

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**1515 Peach Tree Plaza Ct., Hillsboro, MO 63050**  
**LIVE BROADCAST AVAILABLE VIA – YouTube**  
**@<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>**  
**December 29, 2025**

**CALL TO ORDER**

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

**ROLL CALL**

Tim Pigg, Chairperson - Present

Dr. Amber Henry, Vice-Chairperson – Present

Tammy Stidem, Secretary-Treasurer – Present

Dennis Diehl, Member – Present

Valerie Brown Taylor, Member – Present

**OTHERS ATTENDING**

Steve Sikes, Executive Director

Jeana Vidacak, Community Services Manager

Christi Coleman, Legal Counsel

Others in attendance:

Kristin Firle, Comptroller

## **APPROVAL OF AGENDA**

Dr. Henry made a motion to approve the agenda. Mrs. Taylor seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

## **WELCOME OF GUESTS**

No guests in attendance

## **Approval of September 16, 2025, Tax Rate Meeting Minutes**

Mrs. Taylor made a motion to approve the minutes from the September 16, 2025, Tax Rate meeting. Dr. Henry seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

## **Approval of October 23, 2025, Meeting Minutes**

Dr. Henry made a motion to approve the minutes from the October 23, 2025, meeting. Mrs. Taylor seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

## **Approval of December 1, 2025, Meeting Minutes**

Dr. Henry made a motion to approve the minutes from the December 1, 2025, meeting. Mrs. Taylor seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

## **November 2025 APPROVAL EXPENDITURES**

Mrs. Taylor motioned to approve the November 2025 expenditure of \$105,089.06. Mr. Diehl seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

## **November 2025 APPROVAL ELECTRONIC PAYMENTS**

Mrs. Taylor motioned to approve the electronic payments for November 2025 of \$488,525.67. Dr. Henry seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

## **January 2026 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for January 2026 was presented to the board with an estimated amount of \$632,363.00. Mr. Diehl motioned to pre-approve the January 2026 Electronic Payments. Mrs. Taylor seconded. Hearing no discussion. Motion carried and Chairperson Pigg announced the motion had passed.

## **Public Health Report**

Director's Report – Mr. Steve Sikes, Executive Director

Opioid Settlement Funds - County Executive Dennis Gannon has assembled a task force of county partners to work on settlement allocations, including Mr. Sikes. Warren Robinson,

Director of the Office of Emergency Management, will chair the group. Their initial meeting was on December 5, 2025, and they will continue to meet monthly. This was an initial meeting to discuss the utilization of approximately \$5 million in restricted funds. There is approximately \$1 million in unrestricted funds.

2025 Governmental Public Health Summit-Briane Zwiener, Health Communications Manager, Jeana Vidacak, Community Services Manager, and I participated in the summit as speakers. We were stationed at a table for attendees to sit in on our presentation, "Incident Command System and Bringing ICS Structure into Everyday Work". There was a good turnout, and a lot of questions were asked.

Rural Health Transformation Program-The Missouri Department of Social Services (DSS) applied for funding from a \$50 billion federal investment designed to reshape healthcare in rural communities. This is a 5-year program for which we may be eligible to apply to DSS for funding in the future. It is estimated that Missouri could be awarded up to \$200 million a year.

Missouri Public Health Institute Feasibility Survey-There is a survey to see the feasibility of creating a Missouri Association of Local Boards of Health. There is a national association.

#### Program Reports

Community Services Report-Chairperson Pigg asked if the increase in animal bites was related to wild animals. Jeana Vidacak, Community Services Manager, stated that it is predominantly domestic animals. Mrs. Vidacak followed up with an address of an error in her report. The COVID-19 graph in the report is a duplication of the Influenza graph. Chairperson Pigg requested that the correction be made to the report prior to posting it online.

#### **PUBLIC COMMENTS**

None

#### **OLD BUSINESS**

No Old Business

#### **CLOSED SESSION**

Dr. Henry made a motion to go into closed session, stating Sunshine Law Statute 610.021 sections 1 and 14. Mrs. Stidem seconded the motion.

Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg, Aye; Dr. Henry, Aye; Mrs. Stidem, Aye; Mr. Diehl, Aye; Mrs. Taylor, Aye;

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

Mrs. Taylor made a motion to go into open session. Mrs. Stidem seconded the motion. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg, Aye; Dr. Henry, Aye; Mrs. Stidem, Aye; Mr. Diehl, Aye; Mrs. Taylor, Aye;

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

Nothing to report from Closed Session.

Mr. Diehl left the meeting at 5:05 pm.

## **NEW BUSINESS**

### Approval of 4<sup>th</sup> Quarter 2025 Budget Revision

Dr. Henry made a motion to approve the 4<sup>th</sup> Quarter 2025 Budget Revision. Mrs. Stidem seconded the motion.

Kristin Firle, Comptroller, discussed the following revisions:

- Adding new building expense charges to the loan in 2025, which is approximately \$1.3 million to the non-operating expense with revenue offset
- Unforeseen legal expenses of \$100,000.00 and Marketing expenses of \$14,500.00 with revenue offset.
- Reclassifying lease building payment of \$750,000.00 from capital expenditures to building rent and lease category.

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

### Approval of Program Support II Position

Dr. Henry made a motion to approve the Program Support II Position. Mrs. Stidem seconded the motion.

Mr. Sikes explained that this position should have been added last year during other changes. There is a Program Support I position now. This position would increase their responsibilities and promote them to the next pay grade. There are other positions that utilize the I, II, and III levels.

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

### Approval of JCHD 2026 Employee Performance Raises

Dr. Henry made a motion to approve the JCHD 2026 Employee Performance Raises to not exceed the budgeted amount of \$183,920. Mrs. Taylor seconded the motion.

Chairperson Pigg stated that the increases are based on evaluations and that the budgeted amount includes both salaries and benefits.

Hearing no further discussion Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg, Aye; Dr. Henry, Aye; Mrs. Stidem, Aye; Mr. Diehl, absent; Mrs. Taylor, Aye;

Chairperson Pigg announced that the motion had passed.

#### Approval of the 2026 JCHD Budget

Mrs. Taylor made a motion to approve the 2026 JCHD Budget. Mrs. Stidem seconded the motion.

Kristin Firle, Comptroller, explained that the changes from the preliminary budget approved in October to the current budget are as follows:

- Increased federal contracts revenue of approximately \$75000.00 due to the year-one carryover.
- Increased program fee revenue by approximately \$36,000.00 due to increased food and beverage permit fees.
- Reduced interest and investment income and carryover by approximately \$528,000.00 due to reduced expenditures of:
  - Salaries and benefits at %554,000.00 due to health, vision, and dental insurance premiums coming in lower than the budget
  - Not filling vacant positions during the 2026 1<sup>st</sup> Quarter
- Proposed 2026 budget is \$8,937,984.00

Hearing no further discussion, Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg, Aye; Dr. Henry, Aye; Mrs. Stidem, Aye; Mr. Diehl, absent; Mrs. Taylor, Aye;

Chairperson Pigg announced that the motion had passed.

#### Act on Personnel Committee Recommendations for Executive Director 2026 Performance Raise

Dr. Henry made a motion to approve the Executive Director to receive a full paygrade step increase. Mrs. Taylor seconded the motion.

Chairperson Pigg states that the 1-step increase is approximately a 4.7% increase.

Hearing no further discussion, Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg, Aye; Dr. Henry, Aye; Mrs. Stidem, Aye; Mr. Diehl, absent; Mrs. Taylor, Aye;

Chairperson Pigg announced that the motion had passed

CDC and FDA updates

Mr. Sikes stated there are no updates.

Entertain topics for next agenda by Trustees (limit to three topics, requires a second to place item on next agenda)

None

Mr. Sikes thanked staff for stepping in today while we were shorthanded and for all the work that went into finalizing the budget.

**ADJOURN**

Mrs. Stidem motioned to adjourn the meeting. Mrs. Taylor seconded. Motion carried unanimously, and Chairperson Pigg announced the motion had passed. The meeting adjourned at 5:20 pm.

 Chairperson 1/22/2026

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Secretary-Treasurer