



Taney County Health Department  
Board of Trustees Meeting  
320 Rinehart Road, Branson, Missouri  
October 21, 2021  
2:30 pm

ATTENDANCE: Dr. Robert Griffith, Chair  
Debbie Redford, Secretary Treasurer  
Laurie Hayes, Member  
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director  
Hugo Huacuz, Finance Division Manager  
Tiffany Stevens, Human Resource Coordinator  
Pam Priest, Clinical Division Manager  
Tammy Drake, WIC Division Manager  
Kathryn Metzger, EHS Manager

In Person Meeting

Dr. Griffith called the regular meeting of Board of Trustees to order at 2:34 PM at the Taney County Health Department, Branson location.

Motion to approve agenda as presented by Beth Huddleston and seconded by Laurie Hayes. Motion passes unanimously.

### **Review of Minutes**

Motion to approve minutes for September 2021 by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

### **Review of Financial Reports**

Financial Reports for September 30, 2021

Current Assets \$3,095,486  
Total Assets \$5,250,422  
Current Liabilities \$120,633  
Total Liabilities \$835,370  
Total Liabilities and Equity \$5,250,422

Hugo Huacuz reported that we have 90 days to submit billing for vaccine clinics. 30 days is the average for reimbursements to come back to the Health Department.  
We have not had many capital expenditures in the past 2 years.  
Our reserve cash balance is good, and we may need to order new cars soon.

Dr. Griffith said the cash balance is high and we may want to consider paying debt. We owe \$132,000 at which we pay \$6000 a month. Hugo reported that 4.5% is the current interest rate and we have 2-3 years remaining of payments. We have 3 accounts that are overdue by more than 500 days.

Motion to approve financial report, disbursements, and accounts receivables by Laurie Hayes and seconded by Debbie Redford. Motion passes unanimously.

## **Director's Report**

### COVID-19 Update

Lisa Marshall reported that we have about 4 positive PCR tests a day and about 2 positive antigen tests per day. The State of Missouri reported that Taney County has a 3.3% positivity rate. Cox Hospital had 44 hospitalized in the entire system as of Tuesday, 10-19-21.

Moderna and Janssen vaccines have been approved for the booster or 3<sup>rd</sup> shot. We are waiting to hear from the state on being able to give alternate vaccines.

Clinics for ages 5-11 might be held in November. We may split a tray of vaccine with another county.

### COVID Vaccine Clinics

4 clinics have been held so far. We have given around 450 shots of 3<sup>rd</sup> dose vaccine.

### Staffing Update

We have 7 temporary positions available. 2 have been filled and we will wait for now until we see a bigger need at our clinics.

Tiffany Stevens reported that we have had 3 administrative clerks leave recently. We have filled one position from within the staff and we have hired 2 more that will start in November. We still have one 36-hour clerk position open. 1 new nurse will start next week.

### Environmental Health Update

Lisa Marshall gave an update about a property in Branson.

Last Wednesday, October 13, 2021, it was reported by our health inspectors that there was a problem at a property in Branson. Kathryn Metzger went to the site on Thursday. The property needed to be closed. They spoke to the owner and he agreed to close the facility. The State Health Department came to assist with the process of closing the facility. The owner told the residents over the weekend that the facility would close. The owner reported that there were 20 rooms occupied and that 4 children were living on site.

Upon investigation, it was determined that at least 17 children were present and many more residents. We alerted community partners on Friday about the possibility of a closure. All residents had been re-located by 4 pm on Monday, October 18th. We posted the notice at the property on Monday. We met with community partners about this process. We have had to close 2 properties in the past 6 years at TCHD. Lisa asked how we might be able to prevent this from happening in the future? The owner had tried to make repairs, but they were not up to code. There also was a pest problem.

Laurie Hayes said the state may put extended stays in their own category, then we could enforce it better on a local level.

### Annual Jurisdiction Contracts

Lisa Marshall reported that she presented the annual environmental contracts to the Branson Chamber and Branson City Council. Lisa also will present to the Hollister City Council.

### Missouri Foundation for Health Grant

The Missouri Health Grant was submitted last week. These funds will be used to support the bi-lingual position and help with community events that support the local Hispanic population. The \$400,000 grant is for 3 years.

### Facility Update

Hugo Huacuz reported that he contacted the insurance company about the roof in Branson. The roof inspector said we will need to replace the roof. The new carport will not need to be replaced. The current roof was installed in 2008. We will start the bidding process for a new roof once we hear from the insurance company.

Laurie Hayes suggested that we consider having a restoration company come to see if there is any water damage where the water was coming into the building.

### Unfinished Business

The TCHD Mission and Vision Statement was presented to the staff. The staff agreed to the new wording and the new statement will be used. The words "To be seen" were changed to the word "recognized". Motion to approve the Mission & Vision Statement was made by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

### New Business

Annual health insurance recommendations were presented by Tiffany Stevens.

There has been an 1.53 % increase for the 2022 health insurance.

Dental insurance had a 7% increase. Dental insurance is employee paid.

Motion to approve the new insurance rate was made by Laurie Hayes and seconded by Debbie Redford.

The motion passes unanimously.

November Board Meeting will be moved to November 18<sup>th</sup> at 2:30pm due to Thanksgiving on November 25, 2021.

Motion to approve the date change of the next board meeting to November 18, 2021 by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Elections will be held in March, 2022. Around Dec 17, 2021, we will be able to file for the 3 positions available. Beth Huddleston, Debbie Redford and Dr. Griffith's positions are coming to the end of their terms. The 3 positions available are for a 4 year term.

### Announcements

Next Board Meeting will be November 18, 2021 at 2:30 pm.

Adjourn

Motion to adjourn at 3:47 PM by Laurie Hayes and seconded by Debbie Redford. \_\_\_\_\_. The motion passes unanimously.

Minutes prepared by Leslie Stricklin