



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  
May 18, 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, Robert Gilliland, Jami Hrenchir, Darrell Meinke, Gary E. Zaborac

**Guests:** Warren Herrick, 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 6:01 p.m.

## 3. MONTHLY BOARD EDUCATION SESSIONS

### A. REVIEW AND Q/A OF FY2022 DRAFT AUDIT

#### Highlights:

- Warren Herrick, CPA, Hood & Associates attended for final questions
- Ms. Ellermeier asked for confirmation on correction of error discussed last month. Mr. Herrick stated it will be corrected following board adoption and final submission to CCPHC.

### B. 2022 EH ANNUAL REPORT

#### Highlights:

- Reviewed program data, pointing out an increase in activities such as training numbers and a decrease in violations compared to the previous year
- Discussed completion of FDA Retail Program Standards 4 & 6 and intervention strategies to lower violation numbers; goal is to be part of a very small group of local health departments across the U.S. to meet all standards



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- Strategic plan includes updates to payments and program forms for client ease
- Discussed status of activities in pool & lodging inspections and vector control, and resulting data

## C. EMPLOYEE BENEFITS RENEWAL

### Highlights:

- Discussed comparison of four brokers who bid on the employe health benefit Request for Proposal (RFP) released
- Discussed goals for medical plan updates, including reduction of dependent plan premiums
- Ms. Florido discussed the benefit of the Health Risk Assessment v. time employees spend on the assessment, based on her understanding she questions the value

## 4. TREASURER'S REPORT

### A. APRIL 2023 FINANCIAL STATEMENT

Courtney Cole, Treasurer, presented the report.

#### Statement of Revenue and Expenditures comments:

- Revenue for April was \$242,649.00. Year to date revenue is \$6,292,270.00. We have received approx. 65% of budgeted revenue – revenue high due to 95% of budgeted tax levy received in January.
- Expenses for April was \$604,536.00. Year to date Expenses are \$5,783,108.00. We have spent approximately 46% of budgeted expenses - expenses high due to pension fund payment.

Ms. Florido made a motion to approve the April 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. APRIL 2023 SCHEDULE OF INVESTMENTS

#### Schedule of Investments comments:

- Ms. Cole stated no changes occurred within the month



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Ms. Florido made a motion to approve the April 2023 Schedule of Investments 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.

**5. CONSENT AGENDA**

**A. Bills Payable for the month of April 2023**

**B. Minutes of the April 20 Regular Monthly Board of Trustees Meeting**

Ms. Cole made a motion to approve the April 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.

**6. NEW BUSINESS**

**A. VOTE TO ACCEPT FY2022 ANNUAL AUDIT**

Ms. Cole made a motion to approve the FY2022 annual audit as presented, with correction of error identified at April meeting. 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. VOTE TO ACCEPT THE 2022 EH ANNUAL REPORT**

Ms. Florido made a motion to accept the 2022 EH Annual Report. Seconded by Ms. Cole.

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

Motion passed.

## **C. VOTE TO SELECT BUKATY AS CCPHC'S HEALTH BENEFITS BROKER**

Ms. Florido made a motion to select Bukaty as CCPHC's health benefit broker. Seconded by Dr. Barth.

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

Motion passed.

## **7. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE**

### **Highlights:**

- Discussed social media data
- Followed-up on progress on Clinisys software & STI contract implementation
- CCPHC staff presenting at NACCHO and Missouri Public Health conferences
- Ms. Ellermeier discussed continued success noted in the community for school syndromic surveillance
- Staff are working on reaccreditation process

## **8. DIRECTOR OF PUBLIC HEALTH REPORT - GARY E. ZABORAC**

### **Highlights:**

- COVID dashboard is changing to be leaner, however, flu syndromic surveillance will still be conducted
- Regarding legislative updates, public health funding is increasing in the state. Fund distribution formulas to health departments are pending.



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## 9. BOARD OF TRUSTEES' COMMENTS

- Ms. Florido asked about outbreak investigations, they are conducted for all outbreaks with the exception of flu.
- Dr. Barth requested an update on opioid settlement funds from Clay County. Mr. Zaborac stated he has not heard from the county since his last request but will follow-up. Mr. Zaborac recapped the efforts of the Opioid Task force and current status to address the need in Clay County communities.

## 10. ADJORN

Ms. Cole made a motion to adjourn at 7:20 p.m. Ms. Florido seconded.

Motion passed.

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

6-15-2023

**Date**

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

6-15-2023

**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