



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
August 24, 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
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator (absent)
Erica Craig, Clinical Division Manager (absent)
Tammy Drake, WIC Division Manager (absent)
Kathryn Metzger, ECOT Manager (absent)

In Person Meeting

Public Comment Session

Chair, Debbie Redford, called the public comment session of the meeting regarding the 2023 assessed valuation to order at 2:31 p.m. There were no members of the public in attendance. Motion to close the public comment session at 2:33 p.m. by Robert Griffith and seconded by Heather Burney. The motion passes.

Call to Order

Debbie Redford called the regular meeting of the Board of Trustees to order at 2:33 p.m. at the Taney County Health Department, Branson location.

Approval of Agenda

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

Guests: Board Member, Heather Burney, introduced her guest, Ethan Hickey, a 4th year pharmacy student at UMKC.

Review of Minutes from July 2023

Motion to approve minutes for July 27, 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 July 2023:

- YTD revenues are \$160,875 less than budgeted.
- YTD expenditures are \$265,500 less than budgeted.
- At the end of July 2023, the financials reflect a \$104,898 positive net position.
- Cash balance decreased \$91,757 as compared to 2021 and decreased \$107,502 as compared to 2022.
 - Finance Division Manager, Hugo Huacuz, commented that the cash balance is less than years past due to the purchasing of items included in the 2023 Capital Expenditure Budget, which includes the purchase of the new fleet vehicles. Hugo informed the board that they will observe a decrease in the cash balance amount in next month's financial report because the department has been paying the dealership after each vehicle is received and the last vehicle was recently delivered.

Motion to approve the July 2023 financial report, disbursements, and accounts receivable by Laurie Hayes and seconded by Robert Griffith. The motion passes unanimously.

Director's Report by Lisa Marshall

Grant and Contract Update: Director, Lisa Marshall, provided the grant and contract update. She commented that the department is anticipating receiving more funding from the ELC ED grant and that this funding can be applied toward converting the existing garage space into a communal office space as this renovation does not involve more than 50% of the building. The department will meet with an architect next month.

Chair, Debbie Redford, asked if any of the items currently stored in the garage are susceptible to extreme temperatures. The items that are temperature sensitive will be stored at the Forsyth office location as there are two vacant offices that can be utilized for storage.

Member, Robert Griffith, inquired if another garage space will be constructed. The department does not plan to build an additional garage. The existing garage was constructed during the previous building expansion that allowed for the additional offices upstairs after the environmental health team relocated from Branson City Hall to the health department.

Director, Lisa Marshall recently received information on additional funding available to encourage health department to move toward and maintain accreditation status. She commented that although the health department is already accredited, both at the state level and at the national level, there are two deliverable items that the department needs to complete to receive the grant. This includes the department's Board of Trustees participating in DHSS board training and having at least two of the three county commissioners attend a public health 101 course offered through Missouri Association of Counties (MAC). All other deliverables have been or will be met by the grant deadline.

2024 Jurisdiction Contracts: Director, Lisa Marshall, informed the board that she and Finance Division Manager, Hugo Huacuz, met with City of Hollister this past week regarding the 2024 Environmental Health Contract. She informed the board that the difference between City of Hollister's and City of Branson's fee structures was discussed and that the department will be expediting a cost analysis to determine how much it cost to adequately operate the environmental health program. The most previous cost analysis was conducted in 2017. She reported that the department has a meeting with the City of Branson tomorrow to discuss the 2024 contract and need for additional funding for the environmental health program.

COVID Update: Director, Lisa Marshall, informed the board that there has been an influx in the number of COVID-19 cases reported in the county and that this is mirrored in the observed increase in the viral load in the county's wastewater. Staff have reported an increase in the number of calls concerning requests for testing and inquiries from potential travelers to the county regarding the prevalence rate of the virus. She informed the board that the department has been distributing antigen tests to the public and that the department will resume testing for COVID-19 with the Abbott machine next week. The department is anticipating the delivery of tests that allow for the testing of both influenza and COVID-19 at the same time. Lisa reported that the department is concerned about the privatization of the COVID-19 vaccine as many clients are uninsured and that the source of funding that allowed the vaccine to be given at no cost has been cut substantially.

Legislative Update: Director, Lisa Marshall, informed the board that the discussion regarding keeping fluoride in the city of Branson's water is ongoing and that the dental health group is still meeting. She informed the board that she sent an email to Branson's mayor and Board of Aldermen regarding the public health concerns if fluoride was to be removed from the water.

Lodging Safety Initiative Update: Director, Lisa Marshall, informed the board that the City of Branson's lodging safety initiative is ongoing and that the department recommended several other community partners to be invited to the meetings. Secretary/Treasurer, Laurie Hayes, commented that the Branson Area Lodging Association and the State Lodging Association are both advocating for extended stay facilities to be placed in their own category in the state lodging code. If this occurs, the City of Branson would presumably have to re-evaluate its lodging ordinance as the City of Branson adopted the state lodging code (with modifications) as a local ordinance in order to have enforcement capabilities at the local level.

Priority Project Update: Director, Lisa Marshall, provided an update on a couple of the department's priority projects, one of which involves the department's branding. She informed the board that the department will soon be designing a new logo. She informed the board that the Missouri Department of Health and Senior Services and the Public Health Accreditation Board have both recently updated their logos. She also informed the board that the department is revising position descriptions so that they are less complex and are instead a summary of the overarching expected duties of that particular job position. She informed the board that they will have to review her position description.

Chair, Debbie Redford, inquired about replacing the logos on the vehicles. The new logo will replace the old logo on the vehicles and vehicle signage is not too expensive.

Unfinished Business

Assessed Valuation: The department received 2023's assessed valuation numbers from the county clerk's office and presented these to the board.

Motion to approve the 2023 assessed valuation by Laurie Hayes and seconded by Heather Burney. The motion passes.

Audit Report: Finance Division Manager, Hugo Huacuz, informed the board that the audit report will be presented at next month's board meeting after it was discovered that needed files for review were mistakenly uploaded to the incorrect folder. Hugo reported that preliminary numbers have been sent to the state auditor.

New Business

September Board Meeting: Director, Lisa Marshall, informed the board that she has a scheduling conflict with next month's board meeting date of September 28th. Members of the board and the department discussed their availability on September 21st at 2:30 p.m. and determined that they would have quorum. Motion to reschedule next month's regular meeting of the Board of Trustees from September 28, 2023 to September 21, 2023 at 2:30 p.m. by Beth Huddleston, seconded by Heather Burney, and thirded by Robert Griffith. The motion passes.

Vehicle Surplus: The department informed the board that all 5 of the new fleet vehicles have been delivered and that the department consequently has an excess of 7 vehicles. The department reported that these 7 vehicles are Chevrolet Cobalts and are all in various stages of mechanical and structural condition. The department recommended to the board that these vehicles be declared surplus so that they may be auctioned at a later date. Motion to declare the 7 Chevrolet Cobalts as surplus and to partner with Purple Wave for the auction by Laurie Hayes and seconded by Robert Griffith. The motion passes.

Division Reports

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

Announcements

Next board meeting is September 21, 2023 at 2:30 p.m.

Adjourn

Motion to adjourn at 3:43 p.m. by Robert Griffith and seconded by Beth Huddleston. The motion carries.

Minutes prepared by Lindsay Lawver