



Taney County Health Department  
Board of Trustees Meeting  
320 Rinehart Road, Branson, Missouri  
June 26, 2025  
2:30 PM

ATTENDANCE: Heather Burney, Chair (absent)  
Beth Huddleston, Vice-Chair  
Laurie Hayes, Secretary/Treasurer  
Debbie Redford, Member  
Jean Mueller, Member

EX-OFFICIO: Lisa Marshall, Director  
Tiffany Stevens, Health Operations Manager  
Erica Craig, Clinical Division Manager  
Tammy Drake, WIC Division Manager  
Kayla Klein, Community Outreach Division Manager  
Erica Logsdon, Environmental Health Division Manager  
Kendra Hutsell, Accountant  
Abbi Vachon, Executive Assistant

In Person Meeting

**Call to Order**

Vice-Chair, Beth Huddleston, called the regular meeting of the Board of Trustees to order at 2:31 p.m. at the Taney County Health Department, Branson location.

**Approval of Agenda**

Motion to approve agenda as presented by Laurie Hayes and seconded by Debbie Redford. There was no discussion. The motion passed.

**Guests:** Director, Lisa Marshall, introduced the guests: new Public Health Nurse, Aubrey Cheney; John Taylor from Elliott, Robinson & Company, LLP; and Glen Greenstone from Currier & Company Real Estate.

**Review of Minutes**

**5.22.2025 Board Minutes:** Motion to approve minutes for May 22, 2025 by Debbie Redford and seconded by Laurie Hayes. There was no discussion. The motion passed.

**6.3.2025 Special Board Meeting Minutes:** Member, Jean Mueller, acknowledged the incorrect spelling of Mueller in the second to last paragraph. Motion to approve the minutes for June 3, 2025 with the correction of the misspelling by Laurie Hayes and seconded by Jean Mueller. There was no further discussion. The motion passed.

### **Review of Financial Report by Lisa Marshall**

Consulting Specialist, John Taylor, from Elliott, Robinson & Company, LLP, presented a summary of the financial report from May 31, 2025:

- MTD revenues are \$36,217.69 less than budgeted.
  - Consulting Specialist, John Taylor, attributed this to the invoicing of the City of Branson for two months of environmental health services occurring in the same month. Consulting Specialist, John Taylor, also attributed this to the environmental health division already receiving over 90% of its billed annual permit renewal fees from the most recent billing cycle.
- MTD expenditures are \$20,305.63 more than budgeted.
  - Consulting Specialist, John Taylor, discussed that the program costs line item is over budget due to the clinical division's purchase of immunizations and of supplies for the department's Family Planning clinics and that the professional fees line item is over budget due to fees associated with the annual audit. Consulting Specialist, John Taylor, also noted that the services line item is due to the fees associated with the department's development of its website and due to the purchase of IT items. Director, Lisa Marshall, commented that the department had anticipated receiving some grant funding related to the cost of updating the department's website; however, this particular grant abruptly ended overnight.

Member, Debbie Redford, inquired about the water testing line item. Consulting Specialist, John Taylor, explained that because payments for water samples are now being recorded in the environmental health division's operating software, the payments are being coded to the permitting line item. Environmental Health Division Manager, Erica Logsdon, added that the division tested 48 water samples in May.

Motion to approve the financial report from May 31, 2025 by Laurie Hayes and seconded by Jean Mueller. There was no further discussion. The motion passed.

**Disbursements Review:** A list of disbursements from May 2025 was emailed to members of the board prior to the meeting.

### **Director's Report by Lisa Marshall**

**Women, Infants, & Children (WIC) Update:** WIC Division Manager, Tammy Drake, provided the WIC update. The WIC division is coordinating with Lodge Ministries to establish a new mobile unit site in Taneyville. The WIC division has distributed a survey to current participants who might be interested in receiving services at the proposed new location, and the division has requested for surveys to be submitted by July 15<sup>th</sup>. Member, Debbie Redford, inquired how the division identified participants who might be interested. The WIC division reviewed addresses of current participants. WIC Division Manager, Tammy Drake, also informed the board that the total funding the division received as part of the WIC Farmers' Market Nutrition Program increased from \$3,900 to \$8,000. Vice-Chair, Beth Huddleston, inquired if the division knows how much of the funding has been spent by participants. \$300 has been spent so far.

**Clinical Update:** Clinical Division Manager, Erica Craig, provided the clinical update. From June 2024 to June 2025, 14.73% of total insurance claims have been submitted to Medicaid, 12.01% of total insurance claims have been submitted to Medicare, 14.25% of total insurance claims have been submitted to private insurance, and 58.99% of clients either received self-pay services or were uninsured. For the first quarter of 2025, Medicaid has reimbursed the department \$4,273.09, Medicare has reimbursed \$10,805.09, private insurance has reimbursed \$51,999.25, and uninsured and self-pay clients have paid \$40,716.22.

**Communicable Disease Update:** Clinical Division Manager, Erica Craig, provided the communicable disease update. The department has observed an increase in the number of observed Pertussis cases compared to previous years. Clinical Division Manager, Erica Craig, explained that the department typically only observes less than 10 cases per year but that the department has already observed more than 5 cases this year. The department has not observed any new cases in the past couple of weeks and attributed this to summer schools ending; however, the department does anticipate observing an uptick in the number of cases in late summer and early fall. The division has drafted and published press releases and has hosted discussions with local schools. Vice-Chair, Beth Huddleston, inquired if a vaccine against Pertussis is included in the vaccine schedule. Pertussis is vaccinated against as part of the DTaP vaccine and is included in the vaccine schedule.

Director, Lisa Marshall, informed the board that a communications specialist from the Missouri Center for Public Health Excellence (MOCphe) recently interviewed members of staff regarding the department's response to the confirmed case of Measles detected in the county and that MOCphe will be highlighting the department's response in a spotlight.

**Legislative Update:** Director, Lisa Marshall, provided the legislative update. The 2025 Missouri Legislative Session has concluded. The department's core funding for 2025 is secure. The federal budget has impacted funding for the PHEP Grant, specifically cutting it by approximately 50%. The department is anticipating keeping the contract at the reduced rate; however, the department will not be able to meet all deliverables at the reduced rate and anticipates that the deliverables will change to account for the funding cut.

Director, Lisa Marshall, informed the board that Senate Bill No. 3, pertaining to tax credits for certain sporting events, passed out of the Special Session and that the department will update the board as the question of whether to grant a property tax credit to eligible taxpayers will be placed on the ballot.

**Operations Update:** Operations Coordinator, Rick White, provided the operations update. The A/C unit in the mobile unit has been replaced. The IT division is shifting the department's backup system to a more up-to-date system, and to do this, the department had to buy more equipment, specifically a network-attached storage device. Additionally, both the department's former accounting and current timekeeping software programs have been moved to a new server, allowing for the 2 oldest servers to be decommissioned. The IT division is also working to replace the internet lines at both office locations. The department has also secured an agreement with The Wax Shop to have the fleet vehicles professionally detailed twice a year.

### **Unfinished Business**

**Elevator Sump Pump Quote:** Director, Lisa Marshall, informed the board that the department is unable to establish contact with the vendor the board approved at last month's meeting to install the sump pump in the elevator shaft.

Motion to amend the previously adopted motion and to accept the quote from D.S.&F. Plumbing, LLC by Laurie Hayes and seconded by Debbie Redford. There was no discussion. The motion passed.

### **New Business**

**2025 Final Audit:** Director, Lisa Marshall, presented the final draft of the audit to the board. The department wanted the board to have the draft in their possession for 30 days to be able to review it and to ask any questions.

Motion to approve the final Audit Report by Laurie Hayes and seconded by Jean Mueller. There was no discussion. The motion passed.

**Surplus Items:** Director, Lisa Marshall, presented a list of obsolete equipment from both office locations that the department is requesting for the board to declare as surplus so that the items can be disposed of appropriately.

Motion to declare the presented items as surplus by Laurie Hayes and seconded by Debbie Redford. There was no discussion. The motion passed.

**Ethics Resolution:** The department presented the 2025 Ethics Resolution to the board. Director, Lisa Marshall, informed the board that this is reviewed and signed every two years and that the only changes to the resolution pertain to updating the specified dates in the document. Director, Lisa Marshall, informed the board that this is required to be compliant with the Missouri Ethics Commission.

Motion to approve the 2025 Ethics Resolution by Debbie Redford and seconded by Jean Mueller. There was no discussion. The motion passed.

### **Board of Trustees Comments**

Secretary/Treasurer, Laurie Hayes, discussed the proposed TIF Redevelopment Plan involving Gretna Road and Town and County Drive, including the estimated costs, the proposed new facilities included in the plan, and how the financing of the project would impact the department. Secretary/Treasurer, Laurie Hayes, recommended for the department, as an impacted taxing jurisdiction, to develop an opinion and encouraged for the department to have representation at the upcoming City of Branson TIF Commission meeting on July 15, 2025.

Director, Lisa Marshall, informed the board that she has spoken with the department's TIF Representative, Cody Fenton, and that he will be hosting a meeting with all represented entities soon.

### **Division Reports**

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

### **Announcements**

Next board meeting is July 24, 2025 at 2:30 p.m.

### **Adjourn**

Motion to adjourn the regular meeting of the Board of Trustees at 3:29 p.m. and convene an executive closed session as authorized by Section 610.021, Subsection 2, regarding real estate, by Laurie Hayes. Voting aye: Laurie Hayes, Debbie Redford, Jean Mueller, and Beth Huddleston. Voting nay: none. Motion carried.

Minutes prepared by Lindsay Lawver, Executive Assistant/Environmental Health Biller