MIKE PARSON

Missouri's go-live date for the statewide PDMP is scheduled for December 13, 2023.

The statewide PDMP will be fully operational on December 13.

All historic data approved by currently participating counties will be transferred to and available in the statewide PDMP on December 13.

On December 13, all dispensers within the State of Missouri will be required to report to the statewide PDMP per RSMO 195.600

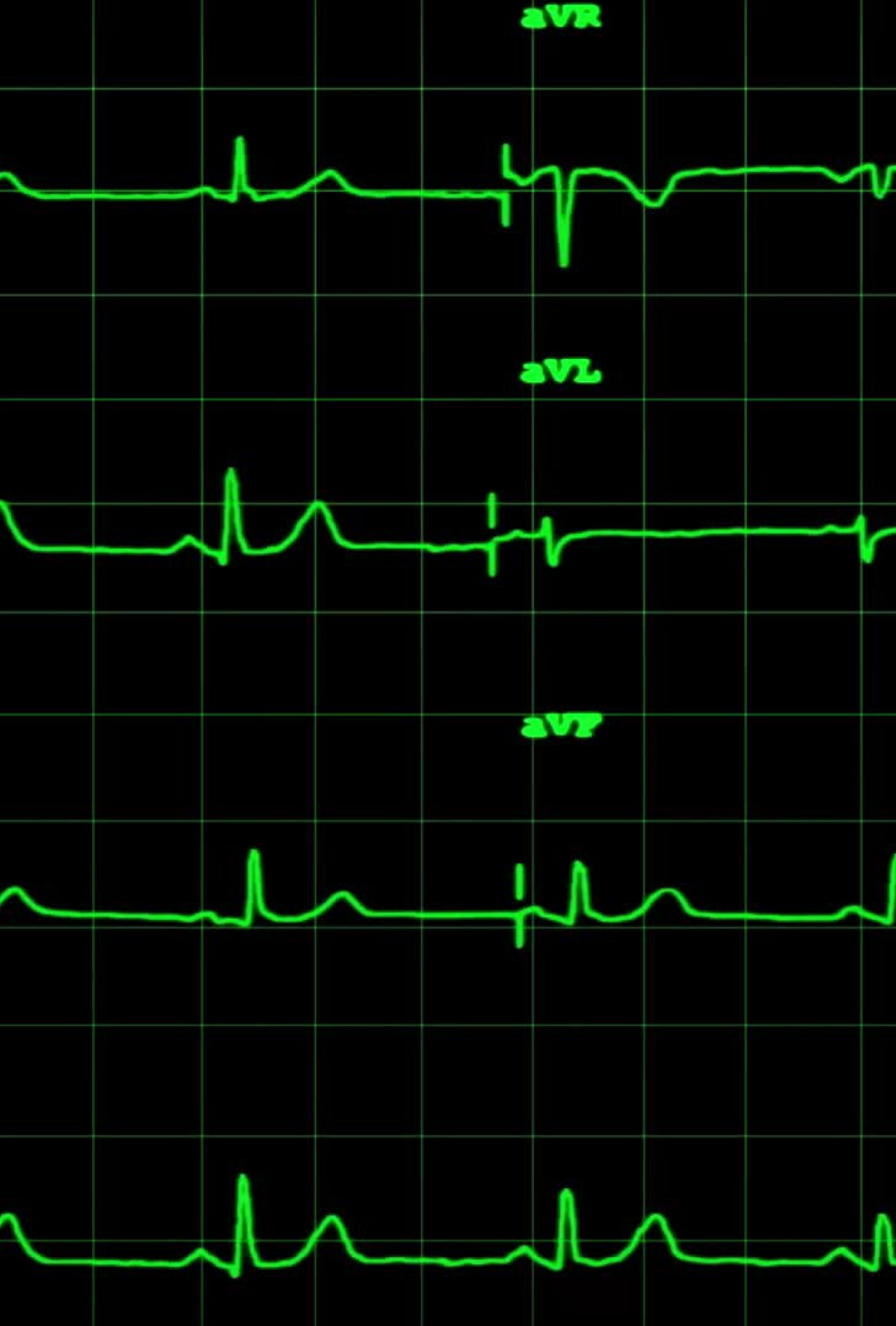
The St. Louis County PDMP will cease to operate on December 13.

What is the purpose of a PDMP?

The purpose of a PDMP is to reduce abuse and misuse of controlled substances such as opioids by making dispensation information for such substances available to prescribers, dispensers, and health care providers.

How does a PDMP help?

By making dispensation information available, PDMPs can help prescribers, dispensers, and health care providers identify patients who may be misusing prescription opioids or other controlled substances and who may be at risk for overdose.



What information is sent to the PDMP?

Missouri's PDMP law (Section 195.600, RSMo) requires the following information to be submitted to the PDMP. *No information can be added to this list without a change to the PDMP law.*

1. The pharmacy's Drug Enforcement Administration (DEA) number;
2. The date of the dispensation;
3. The following, if there is a prescription:
 - (a) The prescription number or other unique identifier;
 - (b) Whether the prescription is new or a refill; and
 - (c) The prescriber's DEA or National Provider Identifier (NPI) number;
4. The National Drug Code (NDC) for the drug dispensed;
5. The quantity and dosage of the drug dispensed;
6. The patient's identification number including, but not limited to, any one of the following:
 - (a) The patient's driver's license number;
 - (b) The patient's government-issued identification number; or
 - (c) The patient's insurance cardholder identification number; and
7. The patient's name, address, and date of birth

Permitted Use of PDMP Data:

- Dispensation information and any individually identifiable *patient information received by the PDMP is treated as protected health information* under the federal Health Insurance Portability and Accountability Act (HIPAA). The information shall only be accessed and utilized in accordance with the privacy and security provisions of HIPAA and the provisions of Section 195.600, RSMo. *Dispensation information and any individually identifiable patient information is confidential and not subject to public disclosure under chapter 610, RSMo.*
- The Joint Oversight Task Force may provide data for statistical, research, or educational purposes. This information may be shared with both public and private entities *after the removal of items that could be used to identify individual patients, prescribers, dispensers, or recipients of dispensations.*

Permitted Use of PDMP Data:

- Patient dispensation information *shall not be provided to local, state, or federal law enforcement or prosecutorial officials, both in-state and out-of-state, or any regulatory board, professional or otherwise,* for any purposes other than those set forth by HIPAA.
- Dispensation information submitted to the PDMP *will not be used by local, state, or federal authorities to prevent an individual from owning or obtaining a firearm.* Dispensation information *will not be used as the basis for probable cause to obtain an arrest or search warrant* as part of a criminal investigation.

Access to PDMP Data:

Q: Will providers in other states be able to view Missouri PDMP data?

ANSWER: NO. Interstate sharing of data is NOT ALLOWED under 195.600 RSMo.

Q: How long will prescription information remain in the PDMP?

ANSWER: Beginning on August 28, 2023, individual dispensation information will be maintained for a MAXIMUM of three years from the date of dispensation. After this three-year period, the information will be DELETED from the program.

Q: Can I request a report of my prescription history from the PDMP?

ANSWER: YES. Individuals will be able to request their specific dispensation information that has been reported to the PDMP.

Access to PDMP Data:



The Missouri Office of Administration shall provide technical, legal and administrative support services as required by the joint task force;

The Office of Administration SHALL NOT have access to dispensation information, or any other individually identifiable patient information submitted and retained under this section.



The Joint Oversight Task Force shall be considered a public body and shall be subject to the provisions of Chapter 610.



The patient dispensation information submitted to the PDMP shall only be utilized for the provision of health care services to the patient.

Prescribers, dispensers, and other health care providers shall be permitted to access a patient's dispensation information collected by the vendor in course of providing health care services to the patient.

New Role Restrictions implemented under the State PDMP

Due to differences between the St. Louis County PDMP ordinance and the Missouri PDMP statute, certain user roles available within the St. Louis County PDMP will no longer be recognized on December 13, 2023.

The following user roles **WILL NO LONGER HAVE ACCESS** to the new Missouri PDMP:

ATF	Corrections	DEA	Drug Court	FBI	FDA
HHS	Homeland Security	Law Enforcement	Local Police	Medicaid Fraud Units	Military Police
Multijurisdictional Task Force	OIG	Parole	Pharmacist Delegate – Unlicensed	Prescriber Delegate – Unlicensed	Probation
State Attorney General	State Criminal Justice Dept	State Police	US Attorney	State Prosecutor	Regulation Agent
Board of Dentistry Investigator	Board of Medicine Investigator	Board of Nursing Investigator	Board of Optometry Investigator	Board of Pharmacy Investigator	Board of Podiatry Investigator
	State Medicaid Program	Licensing Board Investigator	State Control Drug Agent		

For Additional Information:

The statute and the registration rule for the statewide PDMP are available at <https://pdmp.mo.gov>

Proposed Revisions to Bylaws (Proposed Eff. 1/1/24)



Current Bylaws

- Proposed November 2020
- Reviewed by Board with Counsel November 2020, revisions based on Board feedback
- Adopted January 2021

Why update:

- Law changes
- Efficiency
 - Board Efficiency
 - Use of Executive Committees
 - Hiring processes
- Conform with Best Practices

Timeline:

- 10/24/23 – Counsel sent 2-page detailed summary to all Board members with request for feedback or questions
- 11/30/23 – First reading; Presentation of Changes by Bylaw Committee and Counsel (Trustee questions to Counsel in executive session, per RSMo. 610.
- 12/21/23 – Proposed adoption
- 1/1/24 – Proposed Effective Date; upload to Dashboard

Changes Throughout

- Clarified “Executive” Director
- Changed “President” to “Chairperson” throughout
- Consistent statutory references

Section 1 - Organization

- Board hires Deputy Director(s)
- Moved “Purpose” into this section
- Excuse from meetings comes from Chair (not majority of Board)
- Adds social media participation as environment in which individual Trustee must utilize disclaimer
- Maintenance of Confidentiality – added adherence to the Personal Privacy Protection Act.

Section 1 - Organization

- Clarified Removal Power, to include Censure and Impeachment provisions, to add additional protections to Trustees that were not present prior to 2021 revisions:
 - Censure normally required first
 - Impeachment vote by majority, must include detailed Articles of Impeachment with supporting documents
 - Impeachment hearing within 10 days of issuance of Articles of Impeachment
 - Right to Counsel at own expense. Right to present evidence.
 - Impeachment hearing open to public and recorded.
 - Requires majority of all members, and all present members must vote

Section 1 - Organization

- Required State Filings – added, to include Financial Interest Statements
- Oath to be taken within 10 days of election
- Right to hire Executive Director, pursuant to negotiated contract terms
- Allows Executive Director to delegate certain tasks
- Expands duties of Chairperson to include preparation of rotation for Board member visits, purpose of such visits, agenda for same.

Section 1 – Organization

- Expands/outlines Trustee duties
 - Annual report of transactions to State Auditor
 - Prohibited transactions/conflict of interests
 - Prohibition on compensation for Board functions
 - Include statutory duties
 - Set tax rate
 - Right to Contract
 - Outlines relationship with Executive Director

Section 1 – Organization

- Expands/outlines Executive Director duties
 - Notates Executive Director duties which may be delegated to Deputy Director(s)
 - May hire and terminate non-Director-Level positions (NOTE – Suspensions)
 - Negotiate administrative contracts
 - Moves day-to-day operations and descriptions into this Section
 - Role in Strategic Planning
 - Content Expert
 - Serve as Public Health Representative
 - Approval of Expense accounts (Board has final approval)
 - Assemble reports
 - Defines role in defining scope of practiced of licensed health staff
 - Salary can be reduced if duties are reduced.

Section 1 – Organization

- Committees
 - Purpose defined
 - List of standing and special committees
 - Trustee attendance at meetings (limit attendance to committee members so as to not inadvertently create Board meeting)
 - Differentiation between Board vs Executive Committees

Section 2 - Meetings

- Continued commitment to video record and upload open meetings, even though not required by State law
- Incorporation of policy re multiple readings of non-emergency resolutions, even though not required by State law
- Clarification on exemption for privileged communications with Counsel, consistent with Sunshine Law
- Updated Order of meetings
- Included provision for placing items on agenda (current practice)
- Clarification of “confidential” documents in packet

Section 3 - Fiscal

- Updated expenditure limits
- Grant applications of \$100K and higher (aggregate) must be reviewed and approved by Board

Section 4 – Operations and Administration

- Moved Executive Director duties into Section 1
- Clarified hiring process for non-director-level and director-level employees
- Incorporation of anti-harassment and anti-discrimination ordinance and anti-bullying policies, which is current expectation, but this revision makes it clear that, as the employing body, its members are expected to adhere to same



Jefferson
County
Health

DEPARTMENT