

Jefferson County Health Department

Board Meeting Minutes- April 30, 2026

1515 Peach Tree Plaza Ct., Hillsboro, MO 63050

LIVE Broadcast Available VIA YouTube @jeffersoncountyhealthdepar4619

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 – Absent (excused)

Tammy Stidem, Secretary-Treasurer – Absent (excused)

Dennis Diehl, Member - Present

Valerie Brown Taylor, Member – Present

Others Attending

Steve Sikes, Executive Director

Brianne Zwiener, Health Communications Manager

Christi Coleman, Legal Counsel

Kristin Firle, Comptroller

Melissa Parmeley, Clinical Services Manager

Steve Ferry, IT Manager

Steve Crawford, Operations Manager

Scott Darrough, Environmental Vector Coordinator

Moment of Silence

Mr. Pigg requested a moment of silence in observance of the death of former JCHC Director Doug Dodson. Mr. Diehl provided a short commentary on Mr. Dodson's work and impact on public health in the county.

Approval of Agenda

Mr. Diehl made a motion to approve the agenda. Ms. Taylor seconded. Hearing no discussion, the motion carried, and Mr. Pigg announced the motion had passed.

Welcome of Guests

Teresa Inserra (Leader Publications)

Approval of Minutes and Expenditures

Approval of March 26, 2026, Meeting Minutes

Mr. Diehl moved to approve the March 26, 2026, meeting minutes as written. Ms. Taylor seconded. Hearing no discussion, the motion carried, and Mr. Pigg announced the motion had passed.

Approval of March 2026 Expenditures

Ms. Taylor moved to approve the March 2026 expenditure of \$114,749.18. Mr. Diehl seconded. Hearing no discussion, the motion carried, and Mr. Pigg announced the motion had passed.

Approval of March 2026 Electronic Payments

Ms. Taylor moved to approve the electronic payments for March 2026 of \$450,342.46. Mr. Diehl seconded. Hearing no discussion, the motion carried, and Mr. Pigg announced the motion had passed.

Pre-Approval of May 2026 Electronic Payments

The list of vendors for pre-approved electronic payments for May 2026 was presented to the board, totaling an estimated \$584,747.00. Mr. Diehl moved to pre-approve the May 2024 Electronic Payments. Ms. Taylor seconded. Hearing no discussion, the motion carried, and Mr. Pigg announced the motion had passed.

Public Health Report

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

Sale of Old Building: The former facility has been listed for sale on GovDeals.com. A \$5,000 refundable deposit is required to place a bid, which will apply toward the purchase if successful. The listing will remain active for 60 days and has been live for approximately 10 days, with initial interest noted. It is typical for bidding activity to increase closer to the closing date. Appreciation was expressed to Mr. Crawford for his work on this process.

Facility Utilization: The agency continues to see increased use of the new building by both internal staff and external organizations. Recent meetings, including a Missouri Regional Coalition meeting for the Mobile Healthcare Association, highlight that the facility is fulfilling its intended purpose as a community meeting space.

State Budget Update: The state budget process is ongoing. The Senate has reviewed and reduced the budget from earlier House adjustments. The House and Senate must finalize the budget by next Friday. The status of funding for the State Health Department remains uncertain, including a previously proposed \$2.3 million reduction that may have been restored in earlier versions. Further updates are expected.

Radiation Exposure Compensation Act (RECA) Outreach: Representatives from Senator Josh Hawley's office provided information on RECA, which has been expanded to include Missouri. Residents who lived or worked in 21 designated zip codes in northern St. Louis County (including areas such as Weldon Spring) and developed certain cancers may be eligible for compensation. Informational materials will be made available in agency offices to support community awareness.

New Agency Website: The Board was presented with the launch of a newly redesigned agency website, marking the first major update in seven years. The redesign includes a new platform that improves user experience, simplifies navigation, and meets WCAG 2.1 accessibility standards. Key features include a dynamic homepage, enhanced search functionality, a "How Do I?" section for common inquiries, and improved access to services, reports, board documents, and community resources. Content has been reorganized to make information easier to find, with expanded program pages and centralized data reporting. The Communications team will maintain the site, and feedback is encouraged as minor adjustments are expected. The Board expressed appreciation for the significant effort involved and noted the site's improved usability and design.

Mr. Sikes concluded his report and asked for questions. Mr. Diehl asked whether bids for the sale of the old building were submitted directly to JCHC or through GovDeals. Mr. Sikes clarified that they come through GovDeals, and Mr. Crawford stated that bids will most likely come through as the end date draws closer.

Program reports – no questions.

Public Comments

None

Old Business

None

New Business

Act on Nominations for Election of Board Officers

Mr. Pigg conducted elections for officer positions. Mr. Diehl inquired about moving forward despite the absence of two board members, and legal counsel advised that they proceed.

Mr. Diehl nominated Ms. Stidem for Secretary/Treasurer. Ms. Taylor seconded. Mr. Pigg requested a roll call vote with results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

Mr. Diehl nominated Ms. Henry for Vice Chair. Ms. Taylor seconded. Mr. Pigg requested a roll call vote with results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

Mr. Diehl nominated Mr. Pigg for Board Chair. Ms. Taylor seconded. Mr. Pigg requested a roll call vote with results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

Approval of the 2026 JCHC Budget – First Quarter Revisions

Ms. Taylor made a motion to accept the 2026 JCHC Budget First Quarter Revision Draft. My Diehl seconded. Mr. Pigg asked Ms. Firlie to explain the changes made. Adjustments included increases to certain program revenues (e.g., federal contracts, Medicare/Medicaid, and insurance) and updates to specific initiatives, offset by reductions in projected interest income. Expense changes included higher personnel costs due to carryovers, updated benefit premiums (resulting in some cost reductions), increased contractual fees, and the addition of funding for vacant positions, firewall renewal, building repairs, and ongoing new building costs. Overall, both revenues and expenditures decreased by approximately \$190,600 following these revisions. Mr. Diehl inquired about Arnold's expenditures. Ms. Firlie clarified the expenses. Hearing no discussion, Mr. Pigg called for a roll call vote with results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

First reading of Resolution Jefferson County Health Center Regarding Disclosure of Conflicts of Interest Pursuant to Section 105.485 RSMO

Mr. Diehl made a motion to approve the first reading of the conflict of interest disclosure. Ms. Taylor seconded. Resolution reinforces ethical standards, requiring all elected officials, appointed members, and employees to act impartially and avoid personal gain. The policy mandates compliance with conflict of interest laws under Chapter 105 of the Missouri Revised Statutes and other applicable regulations, effective immediately. Hearing no discussion, Mr. Pigg called for a roll call vote with results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

Second reading and Approval of Resolution Authorizing the Jefferson County Health Center to Provide Mosquito Control Services to the City of DeSoto, City of Hillsboro, and City of Kimmswick Pursuant to an Intergovernmental Agreement and authorize Chairman to execute Intergovernmental Agreement

Mr. Pigg conducted the second and final reading of a resolution authorizing Jefferson County Health Center to provide mosquito control services to the cities of DeSoto, Hillsboro, and Kimmswick through intergovernmental agreements grants the Chairman authority to execute the agreements on behalf of the Board. Discussion included procedural clarification on reading the resolution, noting that the agreements were standardized and had been previously reviewed. Legal counsel clarifies that each city needs to be voted on separately.

Resolution 26-04-30-01 authorizes JCHC to provide mosquito control services to the City of DeSoto pursuant to an intergovernmental agreement. Ms. Taylor made a motion to approve the resolution. Mr. Diehl seconded. Hearing no discussion, Mr. Pigg called for a roll call vote with the results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the resolution had passed.

Resolution 26-04-30-02 authorizes JCHC to provide mosquito control services to the City of Hillsboro pursuant to an intergovernmental agreement. Ms. Taylor made a motion to approve the resolution. Mr. Diehl seconded. Hearing no discussion, Mr. Pigg called for a roll call vote with the results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the resolution had passed.

Resolution 26-04-30-03 authorizes JCHC to provide mosquito control services to the City of Kimmswick pursuant to an intergovernmental agreement. Mr. Diehl made a motion to approve the resolution. Ms. Taylor seconded. Hearing no discussion, Mr. Pigg called for a roll call vote with the results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the resolution had passed.

Mr. Diehl commented that JCHC provides mosquito control services to unincorporated areas in Jefferson County as well.

[Approval of Automated Security Gate Operator Bids](#)

Mr. Pigg requested Mr. Sikes' recommendation. Mr. Sikes stated two bids were received and analyzed, with Kodiak submitting the lowest and most comprehensive proposal at \$15,770.06, compared to \$37,504.85 from Masters Communication. Mr. Sikes recommended that JCHC move forward with the Kodiak bid. Mr. Diehl made a motion. Ms. Taylor seconded. Mr. Diehl questioned why the bids were so different, and Mr. Crawford explained that one bid was for items not requested. Mr. Pigg called for a roll call vote with the results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

Mr. Pigg announced the motion had passed.

CDC and FDA Updates

Mr. Sikes informed that there are no updates at the time.

Entertain topics for next agenda by Trustees (limit to 3 topics, requires a second to place item on the agenda)

None

Closed Session

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

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

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

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

Ms. Taylor made a motion to go into open session. Mr. Diehl seconded the motion. Mr. Pigg requested a roll call vote with the results as follows:

Mr. Pigg, Aye; Ms. Henry, (absent); Ms. Stidem, (absent); Mr. Diehl, Aye; Ms. Taylor, Aye

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

Nothing to report from Closed Session.

Adjourn

Mr. Diehl moved to adjourn the meeting. Ms. Taylor seconded. Motion carried unanimously, and Mr. Pigg announced the motion had passed. The meeting adjourned at 5:18 p.m.

A handwritten signature in cursive script, reading "James G. Kaden", is written above a horizontal line.

Secretary-Treasurer