

JEFFERSON COUNTY HEALTH DEPARTMENT
405 Main Street, Hillsboro, MO 63050
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October 26, 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 – 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 Firl, Comptroller Melissa Parmeley, Clinical Services Manager
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APPROVAL OF AGENDA

Mr. Diehl made a motion to remove item number one under new business. Ms. Davis seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Ms. Davis made a motion to move item number 3 under new business after Approval of Minutes and Expenditures. Ms. Stidem seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Ms. Davis 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.

Approval of August 24, 2023, Meeting Minutes

Ms. Stidem motioned to approve the August 24, 2023, meeting minutes. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Approval of September 28, 2023, Tax Rate Meeting Minutes

Mr. Diehl motioned to approve the September 28, 2023, Tax Rate meeting minutes. Ms. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Approval of September 28, 2023, Meeting Minutes

Ms. Stidem motioned to approve the September 28, 2023, meeting minutes. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

September 2023 APPROVAL EXPENDITURES

Mr. Diehl motioned to approve the September 2023 expenditures of \$284,500.96. Ms. Stidem seconded. Ms. Davis questioned the bills for the Architect, ASPEN, and legal fees, she states we have spent a lot of money on ASPEN and legal fees.

Ms. Vollmar states that all of ASPEN has been grant funded.

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

September 2023 APPROVAL ELECTRONIC PAYMENTS

Ms. Davis motioned to approve the electronic payments for September 2023 of \$509,148.11. Ms. Stidem seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

October 2023 PRE-APPROVAL ELECTRONIC PAYMENTS

The list of vendors for pre-approved electronic payments for October 2023 was presented to the board with an estimated amount of \$602,365.52. Mr. Diehl motioned to pre-approve the October 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

Providing flu vaccinations is a core service that our health department provides to the community. We pride ourselves on making public services easily accessible by finding new

ways to reach our populations who need them most. During the past few years, JCHD has utilized clinical community outreach teams to reduce the transportation barriers to annual immunizations. JCHD utilized our sprinter vans to provide annual flu vaccines to homebound patients, at multiple community clinics throughout the four corners of the county, as well as provide on site school clinics at six local participating districts for students and staff.

Update on Robinson Case –The Missouri Supreme Court sent the Robinson case back to Cole County with instructions to vacate the judgment and rehear the case, with the Counties as parties. Plaintiffs (via their counsel, Kim Mathis) voluntarily dismissed the case against DHSS and the Counties on October 6, prior to the Cole County Court issuing an amended judgment. This dismissal, by law, deprives the Court of jurisdiction to hear the allegations of the case as filed by the Plaintiffs. The effect should be that all regulations that were initially struck by the Judgment are automatically reinstated. However, in a unique move, the Attorney General’s (AG) office, acting as counsel for MO Department of Health and Senior Services, filed a motion seeking to ensure that the regulations struck by the Court in its initial judgment were not reinstated. The Counties have filed a response to this Motion. As of today, the Court has not ruled on the AG’s motion.

Jefferson County Health Department was notified on September 26, 2023, that the Missouri Institute for Community Health (MICH) awarded full accreditation to the agency. MICH board member Bert Malone stated, “The Board of the Missouri Institute for Community Health (MICH) is proud to award this certification to the JCHD and to assure the residents of Jefferson County that they are served by an agency that meets or exceeds all the quality standards for local health departments.” JCHD has been a MICH accredited agency since June 2006.

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

The JCHD Mobile Team attended the Annual Mobile Healthcare Conference in Pittsburgh in September and presented a poster at the conference. The poster highlighted how mobile clinics can create models of sustainability while also coordinating with the community to improve community health.

The agency received the contract for Improving Oral Health School-Based Sealant and Education Program that started on September 1, 2023 and goes through August 31, 2024 in amount of \$18,400.00. The purpose of this contract and project is to promote and provide education and outreach for the importance of dental sealants and services in Jefferson County via a school-bases dental sealant program to high-risk children and to collect data for integration into the electronic medical report.

Communications Report – Ms. Brianne Zwiener, Health Communications Manager

Project Homeless Connect Event was held at the Peace Pantry in Cedar Hill. JCHD team members helped to organize the event and coordinate all the services and vendors who attended. Several team members worked at the event including providing services and education, helped attendees navigate the event, and gather essential resources.

The Community Awareness Survey was launched in line with grant deliverable for funding sources. The survey is focused on what the community knows about substance use in the community, possible stigma surrounding the issue, and best ways to educate the community about substance use, overdose, and the resources available.

OLD BUSINESS

None.

NEW BUSINESS

Approval of Preliminary 2024 JCHC Budget

Mr. Diehl made a motion to approve the Preliminary 2024 JCHC Budget. Ms. Stidem seconded. Ms. Firle explained in the packet the Board was provided with a preliminary 2024 budget and also a drill down budget which has line items of how we came up with the dollar amounts. Chairperson Pigg asked if we had penciled in dollars for our new building, Ms. Firle stated yes, it is capital project fund.

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

Presentation from Building Committee on General Contractor bids and Act on Building Committee recommendation to approve General Contractor

Mr. Jim Huber presented on the general contractors, he explained that we received five bids and the committee decided to interview the three low bidders of the project. The committee went through each of the bids and Mr. Huber sent a list of twenty-five questions to each prior to the meeting so they were prepared for the presentation. Discussion held on the general contractors. The recommendation of the committee is to award the contract to Brockmiller Construction.

Ms. Davis made a motion for the Board to give the Chairperson and Secretary authorization to award the contract to Brockmiller Construction pending approval. Ms. Stidem seconded.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, aye Ms. Davis, aye.

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

Act on recommendation to allow the Building Committee to act as the signatory for Change Orders on new building project.

Chairperson tabled until special meeting.

First reading of Ordinance Prohibiting Harassment and Discrimination

Mr. Diehl made a motion for the first reading of the Ordinance Prohibiting Harassment and Discrimination. Ms. Stidem seconded. Ms. Davis motioned that the Ordinance be tabled, Chairperson Pigg stated that this is the first reading then there will be discussion it will not be passed until after the second reading at the next regular business meeting.

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

Dissemination of Draft summary of proposed Bylaw Revisions (proposed revisions to be discussed at November 2023 meeting in closed session with Counsel.)

Ms. Coleman stated that she disseminated the proposed changes to the bylaws to the board members and at the November 2023 meeting she will discuss the proposed changes and if there needs to be any discussion the Board will go into closed session as it would be attorney client privileged communication. Ms. Davis stated that the Bylaw changes needs to be in full view of the public and does not need to be in closed session. Ms. Coleman explained the reason for going into a closed session, Ms. Davis disagreed, and Chairperson Pigg called Ms. Davis out of order at 5:14. Chairperson Pigg explained that the first reading will be in November.

Entertain topics for next agenda by Trustees.

None.

PUBLIC COMMENTS

None.

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

Chairperson Pigg—Aye

Mr. Diehl— Aye

Ms. Davis— Aye

Ms. Stidem— Aye

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

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

Chairperson Pigg—Aye

Mr. Diehl— Aye

Ms. Davis— Aye

Ms. Stidem— Aye

Nothing to report from closed session.

ADJOURN

Mr. Diehl motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 5:52 pm.


Secretary-Treasurer