

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**405 Main Street, Hillsboro, MO 63050**  
**October 22, 2020**

**CALL TO ORDER**

Chairman Diehl called the annual meeting of the Board of Trustees of the Jefferson County Health Department to order at 3:03pm .

**ROLL CALL**

- Dennis Diehl, Chairman - Present
- Dr. Amber Henry, Vice-Chairman – Present
- James Prater, Secretary-Treasurer – Present
- Tim Figg, Member – Present
- Susan (Suzy) Davis, Member – Present

**OTHERS ATTENDING** (x indicates present)

- Kelley Vollmar, Director
- Richard Tufts, Assistant Director
- Steve Sikes, Operations Manager
- Jennifer Pinkley, Admin. Services Mgr.
- Steve Heinle, IT Manager
- Christi Coleman, Sandberg Phoenix
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Others in attendance:

**APPROVAL OF AGENDA**

Mr. Figg moved to amend the agenda by removing the second item under New Business (Approval of Real Estate Purchase Agreement between Compass Box Holdings, LLC and JCHD), and adding a fourth item under Closed Session 610.021(1) and 610.021 (2) : Privileged Conversation with Legal Counsel Regarding the Purchase of Real Estate. Dr. Henry seconded the motion. Mrs. Davis objected to the changes, and then rescinded her objections when it was clarified nothing new was being added

to the agenda, instead an item was being moved to closed session because it needed further discussion with counsel. Chairman Diehl put the motion to vote. The motion carried; and Chairman Diehl announce the motion passed and the amends to the agenda were approved.

Mr. Pigg made a motion to approve the amended agenda. Mr. Prater seconded. Motion carried Chairman Diehl announced the motion had passed and the amended agenda was approved.

#### **September 24, 2020 TAX RATE MINUTES**

Dr. Henry made a motion to approve the 9/24/2020 Tax Rate Minutes. Mr. Prater seconded. Motion carried Chairman Diehl announced the motion had passed and the minutes were approved.

#### **October 15, 2020 SPECIAL MEETING MINUTES**

Mr. Prater made a motion to approve the 10/15/2020 Special Meeting Minutes. Dr. Henry seconded. Motion carried Chairman Diehl announced the motion had passed and the minutes were approved.

#### **September 2020 EXPENDITURES**

Mr. Prater motioned to approve the September 2020 expenditures for \$250,678.23. Dr. Henry seconded. Motion carried unanimously and Chairman Diehl announced the motion had passed.

#### **September 2020 APPROVAL ELECTRONIC PAYMENTS**

Mr. Prater motioned to approve the electronic payments for September 2020 for \$426,406.39. Dr. Henry seconded. Motion carried unanimously and Chairman Diehl announced the motion had passed.

#### **November 2020 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for November 2020 presented to the board with an estimated amount of \$489,608.25. Mr. Prater motioned to pre-approve the November 2020 Electronic Payments. Dr. Henry seconded. Mrs. Davis asked about the itemized expenditures for the Cares funding that she previously requested, to which Chairman Diehl, Mrs. Vollmar, and Mr. Pigg reported it had been emailed to the board members prior to this meeting. Mrs. Davis asked if the marquee was listed on the itemized expenditures. Dr. Henry called point of order on the relevance of this information for the November pre-approval of electronic payments. Mrs. Vollmar and Mrs. Pinkley provided clarification that the marquee information was part of the October expenditures which had already been provided prior to the meeting. Motion carried unanimously and Chairman Diehl announced the motion had passed. Chairman Diehl put the motion to pre-approve the November 2020 electronic

payments to vote. The motion carried unanimously, and Chairman Diehl announced the motion to approve had passed.

### **DIRECTORS REPORT – KELLEY VOLLMAR**

Mrs. Vollmar provided the following information:

- The Missouri Public Health Foundational Services Model defines what public health's role is. It is based upon the federal level's Public Health Accreditation Board standards.
  - Public health is about treating entire populations rather than individual people, which is what doctors do.
  - The strategies that are used and the work that is done in public health is to impact a larger population's long-term well-being.
  - This includes the skill set of communicable disease control (which has prepared us for the work we are doing in response to COVID-19), environmental public health (e.g. restaurant inspections, vector control, and water testing) maternal, child and family health (e.g. wellness exams, immunizations, and family planning), injury prevention (e.g. drug prevention, suicide awareness, mental health services, bike helmets, and car seats), linkages to medical, behavioral, and community resources (connecting people to the services they need and helping them access the resources available to them, such as the mammogram van and mental health services), and chronic disease prevention (e.g. the healthy living campaigns encouraging nutrition and exercise, and the anti-tobacco campaigns).
  - There are several ways in which we can help protect the public, one of which is assessment and surveillance (e.g. monitoring the COVID-19, flu, and chronic disease rates within our community, and the hospitalization rates so the Emergency Management Team can make plans prior to major issues arising).
- The St. Louis Post-Dispatch's frontpage headline on October 21, 2020 was, "Hospitalizations Again on the Rise Concern grows about overtaxed health workers, quality of care."
  - This article highlights what Dr. Garza from the St. Louis Metropolitan Pandemic Taskforce has described as "a perfect storm," in terms of the increase in positive cases, the hospitals in the outer areas are becoming overloaded and redirecting patients to the St. Louis area hospitals, there's an influx of staff issues (e.g. they are being quarantined, getting community acquired illness, and the patient-staff ratio is becoming imbalanced which impacts the quality of patient care). Additionally, we are in the first week or so of the flu season. At this time, the hospital staff are keeping up; however, they are being stretched thin. The concern is the numbers they are seeing now are comparative to the beginning when COVID-19 first began impacting us, and if left unchecked this may

lead to the hospitals not being able to keep up with the community's needs.

- The St. Louis Metropolitan Pandemic Task Force status indicator report card details the following:
  - COVID-19 bed capacity
  - New daily admissions
  - Weekly changes in reported new cases
  - The prevalence of reported cases per 1,000
  - The Re number which measures the transmission by estimating how many people on average one case is infecting to reflect the spread of the virus.
  - The positivity rate
  - All of these indicators are either in the orange or significantly in the red level.
- Mrs. Davis requested the floor to refute the information Mrs. Vollmar presented. Chairman Diehl clarified the information was what the St. Louis Post-Dispatch reported. Mrs. Davis stated this was inaccurate information and provided her interpretation of the data found on the St. Louis Metropolitan Pandemic Taskforce's website. Mr. Pigg requested the board recognize Mrs. Davis' disagreement with this portion of the Director's report and that they continue with the agenda.

## **OLD BUSINESS**

## **NEW BUSINESS**

### **Approval of Contact Tracing Contract between Maximus Federal Services Inc. and JCHC**

Mrs. Vollmar provided information and requested the board's approval of the contact tracing contract between Maximus Federal Services, Inc. and JCHC.

- Mrs. Vollmar reflected on previous board discussions regarding JCHC's need of assistance to keep up with the contact tracing (which she clarified the term "contact tracing" was being used broadly to include everything from the initial investigation to the person(s) release from quarantine/monitoring).
- It was noted the approximation of 60 out of 80 staff members have been pulled from the regular responsibilities to assist with the agency's COVID-19 response.
- With the severe increase in caseload staff is unable to keep up with the number of people that need to be contacted within the 24-48-hour timeline that is mandated by the state. This in turn puts us behind in contacting those who have potentially been exposed, meaning those exposed may be unknowingly spreading the virus in the community because they have not been notified they need to quarantine.

- Maximus Federal Services, Inc. was recommended by several of the other LPHAs that we contacted. Maximus Federal Services, Inc. is already doing the type of work that we are needing.
- JCHC went through the state's procurement process. The state already completed the bidding process and approved Maximus Federal Services, Inc. The bid that has been presented to the board is the state approved vendor rate for LPHAs. LPHAs are allowed to contract with companies already contracted with the state. This also allows the LPHAs to use the states' GSA rates. This means JCHC does not have to go through the bidding process since Maximus Federal Services, Inc has already been approved by the state.
- The contract was written to cover a three-month span for 30 investigators and 15 contact tracers per day, with the intent to help us get caught up with case investigations and tracing. This would be paid for using CARES funding.
- At the end of December, the board would have to decide if they wanted to continue with this contract based on the community and agency's need and the availability of funding (which by then JCHC should have more knowledge of whether additional CARES funding will be available).

Mrs. Vollmar placed before the board a request to contract with Maximus Federal Services, Inc. for the period of October 22, 2020 to December 31, 2020. Mr. Pigg asked what the estimated cost would be, to which Mr. Prater noted where it was listed in the contract. Chairman Diehl noted that since this is going through the state's contract JCHC is getting the best price there is and will not be required to go through a bidding process of their own. Mrs. Vollmar clarified by expanding the agency's capacity this way, JCHC staff will be able to return to their regular responsibilities. This in turn will allow for JCHC to reopen services to the public. Mrs. Vollmar clarified that regular services were still being provided; however, at a reduced/limited capacity. Mr. Pigg asked how many of JCHC's staff had deferred taking time off. To which Mrs. Vollmar reported all of staff have.

Chairman Diehl asked if there was a motion. Mrs. Davis requested further discussion to which Chairman Diehl stated there had to be a motion and a second before there could be a discussion on the topic. Mrs. Davis motioned to have a discussion, to which she was told per Robert's Rules of Order a motion had to be made regarding the contract before it could be discussed. Mr. Prater moved to approve the contract with Maximus Federal Services, Inc. for the period of October 22, 2020 to December 30, 2020. Dr. Henry seconded the motion. Chairman Diehl then opened the floor for discussion. Mrs. Davis refuted the information Mrs. Vollmar provided earlier regarding the newspaper article and St. Louis Metropolitan Pandemic Taskforce. Chairman Diehl stated this had already been discussed and was not relevant to approving the contract. Mrs. Davis stated it was relevant to the contract and asked how much this would cost. Mrs. Vollmar asked for and was granted the floor by Chairman Diehl. Mrs. Vollmar requested that information be provided to and vetted for accuracy by the

board prior to it being discussed during the meeting; and the vetted information be provided to the community at the end of this meeting. She noted the White House taskforce has Jefferson County listed as red, to which Mrs. Davis denied. Additionally, Mrs. Vollmar asked that the board take into consideration “we have significantly extended our agency resources beyond our capacity to be able to assist.” Mrs. Vollmar, noted that in previous conversations Mrs. Davis had requested that the agency return to normal business operations and restore regular services to the public, and that Mrs. Davis stated she would be in full support of contracting with another agency in order for that to happen. Mrs. Davis requested information about how much the contracted services would cost. Mrs. Vollmar provided clarification that the cost outlined in the contract was for 3 months of service totaling \$1.6 million; however, the contract, if approved, would cover from October 22, 2020 to December 30, 2020, essentially 2 months instead of 3, making the cost less than \$1.6 million. Mrs. Davis provided her argument for why it was not necessary to approve the contract to which Chairman Diehl provided an opposing argument. Mr. Prater called point of order, “that there is a Department of Health and Senior Services order that contract tracing must be done on infected patients between the ages of 3 and 21.” Chairman Diehl limited the discussion and reminded the board that a motion to approve the contract with Maximus Federal Services, Inc. for the period of October 22, 2020 to December 30, 2020 was on the floor. Mrs. Davis called a point of order requesting additional time to present her argument and refute the previously discussed information. Chairman Diehl noted that she disagreed with the need for the contract and the data on which it was based, and then put the motion to vote. The motion carried four to one, with Mrs. Davis casting the dissenting vote. Chairman Diehl announced the motion had passed.

#### **November and December Board Meeting Dates**

Mrs. Pinkley reported that the standing dates for the board meetings in November 2020 and December 2020 fall on holidays and proposed the meetings be moved to Monday, November 23<sup>rd</sup> at 3:00pm and Monday December 21<sup>st</sup> at 3pm. Mr. Pigg moved to approve changing the November 26<sup>th</sup> meeting to November 23, 2020, 3:00pm and the December 24<sup>th</sup> meeting to December 21, 2020, 3:00pm. Mr. Prater seconded. Motion carried unanimously and Chairman Diehl announced the motion had passed.

Mrs. Davis requested revisiting the contract discussion and explained her reasoning as to why it was necessary. Chairman Diehl stated that the contract was time sensitive and the board had put off moving forward on this long enough. Mr. Prater called point of order that this was not on the agenda.

#### **CLOSED SESSION 610.021 (1), 610.021 (2), 610.021 (3), 610.021 (13)**

Mr. Pigg motioned to approve going into a closed session pursuant to the statutes 610.021 (1), 610.021 (2), 610.021(3) and 610.021 (13). Dr. Henry seconded. A roll call vote was taken:

Chairman Diehl: Aye  
Dr. Henry: Aye  
Mr. Prater: Aye  
Mr. Pigg: Aye  
Mrs. Davis: Aye

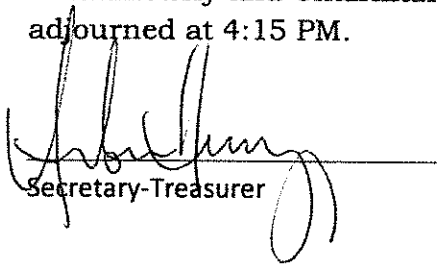
The motion carried unanimously and Chairman Diehl announced the motion had passed.

Mr. Heinle noted the livestream would end until the board was finished with the closed session, and then he would resume the livestream.

Nothing to report from Closed Session.

**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 4:15 PM.

  
Secretary-Treasurer