

**JEFFERSON COUNTY HEALTH DEPARTMENT**  
**1515 Peach Tree Plaza Ct., Hillsboro, MO 63050**  
**LIVE BROADCAST AVAILABLE VIA – YouTube**  
**@<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>**  
**January 22, 2026**

**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 – Absent
- 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  
Melissa Parmeley, Clinical Services Manager  
Brianna Zwiener, Health Communications Manager  
Steve Ferry, IT Manager  
Katie Villmer-Beck, Office Support Supervisor

## **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**

Alan Leaderbrand and Teresa Inserra (Leader Publications)

## **Approval of December 29, 2025, Meeting Minutes**

Mrs. Taylor made a motion to approve the minutes from the December 29, 2025, meeting. Dr. Henry seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed

## **December 2025 APPROVAL EXPENDITURES**

Dr. Henry moved to approve the December 2025 expenditure of \$159,950.14. Mr. Diehl seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

## **December 2025 APPROVAL ELECTRONIC PAYMENTS**

Mr. Diehl moved to approve the electronic payments for December 2025 of \$485,303.91. Dr. Henry seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

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

The list of vendors for pre-approved electronic payments for February 2026 was presented to the board with an estimated amount of \$610,463.00. Mrs. Taylor moved to pre-approve the February 2026 Electronic Payments. Mr. Diehl 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

Update from the Governor's State of the State Address—There is a possibility of a \$600 million reduction to the 2027 fiscal budget. This budget reduction could have a direct impact on the CORE Public Health funding we receive, estimating a \$3.8 million reduction to LPHAs. JCHD will continue to educate and advocate for public health services. Multiple staff will attend MOCPHE's Capital Day on March 10, 2026. This event was planned prior to the State of the State Address.

Rural Health Transformation Grant- Missouri received \$216 million of the \$50 billion federal grant. The grant was awarded to the MO Department of Social Services; it is still unclear what role JCHD will have in the deliverables and what opportunities we will have to request funding for agency programs.

2026 Food and Beverage Permit Renewal Season - Mr. Sikes updated the group that the 2026 Food and Beverage Permit renewal season is coming to an end. All permitted facilities were emailed renewal letters in November and December. Any facilities that had not completed their renewals were charged a \$75.00 late fee. Any facility without a current permit as of February 3, 2026, will be closed. The 2026 renewals reflect the fee increases approved at the end of 2025. There have been few complaints about the fee increase. As of this meeting, 41 facilities have expired permits; some are seasonal facilities that are not currently operating.

Blood Drive: Impact Life will host a blood drive at the Hillsboro Office on January 29, 2026.

Program Reports - No questions

### **PUBLIC COMMENTS**

None

### **OLD BUSINESS**

No Old Business

### **NEW BUSINESS**

Act on recommendation to Change the Dates of the JCHD Board of Trustees Monthly Meeting  
Dr. Henry made a motion to act on the recommendation to change the dates of the JCHD Board of Trustees' monthly meeting. Mr. Diehl seconded the motion.

Mr. Sikes explained that the 4<sup>th</sup> Thursday of the month at 4:00 pm does not always allow program departments to complete their reports accurately for the full month, and that adding consistency to the calendar would help. Five months of the year have an additional week/Thursday. The time will remain at 4:00 pm. There was a 2017 resolution that set the meeting for Thursday at 3:00 pm; in 2022, it was changed to 4:00 pm. The change would start immediately.

Ms. Coleman advised to change the motion language to include "rescinding the original resolution"

Dr. Henry made a motion to rescind the former date and adopt the recommended policy to move the Board of Trustees' regular monthly meeting to the last Thursday of the month at 4:00 pm. Mrs. Taylor seconded the motion.

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

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

Chairperson Pigg announced that the motion had passed.

Act on recommendation to Amend JFCAC WIC Lease

Dr. Henry made a motion to act on the recommendation to amend the JFCAC WIC lease. Mr. Diehl seconded the motion.

Mr. Sikes explained that JFCAC is currently discussing the possibility of utilizing a new location for services to better fit their needs. To accommodate this, he is requesting that the lease be amended to a 30-day notice to vacate. JFCAC WIC will give JCHD at least 30 days' notice of discontinuation, allowing them to stay until the end of that month. There is no significant budget impact if JFCAC WIC were to stop renting our facility.

Mrs. Taylor made a motion to act on the recommendation to amend the JFCAC WIC lease to a 30-day out clause to the current lease. Dr. Henry seconded the motion.

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

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

Chairperson Pigg announced that the motion had passed.

Act on recommendation to Approve Grant Application for Jefferson Foundation

Mrs. Taylor made a motion to act on the recommendation to approve the grant application for the Jefferson Foundation. Mr. Diehl seconded the motion.

Mr. Sikes stated that per agency by-laws, any grant or contract submitted over \$100,000.00 annually must be approved by the JCHD Board of Trustees. This is a grant we regularly receive, which helps uninsured and underinsured residents. The focus is on access to care and prevention for residents who cannot afford services to receive them for little to no cost.

Katie Villmer-Beck spoke and provided some statistics from the current 24/25 grant cycle:

- JCHD provided over 2600 services totaling almost \$80,000.00
  - This includes laboratory screenings and dental care
- This contract allows us to provide dental care for children at a flat fee of \$75.00 for those who are uninsured or underinsured.
- Mobile Wellness visits are a \$30.00 flat fee
- Project Life Saver transmitter bracelets and batteries. This allows the sheriff's office to track/find residents who wander and cannot find their way home.
  - Example: Alzheimer's or autistic residents
  - Approximate cost per person for one year is \$450.00
- Prescription medication lock boxes
- Hygiene kits to be placed in "blessing bags" across the county at no cost to residents
- The maximum request is \$250,000.00, JCHD typically receives \$175,000.00

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

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

Chairperson Pigg announced that the motion had passed.

CDC and FDA updates:

Mr. Sikes asked Melissa Parmeley, Clinical Services Manager, to speak on the recent changes to CDC pediatric vaccine recommendations.

Mrs. Parmeley spoke about the changes released on January 5, 2026, from the US Department of Health and Human Services.

- The changes included separating recommendations into three categories: Immunizations Recommended for all Children, Immunizations Recommended for Certain High-Risk Groups or Populations, and Immunizations Based on Shared Clinical Decision-Making.
- It is important to note that currently, the Missouri Department of Health and Senior Services has not changed the requirements for children to attend K-12 public schools for the 25/26 and 26/27 school years.
- Shared Clinical Decision Making-
  - JCHD Standing Orders addresses Shared Clinical Decisions for all immunizations.
  - This is standard at JCHD. Before preparing vaccinations, our clinical staff discusses medical history, immunization package inserts, current vaccination status, and manufacturers' recommendations with the patient or guardian. JCHD can only administer the vaccine per the manufacturer's guidance. After this two-way conversation, if agreed, the clinical staff will prepare for the immunization. This practice allows for the patient or guardian to make informed decisions without the pressure of staff having a vaccine ready and, in the room, as well as allows the agency to not waste doses
- Health Insurance companies have stated they intend to fund immunizations that are listed in the three categories.

Entertain topics for next agenda by Trustees (limit to three topics, requires a second to place item on next agenda) - None

### **CLOSED SESSION**

Mr. Diehl made a motion to go into closed session, stating Sunshine Law Statute 610.021 sections 1 and 14. Mrs. Taylor seconded the motion.

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

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

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

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

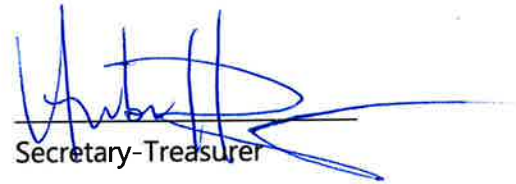
Chairperson Pigg, Aye; Dr. Henry, Aye; Mr. Diehl, Aye; Mrs. Taylor, Aye;

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

Nothing to report from Closed Session.

**ADJOURN**

Dr. Henry motioned to adjourn the meeting. Mr. Diehl seconded. Motion carried unanimously, and Chairperson Pigg announced the motion had passed. The meeting adjourned at 4:38 pm.

  
Secretary-Treasurer