



Board of Trustees Meeting  
August 28, 2017

ATTENDANCE: Debbie Redford, Chair  
Beth Huddleston, Vice- Chair  
Robert Griffith, Secretary/Treasurer  
Wayne Dietrich, Member

EX-OFFICIO: Robert Niezgod, Director  
Hugo Huacuz, Finance Division Manager  
Ashwin Modayil, IT/Performance Management/CQI Division Manager  
Lisa Marshall, Community Outreach Division Manager  
Sherry Simpson, Animal Care and Control  
Tiffany Stevens, Human Resources Coordinator  
Craig Rhoads, Environmental Health Services Manager  
Pam Priest, Clinical Division Manager

Guests: Ericka Arner, RD, WIC Division  
Nicholas Smith, MSU Masters in Public Health Program Intern

### Public Hearing

Debbie Redford, Chair opened the Public Hearing posted for setting the 2017 tax levy for of the Taney County Health Department at 9:03 a.m.

No guests were present for public comment.

Beth Huddleston made a motion to adjourn the Public Hearing at 9:09 a.m. Seconded by Robert Griffith, motion carried.

Debbie Redford, Chair, called the regular meeting of the Board of Trustees to order at 9:09 at the Taney County Health Department Branson location.

Robert Griffith moved to approve the agenda as amended to include new business item. Second by Wayne Dietrich. Motion carried.

### APPROVAL OF MINUTES

Beth Huddleston made the motion to approve the minutes as submitted for the July 24, 2017 meeting. Second by Robert Griffith. Motion carried.

Registered Dietician Reimbursement Project presented by Ericka Arner, RD. This project will establish a Medical Nutrition Therapy Program to provide nutritional therapy for the community.

### FINANCIAL REPORT, Hugo Huacuz, COO

The financial report was presented for the period of July 1-31, 2017 (copy on file)

- YTD revenues are \$94,626 more than budgeted.
- YTD expenditures are \$65,827 less than budgeted,
- At the end of July 2017, the financials reflect an \$160,849 positive net position.
- Cash balance decreased \$89,959 as compared to 2016 and decreased \$101,392 compared to 2015.

- Disbursement report reviewed. (Copy on file)

Motion to approve financial reports and disbursements as presented by Beth Huddleston. Second by Wayne Dietrich. Motion carried.

#### Unfinished Business

Animal Control Meeting with Jurisdictions: Robert Niezgoda updated the board concerning ongoing meetings with the Taney County Commission and local jurisdictions addressing the future of animal control services in Taney County. A meeting between the City of Branson Aldermen and Taney County Health Department Board of Trustees is planned to keep open communications to assure strong public health collaboration.

Prescription Drug Monitoring Program Update: Discussions are ongoing within the community indicating a level of interest around the program. TCHD is partnering with Cox Health Branson to do further research to determine what the community wants as we move forward.

#### 10:00 am Closed Session:

*Notice is hereby given that the Taney County Health Department Board of Trustees will vote to close this portion of the meeting, as authorized by Section 610.021, Subsection 12 regarding sealed proposals and related documents until a contract is executed, or all proposals are rejected.*

Motion to go into the closed session as authorized by section 610.021, Subsection 12 regarding sealed proposals and related documents until a contract is executed, or all proposals are rejected by Wayne Dietrich. Second by Beth Huddleston. Motion carried.

Motion by Beth Huddleston to close the closed session at 11:15 am. Second by Wayne Dietrich. Motion carried by roll call vote.

Motion to reconvene the regular monthly meeting of the board at 11:20am by Beth Huddleston. Second by Wayne Dietrich. Motion carried by roll call vote.

#### Director's Report

Robert Niezgoda, Director

Update on Workflow Analysis CQI: An overview of the project was provided to staff at the August staff meeting. Data has been collected from Environmental, Clinical and WIC administrative clerks and given to Nicholas Smith, Intern for analysis. The process is moving forward with transparency with the overall goal to increase efficiency and assure responsible stewardship of public funds. Debbie Redford recommended that the final information be provided to community partners.

Health in All Policies-City of Hollister: Lisa Marshall and Erik Larsen met with the City of Hollister. They are moving forward with Health in All Policies throughout all departments. We are supporting their efforts and giving guidance to next steps. The goal is to use this information to assist other cities in our community to move forward with Health in All Policies as well

City of Branson Budget and Budget Process: Robert Niezgoda, Hugo Huacuz and Craig Rhoades will meet with Stan Dobbins to begin the budget process for 2018,

Employee Update (Epidemiologist, Information Technology Changes): Search for an Epidemiologist is beginning with a change in the job description to include CQI and Performance duties.

Academic Health Department Update : This process continues to move forward with Missouri State University.

Jesus Was Homeless-WIC Satellite Site: Tammy and Robert met with Brian Stallings concerning offering WIC to clients at the new Jesus Was Homeless facility. A survey of local extended stay facilities found 400 students get off

the bus in that area with an expected 200 WIC children also living close by. Tammy will have more information at the September meeting regarding the logistics of this process.

PHAB Annual Report: The Annual PHAB Report has been submitted and approved.

City of Branson Meeting: Robert will meet with Stan Dobbins to start the budgeting process for 2018.

#### New Business

Robert Niezgoda, Director

#### 2016 Tax Levy\*:

Beth Huddleston made the motion to set the 2017 Tax Levy at 0.1404. Second by Wayne Dietrich. Motion carried.

#### Insurance Broker\*

Discussion regarding insurance broker proposals and need for additional information related to specific services offered as mentioned by the presentations. Tiffany will gather the information from the brokers and will be sent to the board prior to the next board meeting. A recommendation will need to be approved by the board so that insurance quotes can be presented and approved during the October board meeting.

IT Project Purchase\*: Ashwin present the IT project proposal for Microsoft Office 2016 Software Suite and Router Replacement. Totals for software and router replacement presented to the board with a recommendation to purchase a total of 43 software licenses and routers from ISG technologies.

Motion to approve IT project through ISG Technologies for \$24,271.69 by Beth Huddleston. Second by Wayne Dietrich.

Discussion to support choice of ISG Technologies given their level of knowledge and high customer support. ISG is also familiar with our current routers and network.

Motion Carried.

#### Vehicle Purchase/Surplus\*:

Motion to purchase a 2018 Ford Escape from Tri-Lakes Motors as presented by Wayne Dietrich. Second Beth Huddleston. Discussion of the board to support buying local. Motion Carried.

Motion to surplus two 1993 Chevy Cargo Vans by Beth Huddleston. Second Wayne Dietrich. Motion Carried.

HVAC Project Purchase\*: Three local companies were provided request for bids to replace 1 roof top unit in Forsyth and 2 units in Branson. Only two of these companies replied with bids. Harris Mechanical-\$23,650.00 and D & B HVAC for \$22,862.00. D&B HVAC carries our current service contract.

Motion by Wayne Dietrich to accept the bid provided by D & B HVAC for \$22,862.00. Second by Beth Huddleston. Motion carried.

Statement of Support for the Guard and Reserve: Motion to accept recommendation to support the Guard and Reserves by Wayne Dietrich. Second Beth Huddleston. Motion carried.

#### Division Reports

*No questions regarding the division reports.*

#### Announcements

Great Plains Leadership Institute: Lisa Marshall and Craig have been accepted into the Great Plains Leadership Institute and begin the journey in September.

Debbie Redford will not be present at the September meeting.

Motion to Adjourn at 12:06 PM by Beth Huddleston. Second Wayne Dietrich. Motion Carried.