



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
August 17, 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: Geova Alexander, Jason Stalling, Penni Aubut, Ashley Wegner, Darrell Meinke, Gary E. Zaborac

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 no public comments offered, Ms. Ellermeier closed public comments at 6:00 p.m.

3. MONTHLY BOARD EDUCATION SESSIONS

A. ANNUAL FINANCIAL EDUCATION

Highlights:

- CCPHC's revenue and expenditures continue to increase in a positive trend. This trend over the past 10 years is due to increased tax levy revenue as well as our ability to enter grants and contracts that support the work that we are already doing in our programs. This along with the CARES and ARPA funds received during the pandemic have increased our ability to expand the services we offer or shift tax levy revenue to other programs within the health center.
- Revenue from the tax levy continues to trend up due to our county growth however, factors like the Hancock Amendment and Consumer Price Index impact our overall levy rate and limit the amount of revenue increase we can have from our tax levy each year.
- The trend for LAGERS/fringe benefits increased substantially for 2023 due to the new positions (7) added to the FY2023 budget as well as the payments made to LAGERS at the beginning of the year after the Pension Liability Fund was established.



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B. FY2023 MID-YEAR BUDGET AMENDMENTS

Highlights - Revision necessary to account for:

- The additional WIC funding, new FDA grants, and employee wellness initiatives which are under the infrastructure grant.
- The establishment of a pension obligation fund, with the first payment made in February and the second payment made in March.
- Reallocation of funds within the ARPA budget for the portion the grant paid toward the purchase of Clinisys Surveillance Software.

C. QUARTER 2 STRATEGIC PLAN AND PERFORMANCE MANAGEMENT UPDATE

Highlights:

- Goal is to demonstrate financial responsibility by effectively managing resources to sustain current operation and plan for future needs.
- Objectives/Actions include:
 - Systems – ensure effective grant/contract management systems that meet regulatory standards and promote sustainability.
 - Non-tax levy funding – evaluate and implement additional funding options to support and/or expand agency services.
 - Physical inventory – evaluate and implement new processes to streamline and avoid duplication.
 - Employee financial wellness - increase knowledge of retirement plans and financial wellness.
 - Environmental alternate funding – evaluate and implement funding options to support and/ expand services that will help improve the health of our communities.
 - Environmental fees – evaluate and implement non-tax levy revenue collection and make revisions as appropriate.
- Staffing capacity, total rewards, remote workforce, follow-up inspection for pool program.
- Completed submission for the PHAB Annual report.

4. TREASURER'S REPORT

A. July 2023 FINANCIAL STATEMENT

Gary Zaborac, Director of Public Health, presented the report.

Statement of Revenue and Expenditures comments:

- Revenue for July was \$225,895.00. Year to date revenue is \$7,729,001.00. We have received approx. 81% of budgeted revenue – revenue high due to 95% of budgeted tax levy received in January.
- Expenses for July \$597,456.00. Year to date expenses is \$8,376,786.003. We have spent approximately 67% of budgeted expenses.



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Ms. Florido made a motion to approve the July 2023 Treasurers Report 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.

B. July 2023 SCHEDULE OF INVESTMENTS

Schedule of Investments comments:

- No CD's matured in July. We will have four CD's mature in August and we will purchase four to replace the ones that mature.
- Investment interest is significantly higher than was budgeted. Rates are doing very well. We are maturing CDs in the 2% range and purchasing CDs in the 5% range.

Ms. Florido made a motion to approve the July 2023 Scheduled 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 July 2023

B. Minutes of the July 20th, 2023, Regular Monthly Board of Trustees Meeting

Ms. Florido made a motion to approve the July 2023 Consent Agenda 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. NEW BUSINESS

A. APPROVAL OF FY2023 MID-YEAR BUDGET AMENDMENTS

Dr. Purdom made a motion to approve the FY2023 Mid-Year Budget Amendments 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.

B. APPROVAL OF QUARTER 2 STRATEGIC PLAN AND PERFORMANCE MANAGEMENT UPDATE

Ms. Florido made a motion to approve the Quarter 2 Strategic Plan and Performance Management Update 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.

7. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE

Highlights:

- Social media numbers have decreased this month.
- Allow more available transportation for the community for healthcare opportunities.
- HEAT Committee completed the Denison Culture Survey and 90% of staff have completed the survey.
- Started PHAB reaccreditation committee, will help with documentation needs.



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- Environmental – Pool inspections have continued, however in the month of August, the number of inspections will decrease as outdoor pool season ends.
- Immunizations – August is the busiest time; 132 vaccines were administered.
- Have increased appointments for accessibility.
- Dental services – Families who were enrolled in WIC and participated in the food pantry also received dental care.
- New client enrollment for WIC increased over the past year.

Dr. Purdom asked if we are offering or finding alternative routes for the residents needing transportation. We have partnered with the following to be more proactive in nearby cities including Excelsior Springs Education Center – satellite clinic in the education clinic; NKC Early Childhood Center – CCPHC has a clinic there and have been working with them and to move to a different location in the strip mall area due to privacy concerns.

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

Highlights:

- Narcan dispensing box and first Narcan shipment came in. The plan is to ultimately partner with community organizations like hospitals, etc... to continue to expand access throughout our communities.
- Clay County Commission created an Opioid task force in July, with the Clay County Administrator overseeing it. CCPHC has been invited to sit on this task force. The Clay County Opioid Task established by the Board of Health over a year ago will pause temporarily, as it may cause confusion with the newly formed commission task force.
- PHAB annual report was accepted and approved by PHAB.
- There will be two Board meetings in September due to the additional annual Tax levy hearing.

9. EXECUTIVE SESSION – AT 7:00PM, Dr. Purdom made a motion to enter into Executive Session. Debbie Florido seconded. Roll call vote:

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

Motion passed.



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The Board returned from Executive Session at 7:32pm

10. BOARD OF TRUSTEES' COMMENTS

Dr. Purdom noted that for the record no formal action was taken in the Executive Session.

10. ADJORN

Dr. Purdom made a motion to adjourn at 7:34 p.m. Seconded. by Debbie Florido.

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

Motion passed. Meeting adjourned at 7:34



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

9-21-23
Date



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

9-21-23
Date

Submitted by: Geova Alexander, Human Resources Specialist

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