



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
January 28, 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> October 22, 2020 December 22, 2020	Robert Griffith, Chair
<u>Review of Financial Reports</u> December 1-31, 2020 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Update Legislative Update PHAB Update	Lisa Marshall, Director
<u>Unfinished Business</u>	Lisa Marshall, Director
<u>New Business</u> Branson School District MOU * Purchase Lease Agreement Letter *	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, February 25, 2021 2:30	
Adjourn	
 <u>News Media Contact for Open Meeting Notice:</u> Lisa Marshall, Director 15479 US Hwy 160, Forsyth, MO 65653 (417) 546-4725	



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
January 28, 2021
2:30 PM

ATTENDANCE: Robert Griffith, Chair- Zoom
Wayne Dietrich, Co-Chair- Zoom
Debbie Redford, Secretary Treasurer- Zoom
Laurie Hayes, Member-Zoom
Beth Huddleston, Member - Absent

EX-OFFICIO: Lisa Marshall, Interim Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

Virtual Meeting via ZOOM and Audio only.

Robert Griffith called regular meeting of Board of Trustees to order at 2:30 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented by Debbie Redford second by Laurie Hayes motion passes unanimously

Guest
Deanna Newberry, Branson Schools-call in
Jessica Kiser-call in

Review of Minutes

10/22/2020

Motion to approve minutes for 10/22/2020 and 12/22/2020 by Laurie Hayes and second by Debbie Redford motion passes unanimously

Review of Financial Reports
December 1-31, 2020

Motion to approve December 1-31, 2021 financial report, disbursements and accounts receivable by Laurie Hayes second by Debbie Redford motion passes unanimously

Revenues \$338,000 greater than budget
Expenses \$58,987.00 greater than budget

Income and expense changes reflected in COVID-19 expense and the decrease in billable services. This is offset by COVID-19 funding from DHSS. End of December reflects a positive net position of \$271,671.00.

Accounts receivable list reviewed with questions on delinquent funds. Accounting will have report on the status of these businesses at the February 2021 meeting.

Director's Report

COVID-19 Update- Taney County has had 80 new positive cases in the past 7 days (28 less than reported last meeting), and 68 total deaths reported.

COVID-19 Vaccine- The All hands-on deck process continues as we provide vaccines to our community. Currently we have a process in place for those requesting a vaccine to put their names on a waiting list. From this list we invite those who are eligible to register online for an appointment at one of our clinics. We have seen about a 30% response rate from those invited. We currently have over 5,000 on our wait list. We are following the state Tier list for eligible clients. We are currently seeing Tier 1 A 65 and older with a chronic illness. Vaccine is ordered on Wednesday each week with approval being sent on Saturday or Sunday. We wait for confirmation prior to scheduling clinics. This week we are requesting 400 doses from the 975-dose shipment. The other doses are going to other health departments. TCHD is holding their fourth clinic tomorrow as we try out our new processes. We have fine-tuned our scheduling processes. We receive necessary syringes and supplies for each dose of vaccine through the state. Our plan for February is to partner with Cox and Branson Schools to have mass clinics at the school. More information to come soon. We maintain a list of stand-by clients who can come on short notice so no vaccine is wasted. Clinic information is shared using early morning radio talk shows and the newspaper as well as the Chamber of Commerce.

Legislative Update- The new legislative session has several bills proposed that will impact public health. We will request letters for our policy makers to help educate our representatives and senators about what public health does for our community.

PHAB Update- 40 % completed

Unfinished Business- None to Report

New Business

Motion to further ratify the electronic vote to approve the partnership (MOU) with Branson Schools by Debbie Redford second by Wayne Dietrich motion carries unanimously

The Lease Purchase Agreement for the Rinehart building has three years remaining in the agreement.

Kudos to the COVID team from the board.

45% of TCHD staff requested the vaccine.

Goal for COVID-19 Vaccine Clinics is 1000 per week which depends on how vaccine is sent out from the state.

Division Reports-

Performance Management-

Questions

Announcements

Next Board Meeting Thursday February 25, 2021 at 2:30 p.m. at the Branson location by zoom

Adjourn

Motion to adjourn at 3:25 PM by Debbie Redford second by Wayne Dietrich motion carries unanimously

Minutes prepared by Pamala Priest RN

Signed by_____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director

15479 US Hwy 160, Forsyth, MO 65653

(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
February 25, 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> January 28, 2020	Robert Griffith, Chair
<u>Review of Financial Reports</u> January 1-31, 2020 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Update Legislative Update CDC Face Covering Update Operational Updates Legislative Update	Lisa Marshall, Director
<u>Unfinished Business</u> Purchase Lease Agreement Letter *	Lisa Marshall, Director
<u>New Business</u> Workman's Compensations Insurance Updated CDC Quarantine Guidance	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, March 25, 2021 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:
Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
February 25, 2021
2:30 PM

ATTENDANCE: Robert Griffith, Chair- Zoom
Wayne Dietrich, Co-Chair- Zoom
Debbie Redford, Secretary Treasurer- Zoom
Laurie Hayes, Member-Zoom
Beth Huddleston, Member -

EX-OFFICIO: Lisa Marshall, Interim Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

Virtual Meeting via ZOOM and Audio only.

Robert Griffith called regular meeting of Board of Trustees to order at 2:30 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented by Debbie Redford second by Wayne Dietrich motion passes unanimously

Guest-None Present

Review of Minutes

01/28/2021

Motion to approve minutes for 01/28/2021 by Laurie Hayes and second by Debbie Redford motion passes unanimously with approved edits

Review of Financial Reports

January 1-31, 2021

Motion to approve January 1-31, 2021 financial report, disbursements and accounts receivable by Laurie Hayes second by Wayne Dietrich motion passes unanimously

January 2021 revenues were down by \$45,014.00 leaving a negative net position of (\$58,560). The 2021 budget as approved predicts a (\$339,996) negative net position as worst-case scenario.

Director's Report

COVID-19 Update- We see a downward trend in COVID-19 cases. In the past 7 days a total of 24 new cases were reported (5%positivity rate). The death count for Taney sits at 88. The current downward trend continues with this being the "off" season with fewer people in the workforce and decrease in visitors. Kansas City has reported cases of the UK variant.

COVID-19 Vaccine- To date Taney County has approximately 3,000 (8%) fully vaccinated residents. The state allocates most vaccine to large Health Systems and only 8% of the total vaccine allocated goes to LPHAs with Region D receiving 1,000 doses to distribute. Taney County should receive 100 doses per week. We continue to request 1,170 doses of Pfizer vaccine weekly. These numbers will increase as production increases. Tier 3 is opening soon. We are working through the Tiers as quickly as

vaccine allows. We continue to provide vaccine to those 65 years or older or who have chronic diseases. We continue to have good feedback regarding our clinics.

Legislative Update- Currently following HB 75. This would strip some local authority and is in response to the pandemic. There is a senate bill also proposed with similar stipulations. There may be a future ask around education of public health's role throughout the community.

CDC Face Covering Update- The CDC now recommends double face coverings due to variants that are more contagious than the original COVID-19 strain. Recommendations are to wear two masks if not wearing an N95 or KN95. The goal is to have four layers or surgical mask under a cloth mask.

Operational Updates- All TCHD staff have been offered the opportunity to receive a vaccine at this point in time. Currently TCHD is working towards more normal operations and is looking to increase public access to the building in the future. Current access is very limited due to low numbers of vaccinated individuals. WIC continues to counsel clients via phone. Leadership is also working to complete new procedures for internal operations as well as staff education.

Unfinished Business-

Purchase Lease Agreement Letter- Letter drafted. Laurie Hayes motioned to approve the letter and send the renewal agreement to the First Community Bank. Debbie Redford seconded motion. motion carries unanimously.

New Business

Workman's Compensation Insurance-

Connell Insurance sent out bids for coverage and received two bids back. The lowest bid remains with MOPERM who is our current carrier. Motion to approve by Wayne Dietrich and Seconded by Laurie Hayes. motion carries unanimously.

Updated CDC Quarantine Guidance-

Motion to adopt CDC Guidance that those who are fully vaccinated need not quarantine for 90 days following last vaccine by Beth Huddleston second by Debbie Redford motion carries unanimously.

Division Reports-

Performance Management-

Questions

Announcements

Next Board Meeting Thursday March 25, 2021 at 2:30 p.m. at the Branson location by zoom

Adjourn

Motion to adjourn at 3:29 PM by Laurie Hayes second by Wayne Dietrich motion carries unanimously

Minutes prepared by Pamala Priest RN

Signed by _____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director

15479 US Hwy 160, Forsyth, MO 65653

(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
March 25, 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> February 25, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> February 1-28, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Update Legislative Update Audit Update Environmental Health Update Grant Opportunity Women's Clinic Update	Lisa Marshall, Director
<u>Unfinished Business</u>	Lisa Marshall, Director
<u>New Business</u> CDC Guidance	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, April 22, 2021 2:30	
Adjourn	
 <u>News Media Contact for Open Meeting Notice:</u> Lisa Marshall, Director 15479 US Hwy 160, Forsyth, MO 65653 (417) 546-4725	



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
March 25, 2020
2:30 pm

ATTENDANCE: Robert Griffith, Chair- Zoom
Wayne Dietrich, Co-Chair- absent
Debbie Redford, Secretary Treasurer- Zoom
Laurie Hayes, Member-Zoom
Beth Huddleston, Member -absent

EX-OFFICIO: Lisa Marshall, Interim Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager-absent
Kathryn Metzger, EHS Manager

Robert Griffith called regular meeting of Board of Trustees to order at 2:31 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented by Laurie Hayes second by Debbie Redford motion passes unanimously

Guest- Deanna Newberry, Branson Schools and Clint Nievar both by phone

Review of Minutes

02/25/2021

Motion to approve minutes for 02/25/2021 as presented by Laurie Hayes second by Debbie Redford motion passes unanimously

Review of Financial Reports

February 1-28, 2021

Motion to approve February 1-28, 2021 financial report, disbursements and accounts receivable by Laurie Hayes second by Debbie Redford motion passes unanimously

Monthly revenues are \$54,208.00 less than budget

Year to date revenues are \$99,227.00 less than budget

Monthly expenses are \$29,307.00 less than budget

Year to date expenses are \$46,086.00 less than budget

Currently there is a negative net position of \$109,804.00

Beginning in April, we will begin to receive increased contract revenues and increased billing for permits to average \$150.00.00.

Comparison of cash balance we are \$106,406.00 over 2019 and \$58,653 over 2020

The fourth quarter CARES Funding has been approved for \$230,000 and will be coming from the county.

Director's Report

COVID-19 Update- New positive cases are holding steady at 8 per week where last month we were receiving 100 per week. Staff continues to investigate new cases and provide Abbott Rapid Testing as schedule allows (usually one day each week).

COVID Vaccine Update- We have administered over 10,000 doses of COVID-19 vaccine with over 3,000 people having completed the two-dose series. Less than 10% of the vaccinations have been given to Missouri residents living outside of Taney County. The only out of state clients receiving vaccines have worked in Taney County. We are now located at the Branson Meadows Mall in the Vanity Fair outlet building operating clinics 3-4 days per week. Phase 2 will open

Monday. The Hospitality/Tourism population is vital to our community's economy and comprise our highest risk population at this time. On April 9th we expect the Governor to open the eligibility to all residents sixteen and older.

The vaccine events would not be possible without help from our volunteers, temporary employees and prn staff. The team works together to meet the challenge of getting vaccine in arms and meet the investigation needs. There is a Missouri National Guard event scheduled for April 1-2 at our new location. People will be able to schedule their appointments through Facebook and TCHD website.

As vaccines become more readily available we continue to receive a supply of Moderna weekly and Pfizer as long as we have the ability to provide clinics. We do not expect the need for large events in the fall and hope to be able to resume more regular public health duties.

Legislative Update- They were on spring break last week. Senate Bill is more promising

Audit Update- The annual audit process is moving forward. Report will be ready for board in April.

Environmental Health Update- All inspectors are out in the field when not needed for large vaccine events. There are more violations noted this year which require a lot of education.

Grant Opportunity- DHSS has presented an opportunity to add an additional \$81,000 to our PHEP contract to cover specific COVID-19 activities we are already doing. The contract application has been sent.

Women's Clinic Update- Clinic scheduled for May 5 for Show Me Healthy Women and Family Planning clints.

Unfinished Business- None

New Business

CDC Guidance -The board wants to be aware of changes in the guidance as they happen but do not have to approve each change. The leadership team can implement changes as required.

Division Reports-

Performance Management-

Questions

Announcements

Next Board Meeting Thursday April 22, 2021 at 2:30 p.m. at the Branson location by zoom

Adjourn

Motion to adjourn at 3:15 PM by Debbie Redford second by Laurie Hayes motion carries unanimously

Minutes prepared by Pamala Priest RN

Signed by _____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
April 22, 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> March 25, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> March 1-31, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Update LPHA COVID-19 and Adult Vaccination Supplemental Contract Community Narcan Distribution Site In Person Board Meetings	Lisa Marshall, Director
<u>Unfinished Business</u>	Lisa Marshall, Director
<u>New Business</u>	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, May 27, 2021 2:30	

Convene Executive Closed Session

Notice is hereby given that the Taney County Health Department Board of Trustees having duly voted to close its upcoming meeting, as authorized by Section 610.021, Subsection 3 regarding personnel, will conduct a closed meeting on April 22, 2021 at the Taney County Health Department, Branson location at the end of the regular board meeting.

Adjourn

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
April 22, 2021
2:30 pm

ATTENDANCE:

Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO:

Lisa Marshall, Interim Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Kathryn Metzger, EHS Manager

Debbie Redford called the regular meeting of the Board of Trustees to order at 2:31 pm in the virtual meeting via Zoom and audio.

Motion to approve the agenda as presented by Laurie Hayes and seconded by Debbie Redford. Motion passes unanimously.

No guests were in attendance.

Review to approve minutes from the previous Board Meeting of March 25, 2021 as presented by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

Review of Financial Reports

Motion to approve March 1 – March 31, 2021 financial report, disbursements and accounts receivable by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

Hugo Huacuz gave the financial report. Hugo reports that there is a negative balance but that he expects this to change in the next quarter. He also stated that we will receive the CARES funding and that this will increase our cash balances.

Laurie Hayes asked about an outstanding bill to the State of Missouri. Hugo explained it was for TB testing and that he would look into this.

Debbie Redford asked about an outstanding bill from the Public Water Works for water testing.

Debbie Redford asked about an outstanding bill to a local grocery store and Hugo explained that the funds needed to come from the City of Hollister. Debbie & Laurie said they will talk to the Assistant City Administrator in Hollister about this matter.

Laurie asked about the grant revenue and Lisa explained that we did not have to use it all at once.

Monthly revenues are \$31,659 less than budget
Year to date revenues are \$127,798 less than budget
Monthly expenses are \$14,584 more than budget
Year to date expenses are \$32,304 less than budget

Currently there is a negative net position of \$180,494.

Director's Report

Lisa Marshall reported that we continue to focus our efforts on vaccine distribution but that we are seeing a small rise in the number of positive covid cases. We had 7 new cases on April 17th, 2021 and we usually see 2 to 3 new cases a day. We continue to lean on technology and Teletask for case investigations. We use self-reporting through our web site for quarantine. We do have a lag time in the cases with our limited days in the office. We have testing for covid in the office on non-clinic days. Our current efforts are on vaccine.

The city of Branson no longer has a mask ordinance. Masks are still in place for Branson schools. Modified quarantine will remain in effect if masks are worn. If they give up masks, then we go back to regular quarantine.

Silver Dollar City will continue with its mask ordinance, Debbie reported.

COVID Vaccine Update-

We have given approximately 13,000 vaccines in Taney County. Kathryn reported that according to the state web site, 8567 county residents are fully vaccinated. This is 15.3% of the total population of 55,928. As of April 16, 2021, TCHD has fully vaccinated 6061 people. This represents 10.8% of the total population. 22.1% have had at least one dose of vaccine. 3819 people are waiting for their 2nd dose. This will complete an additional 6.8% of the population.

We continue to have our clinics at the Branson Meadows Mall. We are phasing away from Pfizer and switching to Moderna. Pfizer is sent to us in lots of 1170. Moderna can be ordered in lots of 100, so it is easier for us to store and order. We have quite a bit of Moderna in our freezer and we will use that and order more as needed. 4-22-2021 was the last day to get your first Pfizer shot at TCHD. Clinic days are now Tuesday afternoons and Thursdays for 9 to 4pm. All MO residents age 16 and above can get the Pfizer vaccine. Age 18 and above for Moderna vaccine. We have reached out to C of O, Elevate Branson and the faith based community about possible clinics at these sites. We will continue to use our current site as needed. Children age 12 and above may be able to get vaccine if approved.

We also might be able to use the site for some back to school vaccine clinics since we have been unable to see children in the office for the past year.

Debbie asked if we might be able to do a clinic at the community building at Kissee Mills.

LPHA COVID-19 and Adult Vaccination Supplemental Contract-

Lisa reported that the state Health Department is working on a supplemental contract for all health departments. This will be a broad funding source. It is a 3 year, \$176,000 contract. The funds can be used at any time during the 3 years. It will include funding for flu, hepatitis, tetanus and covid vaccines. This will help offset some of the expenses from covid. We can apply the funds retroactive from February 1, 2021. The intent is to use the funds as wisely as possible.

Community Narcan Distribution Site

Kathryn reported that we are able to be a Narcan distribution site for Taney County. This would be made available to anyone in the county that has a need for the medicine. We already have it for the first responders. It is an opportunity in our community to help with the overdose deaths. The leadership team would like to see this program implemented. It will be supplied from the state at no cost to us.

Lodging facilities have asked that they have this on hand. Concerns from Laurie that if we have it readily available, people might use more drugs knowing they have this available. Debbie was concerned about the shelf life of the drug. Laurie asked about our liability if we supply this for everyone.

Lisa reported that we would like to implement this for our community. We will do promotion to a specialized audience and education as needed. Kara Miller, the community educator will be contacted for education materials.

In Person Board Meetings-

Lisa spoke about returning to in person board meetings with social distancing. Beth said that zoom is very convenient for her at certain times of the year. Laurie said she is happy with either. Debbie reported that she is ready for in person meetings. Lisa said we will continue to make zoom available. Lisa will make a formal recommendation for the next board meeting.

Unfinished Business- No unfinished business.

New Business

Debbie Redford said that all people in Taney County now know how hard all people at TCHD work. There have been nothing but good reports from the community about how well we are operating. There have been no environmental service complaints according to Laurie Hayes.

Laurie Hayes reported that the lodging community has a concern for smoking medical marijuana in hotel rooms. Since it is legal from a federal level, it is hard to control. Smoking in the rooms will damage the room, make cleaning hard and the need to replace or change soft goods like blankets and curtains is an issue. Debbie Redford asked for clarification on the no-smoking policy for all hotels. Police can't be called for smoking in rooms.

Lisa said that the state health department might have information on how to handle this issue. Kara Miller can contact the state to get any information available.

Division Reports-

Motion to postpone closed session by Debbie and seconded by Beth for when there is a fuller board available. Motion carries unanimously.

Announcements

Next Board Meeting is May 27, 2021 at 2:30 pm.

Adjourn

Motion to adjourn at 3:30 PM by Beth Huddleston and seconded by Laurie Hayes. Motion carries unanimously.

Minutes prepared by: Leslie Stricklin

Signed by_____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director

15479 US Hwy 160, Forsyth, MO 65653

(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
May , 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> April 30, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> April 1-30, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update In Person Board Meeting Recommendations	Lisa Marshall, Director
<u>Unfinished Business</u>	Lisa Marshall, Director
<u>New Business</u> Board Meeting Date and Time*	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, May 27, 2021 2:30	

Convene Executive Closed Session

Notice is hereby given that the Taney County Health Department Board of Trustees having duly voted to close its upcoming meeting, as authorized by Section 610.021, Subsection 3 regarding personnel, will conduct a closed meeting on May 27, 2021 at the Taney County Health Department, Branson location at the end of the regular board meeting.

Adjourn

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
DATE
TIME

ATTENDANCE: Robert Griffith, Chair-
Wayne Dietrich, Co-Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Interim Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

Virtual Meeting via ZOOM and Audio only.

Robert Griffith called regular meeting of Board of Trustees to order at 2:31 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented by Debbie Redford second Beth Huddleston motion passes unanimously

2 Guests in attendance chose to remain anonymous.

Review to approve minutes from the previous Board Meeting of March April 22, 2021 as presented by Beth Huddleston and second by Laurie Hayes. Motion passes unanimously.

Review of Financial Reports

Motion to approve April 1 – April 30, 2021 financial report, disbursements and accounts receivable by Laurie second by Debbie Redford. Motion passes unanimously.

Hugo Huacuz gave the financial report.

Laurie Hayes asked why payroll numbers are higher than usual. Hugo explains that April 2021 had 3 payroll cycles and we should see numbers return to normal now that the month of April is over.

Laurie Hayes asked about Professional Services. Hugo explains that the audit is at \$10,000 for April 2021. He also stated that the majority of the audit is billed during this audit period, so the bulk of that audit payment in complete. Since there is a single audit this year so there may an additional payment. Although once the audit is paid it should not change throughout the year, the only changes we should see in Professional Services would be with Metro Key or any other attorney fees we may incur.

Monthly revenues are \$142,982 more than budget
Year to date revenues are \$15,373 more than budget
Monthly expenses are \$3,135 more than budget
Year to date expenses are \$27,604 less than budget

Year to date net position of (70,354).

Director's Report

COVID-19 Update-

Lisa Marshall reported that we are turning a corner with COVID. Over the last 7 days we have had about 29 new cases, averaging about 4 new cases per day per the state website. Laurie Hayes added that a press release on 5/26/2021 stated that we have a total of 102 deaths in Taney County. Cases have lessened from some of the winter months allowing us to shift focus back to typical public health services.

COVID Vaccine Update-

Lisa Marshall stated that we have shifted our vaccine model to more of a strike team effort from all day mass vaccination clinics. We are doing strike teams to go out to people who are unable to come to us, we were at Kissee Mills Fire Station and Elevate Branson with our last two strike teams. We are currently using Moderna vaccine. We will use Pfizer vaccine in June 2021 for the adolescent vaccine clinic, this will be held at the Branson Meadows Location. Lisa asked everyone to please share location ideas for strike teams. In time we will reach a point where we will start offering COVID vaccine in our office as part of our normal operations. In Taney County we have just over 12,000 (22.5% of total county population) individuals who are fully vaccinated. 14,000 individuals have at least had 1 dose of vaccine. We are tracking numbers to strategize ways to increase vaccination uptake in our community.

As we are coming out of COVID we are working to train everyone who was hired in the last year in their normal job roles. In June we will be opening the doors and slowly offering vaccine, the new nurses hired will be training at this time as well. Lisa recommends moving to in person board meetings starting June 2021.

No updates regarding LPHA COVID-19 and Adult Vaccination Supplemental Contract.

No updates regarding Community Narcan Distribution Site.

In Person Board Meetings- Consensus of the board is that we like to meet face to face again.

Public Health Accreditation Board (PHAB)-

Tiffany Stevens reported that as of May 17, 2021 are 80% completed with reaccreditation process. We have an internal deadline of June 7, 2021. When process is complete we will do an internal review and audit of domains and requirements. We will be completing the application process on June 28, 2021 allowing us 8 weeks to upload all of our documents, however we foresee us reaching completion within 4 weeks of that date. The PHAB board will review documents and do a virtual site visit this year, where after we hope to be reaccredited.

Legislative Front-

Lisa Marshall reported that PDMP was approved at the state, does not foresee this changing our local PDMP user agreement at this point in time. Bill 271 dealing with public health authorities in emergencies passed, this bill states that if there is a governor declared emergency that for an order to take place from the health department it would need to be approved by their governing body, for the TCHD that would be our board of trustees.

Strategic Planning Process-

Lisa Marshall Reported that People Centric has created a document that will help to operationalize major priorities in our organization. We first worked on this in January and February of 2020. We will get with our staff to finalize details before meeting with People Centric for the last session.

No Unfinished Business.

New Business

Lisa Marshall stated that we do not have the correct board meeting date and time posted to the public, it currently reads that we will meet the fourth Monday of every month at 9 AM. Lisa would like to change that to reflect our current dates and times for board meetings. Robert Griffith states that we could suggest giving the public plenty of lead time and meet once a week on a previously scheduled time rather than suggesting the actual time, then editing every time there is a change that is needed, as long as it complies with Sunshine law rules. Lisa Marshall will come up with language recommendation before next month so we can formally vote to change this.

Lisa Marshall offers 2021 Study Session. Robert Griffith is in support. Lisa will send out a Doodle Poll to see what dates and times work best for the Study Session.

Lisa Marshall requests Letter of Support for PHAB Applications. Motion to approve by Robert Griffith second by Beth Huddleston. Motion passes unanimously.

Division Reports-

Performance Management- Robert Griffith states that as we transition to getting back to normal health department roles, he believes that we have been successful in balancing all the needs of the community.

No questions.

Announcements

Robert Griffith stated next Board Meeting is June 24th at 2:30 at Branson TCHD

Closed Session 610.021

Motion to move into closed session at 3:15 PM by Laurie Hayes second by Beth Huddleston. Motion carries unanimously.

Adjourn

Motion to adjourn at _____ PM by _____ second by _____ motion carries unanimously.

Minutes prepared by Jammee Wiggins

Signed by _____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
June 24, 2021
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> May 27, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> Audit Presentation May 1-31, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update PHAB Update Clinical Update WIC Update Community Presentations	Lisa Marshall, Director
<u>Unfinished Business</u> Board Meeting Date and Time*	Lisa Marshall, Director
<u>New Business</u> October Board meeting, from 10/28 to 10/21* Staffing Plan Revisions* Code of Ethics Resolution*	Lisa Marshall, Director
<u>Division Reports</u> Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, July 22, 2021, 2:30	
Adjourn	
<u>News Media Contact for Open Meeting Notice:</u> Lisa Marshall, Director 15479 US Hwy 160, Forsyth, MO 65653 (417) 546-4725	



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
June 24, 2021
2:30 pm

ATTENDANCE: Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Kathryn Metzger, EHS Manager

In person meeting

Robert Griffith called the regular meeting of the Board of Trustees to order at 2:36 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented was given by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Guests:

Matt Wallace CPA.

Audit Report:

Mr. Wallace presented the TCHD audit for 2020. He pointed out that the department received "no comments" which means there are no concerns with the audit conducted.

Total assets at years end are \$4,828,798

Total net assets as of 12/31/2020 are \$ 4,189,190

The net position of the Organization increased by \$356,953

The operating revenues of the Organization increased by \$602,523.

The non-operating revenues of the Organization decreased by \$33,140

Laurie Hayes pointed out that if we had not received the \$600,000, the budget would have been different.

Debbie Redford asked about page 10 revenues increase and interest income decrease.

Hugo pointed out that we had CD's that had matured and we did not have the opportunity to renew.

Operations are \$3,382,193.

Tax revenue \$1,509,665

Total net income \$ 356,953

Hugo Huacuz stated that we receive over \$750,000 in government funds, we have to file a report which includes a Federal compliance audit.

No issues were found or reported. Offered a chance for questions.

Debbie asked how long it takes to prepare an audit report. Mr. Wallace stated that there are usually 2 days on site and the report writing takes another day with 2-3 people helping.

Laurie Hayes motioned that we accept the audit presented by Mr. Wallace. Debbie Redford seconded the motion. The motion passes unanimously.

Debbie Redford asked for an update on our long-term debt. Hugo stated TCHD pays around \$6000 a month and the balance is \$156,000.

Debbie Redford asked about the larger number on page 24 in regards to Pensions. Hugo explained that we pay 15.1% of salaries this year for pensions, but that changes year to year however the number stated in the audit is not an actual number that we pay out, it is actually much lower. Also stated were concerns about tax revenues being reduced by TIF districts. Robert Griffith represents our interests on the TIF board.

Laurie Hayes indicated that property taxes have increased and that some have doubled.

Review of Minutes

Corrections to the minutes presented. 2 noted corrections. The date was listed as 2020 and corrected is 2021. And under new business, Robert Griffin stated that we meet once a month, not once a week.

Motion to approve minutes for May 27, 2021 by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

Review of Financial Reports

Presented by Hugo Huacuz

Dates: May 1-31, 2021 Financial Reports

Current Assets: \$2,784,862

Total Assets: \$4,928,810

Current Liabilities: \$814,399

Total Liabilities and Equity: \$4,928,810

Hugo reported that we have started using ELC Grant funds as well as another contract for adult immunizations for \$182,000. Waiting to use these funds has put us \$111,000 ahead at this point.

Debbie Redford pointed out that it was a good plan to hold grant funds until now.

Robert Griffith said that if we continue to have a large cash balance that we need to use it for capital expenses. Hugo said we will look at new vehicles after July or August.

Laurie Hayes stated that the telephone is still running high. Hugo said we are looking at this and that we have had to add extensions for Covid.

Disbursements Reports – Laurie Hayes said receivables are looking much better.

Motion to approve May 2021 financial report, disbursements and accounts receivable by Laurie Hates and seconded by Beth Huddleston. Motion passes unanimously

Beth Huddleston asked if we still are paying for Branson Meadows Mall space. Lisa said we will continue to use the facility through August for back to school shots and staff meetings.

Director's Report

Presented by Lisa Marshall

Covid 19 Update

Southwest Missouri is getting much attention due to Covid. Cox Health and Mercy have both been on the news this past week for increased Covid patients. Our numbers are increasing. Our staff still handles Covid response through tele-task.

Variants are being reported in Taney County. A portion of tests are being tested for variants and we are seeing waste water increases for the variants. The vaccines are reported to be 80% effective for Delta strain. The state tests for variants and we cannot let clients know if they carry the variant.

Robert Griffith asked about Delta variant severity. Kathryn Metzger reported that Delta is much more contagious and early reports coming from the UK also indicate that it may be more dangerous.

We still have Moderna vaccine in our freezer. We are seeing quite a bit of vaccine hesitancy in Taney County, reported Pam Priest. We no longer have Pfizer due to the difficulty of storage. Debbie Redford asked about the residents that have had only one shot.

Tiffany Steven reported we call those resident at least 3-5 times each to make sure we cannot get them scheduled for a vaccine. We contact people 3-5 times after they do not show for their first or second dose of vaccine.

Lisa said we can scale up or down as needed or requested by the public. Lisa also reported that we are reaching out to area businesses to see if they are interested in a vaccine clinic on site.

Pam Priest reported that we are offering our other Health Department services and trying to get back to our normal operations.

Debbie Redford said that people have a heightened awareness of what the Health Department does. Lisa said we have an opportunity to let the community know what else the Health Department can do.

Beth Huddleston asked how the local government will respond if the Covid numbers see a large increase. Lisa responded that the local government probably would not move backward on restrictions.

Kathryn said we have received many calls from tourists asking about masks and the Delta variants. Lisa said we have been in communication with the Branson Chamber to let them know the numbers and potential media coverage.

PHAB Update

Tiffany Stevens reported that we are in the 2nd review of the 12 domains. Lisa will approve the application tomorrow. We are close to uploading documents and have 8 weeks after being approved to upload.

Lisa reported that we are beginning to work on our strategic plan for TCHD. We met with all staff yesterday to discuss the plan.

Our 7 priorities are:

1. Host Community Conversations- Engage the citizen of our community to address both direct and indirect health issues.
2. Cross-functional Collaboration – Nurture our strong culture by cross functional collaboration across departments.
3. Community Thought Leader – Become a thought leader in the Taney County community to address direct and indirect health challenges and opportunities.
4. Marketing – Build a marketing system to promote the work we do for the community to both citizens and community partners.
5. Metrics – Establish metrics to track both internal and community key performance indicators (KPI's)
6. Staff Support for recovery. This may become our #1 priority.
7. Community health priority will be added

Debbie Redford asked about the community health priority we had started with Hollister. Lisa said we had some staff turnover and we will look at how we will re-engage with Culture of Health.

Robert Griffith said maybe the 7th point of the plan could be implementation of #1 and #2. He indicated that 7 is a lot to tackle.

Lisa explained that some of these were in place already before Covid and that we will move forward with this and submit our Strategic Plan to PHAB.

Clinical Update

Pam said we spent the week of Memorial Day reviewing procedures and teaching staff how to do public health since we had so many new people that have started during Covid time. We are opening up gradually and planning school shots and taking care of the rise in STD's in the community. We have a new nurse starting Monday and another position open.

WIC Update

Lisa reported for Tammy Drake that WIC is working on World Breast Feeding Week. This is a very popular event with over 100 people in attendance in 2019. WIC has increased fruits and veggies allotment to \$35 a month.

Community Outreach

Community Outreach is back on the radio and talking about health issues.

Lisa presented the TCHD quarterly report to the Taney County Commissioners. Brandon Williams, thanked Lisa for her presentation.

Unfinished Business

Board Meeting date & time. -This will be tabled until next meeting to allow time for additional research.

New Business

Moving October Board meeting

Lisa requested that we move the October board meeting from 10-28-2021 to 10-21-2021. This will allow TCHD to give staff plenty of time to do benefits open enrollment.

Laurie Hayes motioned to approve the change and was seconded by Debbie Redford. Motion passes unanimously.

Staffing Plan revisions

Lisa and Tiffany reported that we had some temporary staff we would like to retain; 2 temporary public health nurse and 1 temporary clerk for 6 months. This is needed due to the work that Covid 19 and will continue (with numbers raising) to bring out staff. This will allow TCHD to open back clinical services and to keep other divisions doing to continue their normal operations. We are not asking for more money and will use Covid funds for this. Will still will use PRN's as needed.

Debbie Redford motioned to accept the plan and Laurie Hayes and Beth Huddleston both seconded. Motion passes unanimously.

Debbie Redford asked about the status of the Community outreach bi-lingual position. Lisa stated that the position description is being revised and we will post for the position soon.

Code of Ethics resolution

This is a system we have in place for conflict of interest. No changes have been made to the document, except the date. Last updated in 2019. The board will need to sign the document before we can submit it. . It is due in July of 2021.

Debbie Redford motioned to accept the plan and Beth Huddleston seconded. Motion passes unanimously.

Board member resignation – Wayne Dietrich is resigning as a board member. A resignation letter was received and accepted by Robert Griffith.

Debbie Redford motioned to accept the resignation of Mr. Dietrich and Laurie Hayes seconded. Motion passes unanimously.

Program Reports

Kathryn reported we have a new Environmental Health specialist starting Monday

Congratulations to Leslie Stricklin for the Employee of the Quarter.

Announcements

Next Board Meeting is July 22, 2021 @ 2:30 pm

Laurie Hayes has been appointed as State Director of Lodging. She is asking for a revision of state lodging code which is 20 years old.

Laurie Hayes also was able to get the no smoking of marijuana in hotel rooms passed.

Laurie Hayes stated that the county will be getting money Covid relief money and suggested TCHD has a plan in place. Lisa stated that we would take this into consideration.

Adjourn

Motion to adjourn at 4:14 PM by Laurie Hayes. Seconded by Debbie Redford. Motion carries unanimously.

Minutes prepared by Leslie Stricklin

Signed by _____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director

15479 US Hwy 160, Forsyth, MO 65653

(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
July 22, 2020
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> June 24, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> June 30, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update PHAB Update Community Health Assessment Military Friendly Workplace Award MOCPE Update	Lisa Marshall, Director
<u>Unfinished Business</u> Bylaws Update* Board Study Session*	Lisa Marshall, Director
<u>New Business</u> Preliminary Assessed Valuation* 2021 Strategic Plan* Employee Assistance Program* Bilingual Specialist Name and Level Change* Emergency Response Plan New Annex*	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, August 26, 2021, 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:
Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
July 22, 2021
2:30 pm

ATTENDANCE:

Debbie Redford, Secretary Treasurer - In person
Laurie Hayes, Member – In Person
Beth Huddleston, Member - In Person

EX-OFFICIO:

Lisa Marshall, Director – In person
Hugo Huacuz, Finance Division Manager - In Person
Tiffany Stevens, Human Resource Coordinator – On Zoom & In Person
Kathryn Metzger, EHS Manager – On Zoom

In person and Zoom meeting

Debbie Redford called regular meeting of Board of Trustees to order at 2:30 PM at the Taney County Health Department Branson location.

Motion to approve agenda as presented by Laurie seconded by Beth Huddleston. Motion passes unanimously.

Guests: None

Review of Minutes

Motion to approve minutes for June 2021 by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously

Changes to the minutes are: Change the word conservations to conversations. In the 7 priorities, it was suggested by Debbie Redford to change the word “thought” in the 3rd priority. Change Debbie’s comment to: “heightened awareness” indicating the publics knowledge of the Health Department.

Review of Financial Reports

Dates: June 2021

Financial report given by Hugo Huacuz.

We have utilized one of the grants, which has made the revenues higher this month. We have billed \$88,000 to insurance admin fees giving Covid shots. The financial team has been working hard collecting past due accounts.

Telephone bill is coming down due to the decrease of phone lines.

We still have 2 open positions, but they are already worked into the yearly budget.

Debbie Redford questioned if there is state money available for Covid if necessary. Lisa said we have been told we likely will get more money, but nothing is in writing.

Motion to approve June 2021 financial report, disbursements and accounts receivable by Beth Huddleston and seconded by Laurie Hayes. Motion passes unanimously

Director's Report

COVID-19 Update

39 new cases average in a day. 275 last week. We have doubled in one week. Our positivity rate is 19% per tested people.

Sewer shed results. Cooper Creek is 100% Delta variant. Compton Drive is 95% Delta and 5% regular Covid.

State numbers – 491 cases per 100,000 in TC. We are currently #1 in the state.

Current vaccine 31% started. 26% fully. We now have a MO incentive program. Vaccinated before July 21, 2021, vaccinated after July 21, 2021 and youth ages 12-18. There may be a local incentive by the DHSS of up to \$25 per person. This plan has not been finalized.

8 strike teams went out since our last board meeting. We have 9 clinics scheduled in August and 2 in September.

Lisa said we are increasing our vaccine information and communication on social media, newspapers and to the public. . Laurie Hayes said that people have asked for a Lisa Marshall video update.

We have removed our Covid report on our website and have installed a link to the state website to see the current Covid numbers.

Laurie said that the Vacation Channel offered TV time for Covid information.

The chamber board will publish Governor Parsons suggestion for the people of Missouri to become vaccinated.

Laurie Hayes reported that the State Chamber has an award for the number of vaccinated participants and suggested we take this to the local level.

Lisa suggested we go back to virtual meetings for the time being, due to the increase of Covid in our county.

Community Health Assessment

Lisa Marshall reported that the Community Health Assessment will link to our strategic plan. We have included culture questions as well as questions we have used in the past.

Military Friendly Workplace Award

Ericka Logsdon has received this award. This is a military award for people on deployment to nominate their employer. This is the second time we have received this award

MOCPE Update

Missouri Center for Public Health Excellence.

We are a member of this and we receive great value from this organization, reported Lisa Marshall. Donald Kauerauf will be Missouri's next health director and will start Sept 1. This organization helps with ways to improve public health systems, such as a regional epidemiologist might help several health departments in one area.

PHAB

PHAB is in the process of uploading documents. We are 90% complete and will finish next week.
Report given by Tiffany Stevens in person.

Unfinished Business

Bylaws Update – Lisa spoke to the state health department and they said we do not have to have the time or date. We did add the virtual meeting option.

Beth Huddleston moved to accept the changes to the wording in the by-laws. Laurie Hayes seconded the motion. Motion passes unanimously.

Board Study Session – The potential date for the board study session is August 12, 2021. The session will be via Zoom and will likely take place in the morning. Debbie Redford asked if the board could learn of the best way to support the staff. Laurie Hayes suggested that board members attend the monthly staff meetings to make themselves known to the staff. Laurie Hayes asked that they also study the strategic plan for the board to have input.

New Business

Preliminary Assessed Valuation*

The initial report indicates we will have an increase for our tax liability. Hugo said that he feels the increase will be around \$60,000.

2021 Strategic Plan*

We have taken the 7 priorities and created the goals and objectives of each. We have to submit this to PHAB.

We are using a less prescriptive plan to try to incorporate more staff into the discussions and planning.

Employee Assistance Program*

Tiffany Stevens reported that the staff has some residual effects from serving the community during Covid.

The insurance company said we can add an employee assistance program for \$18.20 per month for our organization.

Laurie Hayes moved to approve that they add the employee assistance program. Beth seconded the motion. The motion passes unanimously.

Bilingual Specialist Name and Level Change*

Tiffany said we need bilingual outreach specialist and liaison. The position needs to be in the community, not tied to a desk.

Tiffany reported that we want to move the position from level 2 to level 5. This will increase the salary requirements. This will be a bachelor's degree position. We would like to make this a 36

hour position. Hugo commented that the person hired needs to know Spanish and the culture of the community.

Laurie Hayes moved that we change the position to a Level 5. Beth Huddleston seconded the motion. The motion passes unanimously.

Also proposed by Tiffany Stevens is the 32 hour health educator position. Beth Huddleston motioned that we add the position and Laurie Hayes seconded. The motion passes unanimously.

Emergency Response Plan New Annex*

Lisa Marshall reported that we have a response plan for how TCHD will handle COVID-19 investigations including isolation and quarantines. This is required for our contract grant. The plan explains what the action plan is for people who disobey quarantine and isolation orders. People will continue to isolate in their own home. We have not had to use legal means to make this happen during the pandemic. This plan would enforce if there were a violation of orders. It would be a misdemeanor under state law not to follow the Health Department's order of quarantine or isolation. . This would be done by local law enforcement. The decision to accept has been tabled and will be discussed via e-mail.

Division Reports

Written reports given and read.

Questions

Announcements

Next Board Meeting is August 26, 2021 at 2:30pm

Adjourn

Motion to adjourn at 4:00 pm by Beth Huddleston and seconded by Laurie Hayes. Motion carries unanimously.

Minutes prepared by Leslie Stricklin

Signed by_____

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
August 26, 2021
2:30 pm

Public Hearing regarding 2021 Assessed Valuation	Robert Griffith, Chair
Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> July 22, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> July 1-31, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update WIC Updates COAG Grant Elevator Status Clinical Update Marketing Staffing Update Community Health Assessment Environmental Health Update	Lisa Marshall, Director
<u>Unfinished Business</u> Assessed Valuation	Robert Griffith, Chair
<u>New Business</u> FEMA COVID Kit Project AC Units	Robert Griffith, Chair
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Board Study Session, September 8, 2021, 2pm-4pm Next Board Meeting, September 23, 2021, 2:30	
Adjourn	
<u>News Media Contact for Open Meeting Notice:</u> Lisa Marshall, Director 15479 US Hwy 160, Forsyth, MO 65653 (417) 546-4725	



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
August 26, 2021
2:30 PM

ATTENDANCE: Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

Meeting Via ZOOM

Dr. Robert Griffith called the regular meeting of Board of Trustees to order at 2:37 PM via ZOOM.

Motion to approve agenda as presented by Beth Huddleston. Seconded by Laurie Hayes. Motion passes unanimously.

Review of Minutes from July 22, 2021

Motion to approve minutes for July 22, 2021, by Laurie Hayes. Seconded by Debbie Redford. Motion passes unanimously.

Review of Financial Reports

Dates: July 2021

Current assets - \$3,004,988

Total assets - \$5,146,001

Current liabilities - \$136,051

Total liabilities - \$862,739

Total equity - \$4,283,266

Total liabilities and equity - \$5,146,001

The financial team has collected over \$100,000 in insurance payments in the month of July.

Debbie Redford questioned the over \$500,000 additional funds to Covid. Hugo explained that the number is year-to-date and that the funds are reimbursable. Lisa said we have received grant dollars to use, and we also have grants to apply for as well. Laurie Hayes said that she had reached out to several lodging facilities that owe money. Lisa reported that we will be sending out statements on a regular basis.

Motion to approve July 2021 financial report, disbursements, and accounts receivable by Laurie Hayes. Seconded by Debbie Redford. Motion passes unanimously.

Director's Report by Lisa Marshall

COVID-19 Update

Lisa reported that we have had 107 cases per 7 rolling days. The state is seeing 10.5% positive tests of tests given. Cox reported they have a 20% positive test rate. We have tested 70 people in August, 2021 and 30% were positive. 36.6% people in Taney County have started the vaccine. 32.2% have completed the series. Vaccines are available at most area pharmacies. We are winding down strike teams due to demand and our desire to get back to normal operation. The FDA has

approved Pfizer for all people aged 12 and up. Pfizer has suggested a 3rd dose for immunocompromised 28 days after their 2nd dose. We have not given any 3rd doses to this population. Pfizer has suggested a 3rd booster dose for all vaccinated people 8 months after 2nd dose. We do anticipate that we will be back in clinic mode. We will hold onto the vaccine site at Branson Meadows Mall. We will try and not disrupt our normal TCHD operation with these added clinics. Area schools do not have mask requirements and are being impacted with Delta variant. Dr. Griffith asked what the percentage of Delta variant is in our county. Lisa said our sewer shed is nearly 100% Delta variant. The Delta variant is reported that an infected person infects 5-8 people. The Alpha variant Covid is reported that an infected person infects 1-2 people. We are starting to see a small decline in cases.

We have 2-4 weeks to plan for the 3rd dose of Pfizer and future Covid shot clinics.

Lisa also reported that Tiffany Stevens and her PHAB team did a fantastic job getting this completed

WIC Updates – by Tammy Drake. The budget has been approved for our breast-feeding peer counselor and breast-feeding support. Lisa commented that the Mom Pod is available for events. The Mom-Pod is a space for people to feed or take care of their babies in an enclosed area. It was used at last year's Grape Festival and was popular with caregivers.

COAG Grant – We received a notice in December of 2020 that there were additional funds of \$81,000 that we should get soon. We have signed the contract and are waiting for the funds. This will help fund Covid efforts.

Elevator Status – Hugo reported on the elevator inspection. Hugo reported that we had our annual inspection, and it did not pass. The inspectors said we need additional work on the base of the elevator. There is wear on the hydraulic columns. This is a maintenance item at this point. It needs to be re-painted, re-sealed and given water protection. We do not have a price yet.

Clinical Update – by Pam Priest. Pam reported that clinical is busy doing back to school shots. Our new staff is doing awesome. We have 1 more new hire starting on Tuesday, August 31, 2021. New hires are from our PRN pool, and we will need to find more PRNs before the next scheduled clinics. We had a state inspection to be sure we are following covid rules and we passed with flying colors. Debbie Redford said kudos to team!

Marketing – We now have a WIC ad on a billboard north of town by Native Signs. We will use this form of advertising for upcoming clinics and TCHD events.

Staffing Update - Many PRNs are now our full-time nurses. Omar Perez-Rivera will be the new English/Spanish bilingual liaison on the Community Outreach team after he finishes his summer pool position with the environmental team. Lindsay Lawver will remain in a temporary position with the Covid team until the end of the year.

We will need new PRNs for the upcoming clinics. We will continue to lean on technology for Covid as much as possible.

We will probably see clinics for the 3rd dose of vaccine beginning in October and run through January 2022.

We have need for an additional person in the accounting department, especially with the Covid billing for vaccines. There are funds available for the uninsured people, but we have not had the manpower to explore this. Sherrie Nievar is our new Community Health Educator, replacing Patricia Civiello. We still have 1 public health nurse position and 1 temporary public health nurse position available. Hugo said we have funds for the additional staff.

Lisa reported that there is a Missouri State vaccine incentive program for the local public health agencies. We have the option to participate in program. We would give gift cards of \$100 or 2 \$50 gift cards. Only health departments are eligible for this program. There are still a lot of unanswered questions. We will reach out to area health departments to see what they are thinking. We will ask our board to vote on this once more information is available.

Community Health Assessment – Kathryn Metzger reported that we have started drafting surveys for the public and that the team is working on town meetings for the future.

Environmental Health Update – Kathryn reported that we are fully operational except for the most recent person hired. We have 3 fully trained employees in lodging full time. The lodging fail for inspections is high this year. We are having to go multiple times to some sites. Laurie Hayes stated that she is reminding people to schedule their inspections soon.

Unfinished Business-

Assessed Valuation – Our new rate will be .1332 which will increase our revenue by 1.4%. Motion to approve the assessed valuation was given by Laurie Hayes and seconded by Debbie Redford. Motion passed unanimously.

New Business

FEMA COVID Kit Project – We were contacted by a representative that works with other health departments. There are kits available that have masks, hand sanitizer, wipes and covid information. Cole and Jefferson counties have bought and dispersed these kits. They have mailed one to every resident in their county. We would like to have them at the health department and then hand them out. They are reimbursable but we have not spoken to FEMA about this as of yet. If it is not reimbursable, we will not purchase them.

AC Units – Lisa said thank you to the board for the new AC unit. It has helped a great deal to cool the environmental side of the building. The attic one on the environmental side also needs to be replaced. The old ones were installed in 2014. Laurie Hayes motioned that we replace the old unit with the C & B unit. Debbie Redford seconded the motion. Motion passed unanimously.

Performance Management

Lisa said we are looking at some performance management soft wear. We will be able to have our team use the soft wear. It will be very beneficial.

Laurie Hayes, Debbie Redford and Dr. Griffith will not be able to attend the next board meeting on September 23, 2021. We will move meeting to September 30, 2021.

Board Study Session, September 8, 2021, 2pm-4pm

Next Board Meeting is September 30, 2021, 2:30

Adjourn

Motion to adjourn at 3:45 PM by Laurie Hayes. Seconded by Beth Huddleston. Motion passes unanimously.

Minutes prepared by Leslie Stricklin

Signed by_____



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
September 30, 2021
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> August 26, 2021 September 8, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> August 31, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Update Community Health Assessment Building Update Performance Management Annual Jurisdiction Contracts	Lisa Marshall, Director
<u>Unfinished Business</u> Local Vaccine Incentive Program FEMA COVID Kits Staffing Plan Change	Robert Griffith, Chair
<u>New Business</u> Mission & Vision Statements	Robert Griffith, Chair
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, October 21, 2021, 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
09/30/2021
2:30 pm

ATTENDANCE: Dr. Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

Dr. Robert Griffith called the regular meeting of Board of Trustees to order at 2:32 PM via ZOOM.

Motion to approve agenda as presented by Laurie Hayes. Seconded by Beth Huddleston. Motion passes unanimously.

Review of minutes from August 26, 2021

August 26, 2021, corrections to the minutes: Correct spelling of the word "soft wear".

Motion to approve minutes from August 26, 2021, by Laurie Hayes. Seconded by Debbie Redford. Motion passes unanimously.

Review of minutes from September 8, 2021

September 8, 2021, corrections to the minutes: The next board meeting will be September 30th, not the 21st.

Motion to approve minutes from August 26, 2021, by Laurie Hayes. Seconded by Beth Huddleston.
Motion passes unanimously

Review of Financial Reports

Hugo Huacuz, COO

Dates: August 2021

Current assets - \$3,003,707

Total assets - \$5,167,703

Current liabilities - \$145,503

Total liabilities - \$866,218

Total equity - \$4,301,464

Total liabilities and equity - \$5,167,703

Hugo Huacuz reported that he made a comparison of the last 3 years of financials. He said the years are comparable. He said this is a good trend and that we are in a good position for the 4th quarter. Debbie Redford asked how some hotels are over 500 days behind in payment and have managed to stay open and in business. Hugo said they are working with the city of Branson and the State on this matter. Lisa Marshall reported that we have a renewed focus on getting these fees paid this year. Motion to approve July 2021 financial report, disbursements, and accounts receivable by Laurie Hayes. Seconded by Beth Huddleston. Motion passes unanimously.

Director's Report

Lisa Marshall, Director

COVID-19 Update

Our peak of the 2nd wave of Covid was July 13th, 2021. September 16th through September 27th saw an average of 9 new cases each day.

The positive rate is 7.6 for those tested in our county. The number of Covid patients in area hospitals is declining.

We have 100% Delta variant in the sewer shed. The state sewer shed is also around 100% Delta.

COVID Vaccine Update

We are preparing for our 3rd dose clinics. We are working through a new system for making appointments, which is Patagonia. The first clinic is scheduled on October 12th. We want to be able continue with our normal day to day operations.

Clinics will be held Tuesdays and Thursdays 9-1 pm. We will have people register on the web site.

Friday, October 8, 2021, we will have a mock clinic for our employees so we can practice with the new registration system.

We still have a few requests for 1st and 2nd doses, but area pharmacies are also offering the vaccine.

Community Health Assessment

We are postponing this until 2022 so we can focus on Covid vaccinations. We will be within the timeframe required.

Building Update

Hugo Huacuz reported that the elevator repair will be taken care of through the normal maintenance process. The cost will not be over \$5000.

Hugo also reported that the roof in Branson needs repair or replacement. At the last rain, we had a leak in one of the offices. We are having the roof inspected.

Performance Management

We have selected VMSG as our soft wear for Performance Management. Our entire organization can use this. It will add accountability for our strategic plan. The leadership team will begin to use the program and we will add staff later.

Annual Jurisdiction Contracts

It is time for the annual renewals of our jurisdictional contracts with Hollister and Branson.

Unfinished Business

Local Vaccine Incentive Program

Dr. Robert Griffith, Chair

Lisa Marshall reported that after much discussion we have decided it is not a good option for the Health Department. We don't have enough staff to implement this program. Stone County also chose to not offer the incentive plan.

FEMA COVID Kits

We discussed last month. Kathryn Metzger did some research and found that FEMA will not reimburse the kits. We will not implement this at this time.

Staffing Plan Change

We have 7 temp positions that were voted on via e-mail. Laurie Hayes motioned that we accept the changes. Debbie Redford seconded the motion. The motion passes unanimously.

Lisa Marshall said we will advertise for these soon.

New Business

Robert Griffith, Chair

Mission & Vision Statements

Lisa Marshall said we have worked on our vision and mission statements. Laurie Hayes offered help with them as well. Dr. Griffith said the work study session had much discussion about the wording of each.

Lisa Marshall said we have held onto the word "caring" in our values, and we will present it to the staff at the October 14th staff meeting.

Dr. Griffith said to present it to the staff first, then we will have a vote.

Staff meeting will be at Empire Park in Forsyth, with team meetings, team building and lunch at 12:30pm.

Lisa Marshall invited all board members to join the staff. Debbie Redford reported that she had attended the last staff meeting and enjoyed listening to the various groups.

Board Members will pick up staff directories in the office at their convenience.

Division Reports

Division Managers

Performance Management

Lisa Marshall met the new state health director, Dr. Kaueroff. He came from the state of Illinois. She was able to share a little about our county with him.

Debbie Redford complimented Christiana Argilagos for organizing the lakes area shore clean up. Erica Logsdon and Laura Jahn also were commended for their stream sampling interview with Branson Trilakes News.

Announcements

Next Board Meeting, October 21, 2021, 2:30pm via zoom

There was a motion to adjourn at 3:24pm by Laurie Hayes and seconded by Debbie Redford. Motion passes unanimously.

Submitted by Leslie Stricklin



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
October 21 , 2021
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> September 30, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> September 30, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update COVID Vaccine Clinics Staffing Update Environmental Health Update Annual Jurisdiction Contracts Missouri Foundation for Health Grant Facility Update	Lisa Marshall, Director
<u>Unfinished Business</u> Mission and Vision Statement	Robert Griffith, Chair
<u>New Business</u> Annual Health Insurance Recommendations November Board Meeting	Robert Griffith, Chair
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, November 25, 2021, 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:
Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
October 21, 2021
2:30 pm

ATTENDANCE: Dr. Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammy Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

In Person Meeting

Dr. Griffith called the regular meeting of Board of Trustees to order at 2:34 PM at the Taney County Health Department, Branson location.

Motion to approve agenda as presented by Beth Huddleston and seconded by Laurie Hayes. Motion passes unanimously.

Review of Minutes

Motion to approve minutes for September 2021 by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

Review of Financial Reports

Financial Reports for September 30, 2021

Current Assets \$3,095,486
Total Assets \$5,250,422
Current Liabilities \$120,633
Total Liabilities \$835,370
Total Liabilities and Equity \$5,250,422

Hugo Huacuz reported that we have 90 days to submit billing for vaccine clinics. 30 days is the average for reimbursements to come back to the Health Department.
We have not had many capital expenditures in the past 2 years.
Our reserve cash balance is good, and we may need to order new cars soon.

Dr. Griffith said the cash balance is high and we may want to consider paying debt. We owe \$132,000 at which we pay \$6000 a month. Hugo reported that 4.5% is the current interest rate and we have 2-3 years remaining of payments. We have 3 accounts that are overdue by more than 500 days.

Motion to approve financial report, disbursements, and accounts receivables by Laurie Hayes and seconded by Debbie Redford. Motion passes unanimously.

Director's Report

COVID-19 Update

Lisa Marshall reported that we have about 4 positive PCR tests a day and about 2 positive antigen tests per day. The State of Missouri reported that Taney County has a 3.3% positivity rate. Cox Hospital had 44 hospitalized in the entire system as of Tuesday, 10-19-21.

Moderna and Janssen vaccines have been approved for the booster or 3rd shot. We are waiting to hear from the state on being able to give alternate vaccines.

Clinics for ages 5-11 might be held in November. We may split a tray of vaccine with another county.

COVID Vaccine Clinics

4 clinics have been held so far. We have given around 450 shots of 3rd dose vaccine.

Staffing Update

We have 7 temporary positions available. 2 have been filled and we will wait for now until we see a bigger need at our clinics.

Tiffany Stevens reported that we have had 3 administrative clerks leave recently. We have filled one position from within the staff and we have hired 2 more that will start in November. We still have one 36-hour clerk position open. 1 new nurse will start next week.

Environmental Health Update

Lisa Marshall gave an update about a property in Branson.

Last Wednesday, October 13, 2021, it was reported by our health inspectors that there was a problem at a property in Branson. Kathryn Metzger went to the site on Thursday. The property needed to be closed. They spoke to the owner and he agreed to close the facility. The State Health Department came to assist with the process of closing the facility. The owner told the residents over the weekend that the facility would close. The owner reported that there were 20 rooms occupied and that 4 children were living on site.

Upon investigation, it was determined that at least 17 children were present and many more residents. We alerted community partners on Friday about the possibility of a closure. All residents had been re-located by 4 pm on Monday, October 18th. We posted the notice at the property on Monday. We met with community partners about this process. We have had to close 2 properties in the past 6 years at TCHD. Lisa asked how we might be able to prevent this from happening in the future? The owner had tried to make repairs, but they were not up to code. There also was a pest problem.

Laurie Hayes said the state may put extended stays in their own category, then we could enforce it better on a local level.

Annual Jurisdiction Contracts

Lisa Marshall reported that she presented the annual environmental contracts to the Branson Chamber and Branson City Council. Lisa also will present to the Hollister City Council.

Missouri Foundation for Health Grant

The Missouri Health Grant was submitted last week. These funds will be used to support the bi-lingual position and help with community events that support the local Hispanic population. The \$400,000 grant is for 3 years.

Facility Update

Hugo Huacuz reported that he contacted the insurance company about the roof in Branson. The roof inspector said we will need to replace the roof. The new carport will not need to be replaced. The current roof was installed in 2008. We will start the bidding process for a new roof once we hear from the insurance company.

Laurie Hayes suggested that we consider having a restoration company come to see if there is any water damage where the water was coming into the building.

Unfinished Business

The TCHD Mission and Vision Statement was presented to the staff. The staff agreed to the new wording and the new statement will be used. The words "To be seen" were changed to the word "recognized". Motion to approve the Mission & Vision Statement was made by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

New Business

Annual health insurance recommendations were presented by Tiffany Stevens.

There has been an 1.53 % increase for the 2022 health insurance.

Dental insurance had a 7% increase. Dental insurance is employee paid.

Motion to approve the new insurance rate was made by Laurie Hayes and seconded by Debbie Redford.

The motion passes unanimously.

November Board Meeting will be moved to November 18th at 2:30pm due to Thanksgiving on November 25, 2021.

Motion to approve the date change of the next board meeting to November 18, 2021 by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Elections will be held in March, 2022. Around Dec 17, 2021, we will be able to file for the 3 positions available. Beth Huddleston, Debbie Redford and Dr. Griffith's positions are coming to the end of their terms. The 3 positions available are for a 4 year term.

Announcements

Next Board Meeting will be November 18, 2021 at 2:30 pm.

Adjourn

Motion to adjourn at 3:47 PM by Laurie Hayes and seconded by Debbie Redford. _____. The motion passes unanimously.

Minutes prepared by Leslie Stricklin



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
November 18, 2021
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> October 21, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> October 31, 2021 Financial Reports Disbursements Review Board Filing	Hugo Huacuz, COO
<u>Director's Report</u> VMSG Update COVID-19 Update ELC-ED Contract 2022 Jurisdictional Contracts Housing Workgroup WIC Update	Lisa Marshall, Director
<u>Unfinished Business</u>	Lisa Marshall, Director
<u>New Business</u> Draft 2022 Budget Draft 2022 Staffing Plan Proposed Capital Expense – FCB 2008 Certificate of Participation City of Branson 2022 Contract Renewal December Meeting Date	Lisa Marshall, Director
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, December 23, 2021, 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:
Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
November 18, 2021
2:30 pm

ATTENDANCE: Dr. Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Laurie Hayes, Member
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammy Drake, WIC Division Manager

Virtual meeting conducted via Zoom

Call to Order

Dr. Griffith called the regular meeting of Board of Trustees to order at 2:31 PM.

Review of Agenda

Motion to approve agenda as presented by Debbie Redford and seconded by Beth Huddleston. Motion passes unanimously.

Review of Minutes

Motion to approve minutes for October 2021 by Laurie Hayes and seconded by Beth Huddleston. Motion passes unanimously.

Review of Financial Reports

Financial Reports for October 2021

- YTD revenues are \$394,371 greater than budgeted
- YTD expenditures are \$95,342 less than budgeted
- At the end of October 2021, the financials reflect a \$204,575 positive net position
- Cash balanced increased \$382,326 as compared to 2019 and increased \$388,541 compared to 2020

Director's Report

VMSG Dashboard Presentation

Kayla Klein presented the new performance management platform – the VMSG Dashboard. VMSG is an acronym for vision, mission, services, and goals. The program can generate reports for the department's

strategic plan, can provide external reports to the public, and provides the ability for data visualization. Department staff can also be assigned tasks via the program and the progress of the tasks can be tracked.

COVID-19 Update

Lisa Marshall reported that we average about 3 new COVID-19 cases per day per the state website. Lisa Marshall reported that the CEO of Cox, Steve Edwards, tweeted that Cox has seen an increase in the number of antibody treatments being performed. Lisa also reported that counties in Missouri have been reporting upticks in the number of COVID-19 cases.

COVID Vaccine Clinics

Booster dose clinics have been held on Tuesdays and Thursdays for the past several weeks but the number of attendees has dwindled. The clinics alternate between Moderna and Pfizer. The first clinic for children ages 5-11 will be held at the Branson location on 11/19/2021. We will likely try to provide more clinics for children in the future if there is a demand for them.

ELC-ED Contract

Received a new 2-year contract from the MO DHSS for COVID expenses. The amount is \$443,000 and will contribute largely to staffing and supplies at this time.

Annual Jurisdiction Contracts

Lisa Marshall reported that she presented the annual environmental contracts to the City of Hollister and the Branson City Council. Lisa reported that she has not heard back from the City of Branson. Lisa presented to the City of Hollister.

Housing Workgroup

A housing work group, called OMC Cares, helps provide social support needs when there is a displacement of families. The department has acquired a list of individuals (and their provided services) to contact in the possible event of displacement of families. The individuals can be contacted quickly via Teletask.

WIC Update

Tammy Drake reported that starting in June of 2022 WIC will be part of the Farmer's Market Nutrition Program and that participating families will receive a coupon booklet.

New Business

Draft 2022 Budget

In 2022, the department will have at least \$500,000 in revenue with the COAG and the ELC-ED contracts contributing significantly. An additional \$2,000 was added to the election budget cost and is now \$12,000.

Staffing Plan

The board was informed that there will be an opening for an accountant at the department. The current accountant position has been part time. The department requested to change the part time status to a full-time status.

The department would like to promote a person internally to the position of Community Outreach Coordinator. This position would continue to maintain their current position.

The department would like to create a new position for a data analyst/epidemiologist to ensure that the department is collecting the necessary data and that the gathered data can be utilized and studied.

Motion by Debbie Redford to approve the 2022 Staffing Plan as presented and seconded by Beth Huddleston. Motion passes unanimously.

Proposed Capital Expense

The department proposed to pay off the Branson office building. The department has two years to pay off the building and it would cost \$120,273.52 to do so. Hugo informed the board that \$12,000 would be saved in interest if the building were to be paid off now. Motion by Debbie Redford to pay off the Branson building and seconded by Beth Huddleston. Motion passes unanimously.

City of Branson Contract Renewal

Lisa Marshall has not heard back from the City of Branson regarding next year's contract. The board had voted via email that they would accept a reduced contract amount for 2022 if the amount can return to the amount that it had been in. Motion by Beth Huddleston to accept the reduced contract amount from the City of Branson for the year 2022 if the original funding amount is granted for the year 2023 and seconded by Laurie Hayes. Motion passes unanimously.

Elections will occur in 2022 for three positions on the board. Residents can file for the positions beginning on December 7th at 8 AM in Forsyth.

The December board meeting will be moved to December 21st at 2:30pm.

Division Reports

There were no division report questions or comments.

Announcements

Next Board Meeting will be December 21, 2021 at 2:30 pm.

Adjourn

Motion to adjourn at 3:32 PM by Laurie Hayes and seconded by Beth Huddleston. The motion passes unanimously.

Minutes prepared by Lindsay Lawver



AGENDA

Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
December 21, 2021
2:30 pm

Call to order	Robert Griffith, Chair
Approve Agenda	Robert Griffith, Chair
Introduction of Guests	Lisa Marshall, Director
<u>Review of minutes</u> November 18, 2021	Robert Griffith, Chair
<u>Review of Financial Reports</u> November 30, 2021 Financial Reports Disbursements Review	Hugo Huacuz, COO
<u>Director's Report</u> COVID-19 Update 2022 Jurisdictional Contracts Attorney General Discussion CID Representation Hollister Chamber of Commerce Statewide Health Disparities Initiative Operations Update	Lisa Marshall, Director
<u>Unfinished Business</u>	Robert Griffith, Chair
<u>New Business</u> Liability and Property Insurance Workman's Compensation Policy 2022 Budget 2022 Staffing Update	Robert Griffith, Chair
<u>Division Reports</u> Performance Management Questions?	Division Managers
<u>Announcements</u> Next Board Meeting, January 27, 2022, 2:30	
Adjourn	

News Media Contact for Open Meeting Notice:

Lisa Marshall, Director
15479 US Hwy 160, Forsyth, MO 65653
(417) 546-4725



Taney County Health Department
Board of Trustees Meeting
320 Rinehart Road, Branson, Missouri
December 21, 2021
2:30 pm

ATTENDANCE: Robert Griffith, Chair
Debbie Redford, Secretary Treasurer
Beth Huddleston, Member

EX-OFFICIO: Lisa Marshall, Director
Hugo Huacuz, Finance Division Manager
Tiffany Stevens, Human Resource Coordinator
Pam Priest, Clinical Division Manager
Tammie Drake, WIC Division Manager
Kathryn Metzger, EHS Manager

In Person Meeting

Dr. R Griffith called the regular meeting of Board of Trustees to order at 2:33PM at the Taney County Health Department, Branson location.

Motion to approve agenda as presented by Debbie Redford and seconded by Beth Huddleston. The motion passes unanimously.

Guests: Mercy Griffith, daughter of Dr. Griffith

Review of Minutes from November 2021

Motion to approve minutes for November 18, 2021, by Beth Huddleston and seconded by Debbie Redford. The motion passes unanimously.

Review of Financial Report by Hugo Huacuz

Current Assets \$2,858,174
Total Assets \$5,013,170
Current Liabilities \$105,010
Total Liabilities \$687,516
Total Liabilities and Equity \$5,013,170

Hugo Huacuz reported that TCHD will finish the year in good financial standing. We were able to pay off a building loan in the amount of \$120,242.52 in November which will decrease our cash balance. Hugo discussed that TCHD will present a capital improvement plan early in 2022 for replacement of some older cars in our fleet. Hugo also reported that all outstanding accounts will be contacted for payment of their balances. The total outstanding amount owed is \$11,850.02. These accounts are over 120 days past due.

Motion to approve the November 2021 financial report, disbursements, and accounts receivable by Debbie Redford and seconded by Beth Huddleston. The motion passes unanimously.

Director's Report by Lisa Marshall

COVID-19 Update

Lisa Marshall reported that we have seen an increase of positive covid cases toward the end of November. Currently we are seeing an average of 15 positive tests a day. We are expecting this to increase with the holiday season. Cox Hospital is reporting an 18% positive testing rate.

We continue to have covid vaccine clinics on most Tuesdays and Thursdays, 9:00am to 1:00pm, at our Branson Meadows Mall location. We will not have clinics during the holidays but will start again in January 2022. We plan to keep the off-site location as long as necessary.

We have held 2 children's clinics in our Branson office.

We are continuing with in-office covid testing 5 days a week.

Our sewer shed is still showing 100% Delta variant. We expect this to change with the current surge of Omicron variant.

Currently the vaccine rate in Taney County is 39% completely vaccinated and 44% with one dose.

2022 Jurisdictional Contracts

There are no changes to the 2022 Hollister contract. The City of Branson had a reduction of \$50,000 in funds given to us. Lisa Marshall met with Branson City Alderman. She told them we would accept this for 1 year only, after which we will reduce services provided to the city.

The Branson contract will end in 2022 and we will consider making changes appropriate for the next year.

Dr. Griffith will sign the contracts and TCHD will distribute them.

Attorney General Discussion about quarantine

Lisa Marshall reported that we have consulted an attorney for advice on how to proceed with the current quarantine issues. Lisa also met with the area school superintendents as well.

We will likely write new policies and procedures for communicable diseases and present them to the board.

Hollister Chamber of Commerce

Lisa Marshall has resigned from the Hollister Chamber of Commerce Board and Tiffany Stevens has filled the open position.

Statewide Health Disparities Initiative

We have applied for funding for a grant through the State Health Department. We have selected Covid 19 as the focus and have requested \$215,000. We would like to purchase a Sprinter van for mobile services in the community. We also would use some funds for staff training and the health assessment of the community.

Operations Update

TCHD will unlock our doors to the public beginning January 3, 2022.

Unfinished Business

None to report

New Business

Liability and Property Insurance

The renewal quote for property and general liability insurance has been received and it is less than what was expected. The amount of the new policy is \$30,435. The cost of the policy for 2021 was \$29,206.

The Workman's Compensation Policy has a modifier discount of .83 and is based on current salaries of employee. The 2022 policy will be \$16,353. The 2021 policy cost was \$16,786.

Motion to approve the renewal of these policies by Beth Huddleston and seconded by Debbie Redford. The motion passes unanimously.

2022 Budget

Two positions were added to the proposed budget for 2022. This will increase the budget to \$70,000 for these 2 positions.

We also have the election funds which may or may not be used in 2022.

Motion to approve the change of the 2022 budget by Debbie Redford and seconded by Beth Huddleston. The motion passes unanimously.

2022 Staffing Update

Lisa Marshall reported that with the current Covid 19 work, we would like to ask to continue 3 temporary positions into 2022 for an additional 6 months. These positions include 2 nurses and 1 admin clerk to help with Covid 19 efforts, including testing and vaccine clinics. We have grant funds to cover these positions.

Division Reports

Kathryn Metzger reported that the Environmental Division has seen an increase of violations.

Lodging is seeing many violations. We are being more pro-active with education to restaurants and lodging establishments. Many restaurants have reduced hours of service due to staffing shortages.

A report was given by Tiffany Stevens on our Health and Wellness program at TCHD. Debbie Redford asked how the program was received by employees and what the incentives were. Tiffany said that we have a staff participant level of 70% and that vacation hours were given as the incentive. 4 hours for 250 points by mid-year and 8 additional hours if the employee completed 500 points by the years end.

Announcements

Next Board Meeting is January 27, 2022, at 2:30PM

Adjourn

Motion to adjourn at 4:00PM by Beth Huddleston and seconded by Debbie Redford. The motion carries unanimously.

Minutes prepared by Leslie Stricklin