



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
August 25, 2022
4:00 PM

ATTENDANCE: Debbie Redford, Chair
Beth Huddleston, Vice-Chair
Laurie Hayes, Secretary/Treasurer
Heather Burney, 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, ECOT Manager

In Person Meeting

Public Comment Session

Chair, Debbie Redford, called the public comment session of the meeting regarding the 2022 assessed valuation to order at 4:00 PM. There were no members of the public present. Chair, Debbie Redford, called the public comment session to a close at 4:01 PM.

Call to Order

Debbie Redford called the regular meeting of Board of Trustees to order at 4:02 PM at the Taney County Health Department, Branson location.

Approval of Agenda

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

Guests: There were no guests in attendance.

Review of Minutes from July 2022

Motion to approve minutes for July 28, 2022 by Heather Burney and seconded by Beth Huddleston. The motion passes unanimously.

Review of Financial Report by Hugo Huacuz

Summary of the financial report for July 2022:

- YTD revenues are \$174,135 less than budgeted.
- YTD expenditures are \$288,919 less than budgeted.
- At the end of July 2022, the financials reflect a \$115,225 positive net position.

- Finance Division Manager, Hugo Huacuz, commented that the net position will increase as the annual billing for lodging will occur next month.
- Cash balance increased \$416,319 as compared to 2020 and increased \$15,745 as compared to 2021.
 - Finance Division Manager, Hugo Huacuz, added that the department has not yet purchased the new vehicles for the department.

The department and board discussed several facilities with outstanding debt. These facilities do not have current health permits.

Motion to approve the July 2022 financial report, disbursements, and accounts receivable by Laurie Hayes and seconded by Heather Burney. The motion passes unanimously.

Director's Report by Lisa Marshall

Health Disparities Grant Update: The department is in possession of the mobile sprint unit and is currently working to get the vehicle wrapped. The department is requesting quotes from several local vendors, and the cost to wrap the vehicle is currently ranging from \$4,000 to \$8,000. Director, Lisa Marshall, informed the board that if the cost exceeds \$5,000, she will request a vote via email for the board to approve the purchase.

Chair, Debbie Redford, inquired if the department has a particular design for the vehicle wrap. The department does not have a specific design for the wrap but does have several ideas and the quotes include design time fees, as the vendors have graphic designers on staff to help design the wrap.

Unfinished Business

Assessed Valuation: The department presented 2022's assessed valuation numbers received from the county clerk's office to the board.

Motion to accept the 2022 assessed valuation by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

New Business

October Board Meeting: The department requested to move the October board meeting to the third Thursday of the month, October 20th, to allow time for employees to think about any changes they would like to make to their health insurance plans as open-enrollment begins on November 1st and as the board must vote to approve the department's health insurance plan.

Motion to move October's board meeting to October 20th by Beth Huddleston and seconded by Heather Burney. The motion passes unanimously.

2021 Annual Report: The department printed copies of the 2021 Annual Report and presented them to the board. The format is similar to the annual reports of years prior; however, this report presents data and information more heavily in written format rather than graphically.

Motion to approve the 2021 Annual Report by Beth Huddleston and seconded by Laurie Hayes. The motion passes unanimously.

Staffing Plan: The English Spanish Bilingual Liaison is currently working 36 hours per week, and WIC Division Manager, Tammy Drake, has been able to write-in two additional hours for this position. Additionally, the department believes that the position can be a 40 hours per week position.

The department requested to move the English Spanish Bilingual Liaison from a .9 to 1.

Motion to change the English Spanish Bilingual Liaison from a .9 to a 1 by Laurie Hayes and seconded by Heather Burney. The motion passes unanimously.

Chair, Debbie Redford, commended this decision.

Compensation Schedule: The Breastfeeding Peer Counselor position is currently a level 2 position on the department's compensation schedule. The department requested to change the position from a level 2 to a level 3, same level as the administrative clerks, as the department believes that the position is undercompensated for the required skill set and training. Additionally, the position is a grant-funded position, and the department has the funding to make the change.

Motion to change the Breastfeeding Peer Counselor position from a level 2 to a level 3 by Laurie Hayes and seconded by Heather Burney.

Division Reports

Division reports were emailed to members of the board prior to the meeting.

Miscellaneous

Chair, Debbie Redford, inquired about November's board meeting, as it is scheduled for Thanksgiving Day. Discussion regarding rescheduling November's board meeting will be on the agenda at next month's board meeting.

Vice-chair, Beth Huddleston, inquired if the department prefers to have members of the board present at tomorrow's virtual PHAB site visit. The department requested that members be available to join, particularly during the time of the exit portion of the visit.

The department reminded the board of clinical manager's, Pam Priest, retirement celebration next week.

Announcements

Next board meeting is September 22, 2022 at 2:30PM.

Adjourn

Motion to adjourn at 4:26 PM by Beth Huddleston and seconded by Heather Burney. The motion carries unanimously.

Minutes prepared by Lindsay Lawver