



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
March 23, 2023
2:30 PM

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

EX-OFFICIO: Lisa Marshall, Director – via zoom
Hugo Huacuz, Finance Division Manager
Erica Craig, Clinical Division Manager
Tammy Drake, WIC Division Manager
Kathryn Metzger, ECOT Manager – via zoom
Tiffany Stevens, HR Coordinator – via zoom

In Person Meeting

Call to Order

Debbie Redford called the regular meeting of Board of Trustees to order at 2:31 pm at the Taney County Health Department, Branson location.

Approval of Agenda

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

Guests: none

Review of Minutes from February 2023

Motion to approve minutes for February 2023 by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Review of Financial Report by Hugo Huacuz

Summary of the financial report for February 2023

- YTD revenues are \$105,137 less than budgeted.
- YTD expenditures are \$122,240 less than budgeted.
- At the end of February 2023, the financials reflect a \$17,181 positive net position.
- Cash balance increased \$236,697 as compared to 2021 and decreased \$8094 as compared to 2022.

Members of the board recommended having a letter sent, or meeting in person with the Branson Mayor or City of Branson Administrator, regarding safety concerns with lodging facilities. Development of policy regarding lodging fees for facilities under new management or ownership was discussed.

Motion to approve the February 2023 financial report, disbursements, and accounts receivable by Laurie Hayes and seconded by Heather Birney. The motion passes unanimously.

Director's Report by Lisa Marshall

1. Staffing Update
 - a. WIC Breastfeeding Peer Counselor – Elizabeth Chrouser
 - b. Medical Billing Specialist – Niccole Cottone
 - c. Two other positions – Epi & Accountant to be filled soon
 - d. Maintenance Worker
 - e. Temporary Pool Inspectors for the summer
2. Public health week
 - a. First week of April 3-7
 - b. Lisa asked if the board would send letter/email of gratitude to staff
 - c. Social Media Campaign & newspaper ads
 - d. National Accreditation – Banners for each campus
 - e. Showcase community partners
 - f. Celebrate TCHD team
3. Environmental Health food permit update
 - a. We are currently in food permitting season
 - b. The Billing process has begun, with the assistance from Lindsay. Invoices are to be sent out in near future.
4. SB168
 - a. Spoke with Senator Karla Eslinger regarding concerns. She is aware of our concerns as local public health department authorities.
 - b. Community partners appreciative of health department, and provided recognition
5. City of Branson fluoride update
 - a. Working with office of dental health – local dentists regarding the fluoride concern
 - b. Working on contract to city council to keep fluoride in city water for at least two years.
 - c. Lisa asked for a letter of support from TCHD signed by Debbie Redford, Board Chair
6. Health insurance – upcoming bidding process
 - a. Connell Insurance is our current broker
 - b. This is an every 3 year process and usually completed in the summer
7. MO Foundation Diverting to Care Conference and Grant NOFO
 - a. Lisa at this meeting today
 - b. Mental & substance use/abuse – usually end up in jail
 - c. Is this grant good for Taney County? What is working across the state?

Unfinished Business - None

New Business

1. TCHD Employee Handbook Updates

There are three updates to the TCHD Handbook. These include adding Juneteenth as a holiday, a wording change to the nursing mothers break policy and dress code policy regarding jeans (dress

for your day). It was recommended by the Board to edit wording on page 79 from customer to clients, and on clarification on the appropriate and inappropriate dress columns.

A motion to approve the handbook changes with clarification by Robert Griffith and seconded by Laurie Hayes. The motion passes unanimously.

Division Reports

Chair, Debbie Redford, inquired about plan reviews and the number of staff that are part of plan review. There is a designated person for plan review, with one back-up person. It was also asked if there were any plans that we have been late with. And the answer was no. The WIC staff was also praised for WIC participation numbers for the month of February.

The board inquired about the TOP Club, as to the number of students participating. It was mentioned that Bradleyville Schools are no longer participating in the TOP Club.

Announcements

Board Study Session March 24, 2023 at 8:30 am

Next Board Meeting is April 27, 2023 at 2:30pm

Adjourn

Motion to adjourn at 3:17 pm by Laurie Hayes and seconded by Beth Huddleston. The motion carries unanimously.

Minutes prepared by Tammy Drake, WIC Program Manager