



CLAY COUNTY

PUBLIC HEALTH CENTER



**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE BOARD OF TRUSTEES OF THE
CLAY COUNTY PUBLIC HEALTH CENTER
800 HAINES DRIVE
LIBERTY, MO 64068
April 20, 2023
6:00 P.M.**

Present: Board of Trustee Members: Dr. John Barth, Courtney Cole, Kathy Ellermeier, Deborah Florido, Dr. Daniel Purdom

Present: CCPHC Staff Members: Penni Aubut, Nicole DeBrincat, Jami Hrenchir, Darrell Meinke, Ariel Morales, Ashley Wegner, Gary E. Zaborac

Guests: Michael Keenan, James Kessinger

1. CALL TO ORDER

Kathy Ellermeier, Chair, called the Clay County Public Health Center's Meeting of the Board of Trustees to order at 6:00 p.m.

2. PUBLIC COMMENTS

Ms. Ellermeier opened public comments at 6:00 p.m. Seeing none, Ms. Ellermeier closed public comments at 6:00 p.m.

3. ELECTION OF OFFICERS

Discussed responsibilities for Secretary position and Dr. Barth filling the role of Secretary and Ms. Florido filling the role of Vice-Secretary. Ms. Cole made a motion to approve the following slate of officers for a one year term: Kathy Ellermeier, Chair; Dan Purdom, Vice Chair; Courtney Cole, Treasurer; John Barth, Secretary; Debbie Florido, Vice Chair. Dr. Purdom seconded.

Roll call vote: Dr. Barth- Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.



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4. MONTHLY BOARD EDUCATION SESSIONS

A. PRESENTATION OF FY2022 DRAFT AUDIT

Highlights:

- Auditing firm provided brief overview of firm, including qualifications, process, requirements, and timeline
- Discussed scope of audit as completing annual audit as well as a single audit due to federal grant. Specifically, ARPA funds were tested.
- As CCPHC met criteria considered, intend to provide a clean opinion, the highest level of opinion provided
- Discussed consideration for next year's audit, with new GASB requirements regarding software agreements and right to use
- One recommendation was provided to the Health Center regarding the use of budget amendments
- Ms. Ellermeier pointed out a small grammatical error on page 4 of the Required Communication under current year comments. "The Governmental Accounting Standards Board (GASB) has issued the following statements which may impact the City's" – should be County's.

B. VMSG DEMO

Highlights:

- Ms. DeBrincat presented a review of the VMSG (Vision, Mission, Services & Values) software newly utilized by Health Center management and staff to track progress on strategic planning initiatives, key performance indicators, performance management, the agency annual report, and accreditation standards.
- Dr. Purdom and Ms. Ellermeier discussed the software appearing to be more intuitive and assists with execution, staff confirmed. Ms. Wegner stated the system will provide additional reporting mechanisms to provide information to the Board of Trustees, as well as an interactive tool for the public via the CCPHC website.

C. STI CONTRACT

Highlights:

- Ms. Wegner explained an increase in sexually transmitted infections (STIs) in Missouri and Clay County and how historically, intervention activities were conducted at the state level. However, the state recently offered a contract to the Health Center to conduct activities related to reducing HIV, syphilis, chlamydia, gonorrhea rates for Clay and Platte counties. Cases have been rising and resulting in congenital syphilis in other areas of the state.



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- Dr. Barth asked if this is an annual contract that will be renewed and whether we would be providing the services for Platte County, Ms. Wegner stated yes. Dr. Barth asked how many personnel would be added, Ms. Wegner stated 2.5 full-time employees.
- Dr. Purdom stated he believes this is a great opportunity to improve the health of the community and is glad that the state believes the Health Center would make a great partner in the effort.

D. DISEASE & INJURY SURVEILLANCE SOFTWARE RECOMMENDATION

Highlights:

- Ms. Wegner stated CCPHC currently utilizes Microsoft Access databases. The new software will be able to get data from hospitals with an HL7 interface and will provide infrastructure to improve access to health data for years to come.
- Four vendors responded to a Request for Proposal (RFP). The recommended vendor, Clinisys, is also utilized by the State of Missouri and due to this the Health Center was able to receive a cost reduction.
- Ms. Ellermeier asked about the ability to receive opioid data, stating she is aware that the Sheriff's Office has had issues obtaining this reportable condition data. Ms. Wegner stated confirmed that the system provides the Health Center with the ability to access real-time data at the local level.
- Dr. Purdom stated with the data going directly to the state this should reduce access time and result in more real-time reporting. Ms. Florido stated it sounds like this would improve this process, and asked if we could also request information from the state. Ms. Wegner stated yes. Mr. Meinke stated the Health Center has needed this improved access to data for the past several years and new infrastructure funding from the state has helped in making the purchase.

E. QUARTER 1- 2023 STRATEGIC PLAN & PERFORMANCE MANAGEMENT UPDATE

Highlights:

- Mr. Meinke explained the use of the system to assist the agency in performance management, presented new reports from the VMSG software, and discussed how the dashboard works. Most objectives and activities are currently on target, no concerns at this time.



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5. TREASURER'S REPORT

A. MARCH 2023 FINANCIAL STATEMENT

Courtney Cole, Treasurer, presented the report.

Statement of Revenue and Expenditures comments:

- Revenue for March was \$328,918.00. Year to date Revenue is \$6,049,621.00. Approximately 63% of budgeted revenue has been received due to tax levy revenue received in January.
- Expenses for March were \$2,459,724.00. Year to date Expense is \$5,178,572.00. Approximately 41% of budgeted funds have been spent.

Ms. Florido made a motion to approve the March 2023 Treasurers Report as presented and printed. Seconded by Dr. Barth.

Roll call vote: Dr. Barth- Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.

B. MARCH 2023 SCHEDULE OF INVESTMENTS

Schedule of Investments comments:

- Ms. Cole provided overview of changes occurring within the month
- Ms. Ellermeier explained that the Health Center moved to short-term CD's to earn interest over checking account, due to interest rates are improving somewhat and still having access to funds if needed. Dr. Purdom further explained there is a narrow number of investments for which government entities are eligible.
- Dr. Barth asked how the Health Center stays on top of trends. Mr. Zaborac stated this occurs via partnership with a Commerce Bank's investment specialist.

Ms. Florido made a motion to approve the March 2023 Schedule of Investments as presented. Seconded by Dr. Purdom.

Roll call vote: Dr. Barth- Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.



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6. CONSENT AGENDA

A. Bills Payable for the month of March 2023

B. Minutes of the March 16 Regular Monthly Board of Trustees Meeting

Ms. Cole made a motion to approve the March 2023 Consent Agenda as presented and printed. Seconded by Dr. Purdom.

Roll call vote: Dr. Barth- Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.

7. NEW BUSINESS

A. APPROVAL OF FY2023 STI CONTRACT BUDGET

Dr. Purdom made a motion to approve the STI contract as presented. Seconded by Dr. Barth.

Roll call vote: Dr. Barth- Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.



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B. APPROVAL OF CLINISYS SOFTWARE PURCHASE FOR DISEASE & INJURY SURVEILLANCE

Ms. Florido asked if a budget amendment will be required. Mr. Meinke confirmed no, all but \$50,000 is covered by grants outlined and will likely be covered by a pending grant. Dr. Barth asked about reporting efficiencies gained by the hospitals, Ms. Wegner stated the Health Center is currently processing reports for 200 conditions, and the software will provide efficiencies here as well as the ability to obtain better data for diseases. Board members discussed looking forward to the improvements.

Ms. Cole made a motion to approve the purchase of the Clinisys software. Seconded by Ms. Florido.

Roll call vote: Dr. Barth- Yes
 Ms. Cole- Yes
 Ms. Ellermeier- Yes
 Ms. Florido- Yes
 Dr. Purdom- Yes

Motion passed.

C. ACCEPTANCE OF 2023 STRATEGIC PLAN & PERFORMANCE MANAGEMENT UPDATE

Dr. Purdom made a motion to approve the report as presented. Seconded by Ms. Florido.

Roll call vote: Dr. Barth- Yes
 Ms. Cole- Yes
 Ms. Ellermeier- Yes
 Ms. Florido- Yes
 Dr. Purdom- Yes

Motion passed.

8. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE

Highlights:

- Social & Wellness was active this month with public health week and planning additional staff engagement ideas
- Harvesters served 150 families in March and partnership with Happy Bottom continued
- The number of food inspections rates are similar to last year, currently down one position that is pending fill. Priority violations, which can lead to foodborne illnesses, are trending downward.
- Discussed a large number of community outreach events that occurred this month
- WIC enrollments trending upwards from last year, and due to our positive relationship with the state extra funding has assisted in hiring an additional staff member which will further increase enrollments



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9. DIRECTOR OF PUBLIC HEALTH REPORT - GARY E. ZABORAC

Highlights:

- COVID dashboard tracking well in the green.
- Mr. Zaborac stated he is waiting for the Clay County Commission to release the process for Clay County opioid settlement dollars received.
- Smithville and Excelsior Springs provided information on new, small TIF redevelopment projects
- Conducted orientations for new Board of Trustees members

10. BOARD OF TRUSTEES' COMMENTS

Ms. Florido discussed the requirement of temperature recording and masking continuing at nursing homes. Ms. Wegner advised the Health Center is not involved in regulating nursing homes, this is governed by the long-term care division within the State of Missouri.

11. ADJORN

Ms. Cole made a motion to adjourn at 7:51 p.m. Ms. Florido seconded.

Roll call vote: Dr. Barth-Yes
Ms. Cole- Yes
Ms. Ellermeier- Yes
Ms. Florido- Yes
Dr. Purdom- Yes

Motion passed.

Kathy Ellermeier, Chair
Clay County Public Health Center Board of Trustees

5-18-23

Date

Dr. John Barth, Secretary
Clay County Public Health Center Board of Trustees

5/18/23

Date

Submitted by: Jami Hrenchir, Section Chief of Operations/Director of Human Resources

All Referenced Attachments are Available for Review Upon Request to Gary E. Zaborac, Director of Public Health of the Clay County Public Health Center, Located at 800 Haines Drive, Liberty, MO 64068