



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
April 29, 2022
2:30 PM

ATTENDANCE: Robert Griffith, Chair
Debbie Redford, Secretary/Treasurer
Laurie Hayes, Member
Beth Huddleston, Member
Heather Burney, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator

In Person Meeting

Call to Order

Dr. R Griffith called the regular meeting of Board of Trustees to order at 2:36 PM at the Taney County Health Department, Branson location.

Approval of Agenda

Motion to approve agenda as presented by Laurie Hayes and seconded by Heather Burney. The motion passes unanimously.

Guests: There were no guests in attendance.

Review of Minutes from March 2022

Motion to approve minutes for March 24, 2022 by Debbie Redford and seconded by Laurie Hayes. The motion passes unanimously.

Review of Financial Report by Hugo Huacuz

Summary of the financial report for March 2022:

- YTD revenues are \$63,083 more than budgeted.
 - Finance Division Manager, Hugo Huacuz, mentioned that there is often an increase in revenue in March due to environmental's annual billing for restaurant permits. Permits for restaurants in Branson and the county expire April 30th.
- YTD expenditures are \$138,913 less than budgeted.
- At the end of February 2022, the financials reflect a \$202,185 positive net position.
 - Finance Division Manager, Hugo Huacuz, noted that this year's net position trajectory is similar to that of the years 2019 and 2020.

- Cash balance increased \$265,438 as compared to 2020 and increased \$163,080 as compared to 2021.

Motion to approve the March 2022 financial report, disbursements, and accounts receivable by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Director's Report by Lisa Marshall

COVID-19 Update: The county's COVID-19 numbers are remaining low. The county is not seeing more than 20 new positive cases per week. In March, there were over 90 new COVID-19 cases, and for the month of April and at the time of this meeting, there were over 30 new COVID-19 cases. The department has observed an increase in the number of people requesting COVID-19 testing for travel purposes and less of a demand from symptomatic clients.

The department is offering COVID-19 vaccines on a rotating schedule basis, as clinics are being offered at both office locations, Branson and Forsyth, and as the number of clinics offered each week depends on that specific week. Approximately 50 doses of the vaccine were administered last week, and the majority of those were clients seeking the second booster dose. Secretary/Treasurer, Debbie Redford, inquired about the attendance rate at vaccine clinics for children. The department is still offering pediatric COVID-19 vaccine (Pfizer) based on demand but the interest is declining.

Chair, Dr. Griffith, asked about the hospitalization rate among Taney County residents due to COVID-19. Hospitalizations have rapidly declined and Cox Hospital has closed their COVID-19 unit at the Branson location. Member, Heather Burney, mentioned that her clinic has seen very few mild symptomatic cases.

Member, Heather Burney, asked if the department has heard anything from the schools regarding mandating the COVID-19 vaccine. Director, Lisa Marshall, reported that she has not heard anything from the local school districts regarding vaccine mandates and that school vaccine mandates are currently a contentious topic among state legislatures.

Health Disparities Grant Update: The department's application for the Health Equity Contract was approved and the department will be receiving approximately \$220,000 - \$230,000 in funding as part of the grant. The majority of the funding will be spent on a sprinter van that will allow the department to take services out to the community, primarily to those who might not be able to access transportation. A schematic of the van was displayed and presented to the board. The current cost of the vehicle as is with the medical grade fridge that would allow for the safe storage of vaccines, the two workstation areas, and the storage units would be around \$150,000 and would take approximately 6-8 weeks to receive. If the department requests customizations, it could take up to 9 months to receive. The department is discussing adding a hand sink. There is an option to have an exam table in the van; however, the department does not think an exam table will be necessary for the services that are going to be offered. The department is having conversations with Missouri WIC and the Department of Vital Records about taking those services mobile and if it is permissible to do so. The department might be a pilot location for taking vital records services mobile.

In addition to funding a vehicle, the grant will also fund health equity training for staff, two new COVID-19 testing machines (one for the vehicle and one for the Forsyth location), and marketing.

Secretary/Treasurer, Debbie Redford, inquired if more than one client will be served at the same time. Only one client/family will be allowed inside the van at a time to ensure confidentiality.

Members of leadership and the board discussed the possibility of seeing if there is a local ambulance manufacturing company that might be able to make customizations after the van is received.

Community Health Assessment Update: The Community Health Assessment is currently underway and surveys have been sent to local partners in the community for distribution. Although the department has not received as many surveys this year than the total number received during the previous assessment, the department has received responses from across the county, which ensures an accurate representative sample of Taney County. The total number of surveys received during the last assessment was an outlier, as the department had partnered with Elevate Branson during their Thanksgiving meal. Director, Lisa Marshall, also offered that many members of the community are survey weary, as many organizations have been sending surveys to residents.

Overseer of the Community Health Assessment, Jamie Orlando, has reported preliminary findings. Among those findings are the top four areas of concern for residents: safe and affordable housing, child abuse and neglect, mental health, and substance abuse.

The next Community Health Assessment meeting is May 11th.

Lagers Update (Hugo): Employees now have a new option regarding their Lagers plan and that is the “80 and Out” option. This option considers years of service in addition to age, so an employee can begin to draw retirement when their age + their years of service at a Lagers institution equals 80. The department was contributing 14.6% to Lagers but is now contributing 17.1%. Employees do not match the contribution.

NNESO Grant Application: ECOT Division Manager, Kathryn Metzger, is currently writing a grant application that is being offered through the Missouri Foundation for Health that will provide funding for outreach efforts among the non-native English speaking community and will help fund medical training for Spanish-English Bilingual Liaison, Omar Perez.

Capital Expense Update (Hugo): The department presented the capital expenditures for 2022 at the last board meeting. The department partnered with K & R Electric Company and Loyd’s Electric Supply to convert the Branson office location to LED lighting. The department might be able to receive a grant from Empire Electric to convert the Forsyth location to LED lighting. The department has contacted Tri-Lakes Ford about selling the Cobalts and is currently waiting for a response.

Director, Lisa Marshall, reported that the leadership team is beginning to heavily think about a master plan for the department, as the Branson office location is running out of office space for staff and as the Forsyth facility does not see as many clients as the Branson location. Different ideas were discussed, including: purchasing the land adjacent to the Branson location, consolidating both offices into one main office, and subletting the vacant office at the Forsyth location to a community entity that contributes to public health. An important consideration was raised and that is to consider the population growth of the county over the next 5-10 years and to think about where population clusters might be.

Unfinished Business

There was no unfinished business.

New Business

Board Officers: The board nominated and voted on new positions on the board. Member, Beth Huddleston, nominated current Secretary/Treasurer, Debbie Redford, to become Chair. Member, Laurie Hayes, volunteered to be appointed as Secretary/Treasurer, and member, Beth Huddleston, volunteered to be appointed to Vice-Chair. There was no discussion.

Motion to approve new positions on the board by Heather Burney and seconded. The motion passes unanimously.

Employee Handbook: The department has recently made changes to the employee handbook and emailed a copy of those changes to the board for review prior to the meeting. Chair, Dr. Griffith, noted that there was no philosophical change but rather that the changes were simply an update to reflect the current personnel and services of the department.

Motion to approve the changes to the Employee Handbook by Debbie Redford and seconded by Laurie Hayes. The motion passes unanimously.

Compensation and Salary Study: The department has not conducted a compensation and salary study since 2011 and would like to put out a RFQ.

Motion to send out an RFQ by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Amended 2022 Budget: The department presented changes to the 2022 Budget, the most notable of which were the removal of the election cost as newest member, Heather Burney, ran unopposed and an increase in the allotment of funds for contracting services, specifically to provide for the RFQ.

Motion to approve the amended 2022 budget by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Division Reports

Reports from division managers were emailed to members of the board prior to the meeting.

Treasurer/Secretary, Debbie Redford, commented that many of the positions that were open last month are still available and inquired if the department is receiving applications and/or if the applicants are not fit for the position being sought. Human Resource Coordinator, Tiffany Stevens, reported that the department has had several interviews for the available positions, specifically the public health nurse position, but that the applicants were not a good fit for the department. The department places an emphasis on being a good fit over experience, as new employees can be trained and experience can be gained in their new role over time. The department has received applications for the clinical manager position and is waiting to receive others. The job description for the epidemiologist/data analyst is currently being written and edited.

Secretary/Treasurer, Debbie Redford, asked if the increase in Spanish-speaking clients seeking services from WIC and clinical is a response of Omar Perez being hired as the Spanish-English Bilingual Liaison. Director, Lisa Marshall, replied that Omar has been instrumental in getting the word out to the Spanish-speaking community by translating social media posts and attending events in the community.

Member, Beth Huddleston, asked if the department has heard anything back from PHAB. The department's application is currently under review and anticipates a response soon.

Member, Heather Burney, questioned if international students on work visas (J-1 students) utilize the department's services. Director, Lisa Marshall, reported that over the past couple years the department has not had much interest from recipients of J-1 visas due to COVID-19 traveling guidelines and that the department has attended the orientation event for the J-1 students in the past but will likely need to work on promotion.

Announcements

Next board meeting is May 26, 2022 at 2:30PM.

Adjourn

Motion to adjourn the regular Board of Trustees meeting at 3:40 PM by Laurie Hayes and seconded by Debbie Redford to convene an executive closed session as authorized by Section 610.021, Subsection 3. The motion carries unanimously.

Minutes prepared by Lindsay Lawver