



CLAY COUNTY  
**PUBLIC HEALTH CENTER**



**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE BOARD OF TRUSTEES OF THE  
CLAY COUNTY PUBLIC HEALTH CENTER  
800 HAINES DRIVE  
LIBERTY, MO 64068  
January 20, 2022  
6:00 P.M.**

**Present: Board of Trustee Members: Courtney Cole, Pat Dixon, Dr. Lancer Gates**

**Present: CCPHC Staff Members: Gary E. Zaborac, Ashley Wegner, Kelsey Neth, Kara Martorana**

**Guests: No Guest Speakers**

**1. CALL TO ORDER**

Pat Dixon, Chair, called the Clay County Public Health Center's Meeting of the Board of Trustees to order at 6:07 p.m.

**2. PUBLIC COMMENTS**

Ms. Dixon opened the public comments period at 6:09 p.m.

Seeing no public comments offered, Ms. Dixon closed the public comments period at 6:09 p.m.

**3. MONTHLY BOARD EDUCATION SESSIONS**

**A. Update on School Guidance – Ashley Wegner, HPP Section Chief  
Highlights:**

- CDC (Centers for Disease Control) formally updated their quarantine guidance for schools, and so we have updated ours accordingly.
- Still a subset of individuals in k-12 who would still be required to isolate or quarantine for ten 10 days instead of 5 days.
  - Children under 2 as they cannot mask
  - Individuals with severe illness
  - Immunocompromised individuals
    - These individuals have historically had to isolate or quarantine for 20 days, now it has been moved to 10
  - Dr. Gates asked for clarification on the updates and the color coding to the document, which Ashley provided
  - Ms. Cole indicated that she appreciated Ms. Ellermeier's perspective on this



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- Ms. Dixon stated that Ms. Ellermeier told her the guidance changes have helped her district to be better able to keep up with fulfilling the requirements. Now the main issue is not having staff to do the tracking
- Ms. Dixon and Ms. Cole thanked Ashley and her team for their hard work on this.

## **B. 2022 Legislative Session Preview – Gary E. Zaborac**

### **Highlights:**

- Legislative committee meeting today at 3:30 for MOCPHE (Missouri Center for Public Health Excellence)
  - They are focusing their time on redistricting and budget as their top priority
- A lot of meetings have been cancelled due to high covid #s this week
- The State has not determined how to distribute the American Recovery Plan Act (ARPA) funding for 2022 as they are waiting for federal guidance, and it is therefore on hold.
- An extreme amount of activity on immunization bills
  - A lot of bills on exemptions and the ability to “opt out” of vaccinations
  - Most have to do with Covid, but there is concern that there may be unintended consequences impacting all childhood immunizations.
- Major concerns about pre-filed bills attacking board of health authority and local health department guidance, especially around the control of communicable disease
- Gary made the board aware of St. Louis County filing an appeal on the Cole County decision and the opportunity to file an Amicus Brief – Friends of the Court.

## **4. A. TREASURER'S REPORT – DECEMBER 2021 FINANCIAL STATEMENT (Attachment)**

Courtney Cole, Treasurer, presented the report.

- Statement of Revenue and Expenditures comments:
  - Revenue for December is \$200,797.46
  - YTD Revenue is \$7,987,463.00
  - We have received approximately 88% of the budgeted 2021 revenue
  - Expenses for December were \$332,637.00
  - YTD Expenses are \$8,574,342.00
  - We have spent approximately 95% of our budgeted 2021 expenses
  - Covid related expenses have caused medical waste, professional and contracted services, janitorial and rent expenditures to be higher than budgeted.

**Dr. Gates made a motion to approve the December 2021 Financial Statement as presented and printed. Seconded by Ms. Dixon. All ayes. Motion carried.**



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## 5. **B. TREASURER'S REPORT –DECEMBER 2021 SCHEDULE OF INVESTMENTS (Attachment)**

Courtney Cole, Treasurer, presented the report.

- Schedule of Investments comments:
  - 2 redeemed this month, 2 others are available for us to purchase this month and 2 others to mature next month.
  - Dr. Gates asked if we consider domestic versus foreign investments and stated his support for keeping our investments in America. Gary said yes, we do. Gary and Penni consult regularly with our Commerce Bank advisor to determine the schedule of investments. Most of them are in the US.

**Dr. Gates made a motion to approve the December 2021 Schedule of Investments as presented and printed. Seconded by Ms. Dixon All ayes. Motion carried.**

## 6. **CONSENT AGENDA**

**A. Bills Payable for the month of December 2021**

**B. Minutes of the December 16<sup>th</sup>, 2021, Regular Monthly Board of Trustees Meeting**

**Dr. Gates made a motion to approve the January 2022 Consent Agenda as presented and printed. Seconded by Ms. Dixon. All ayes. Motion carried.**

## 7. **NEW BUSINESS**

**A. Vote to accept 2021 BOT (Board of Trustees) Self-Assessment**

- Gary introduced the document and then Ms. Dixon led the discussion. A thorough discussion followed.

### **Highlights**

- We do not have standing committees due to their only being 5 members, but throughout the year when sub-committees are needed the board steps in. For example, a subcommittee to help with HR evaluating the benefits package, a board member with relevant experience may meet with them.
- It is important to promote board diversity and the board has tried for years to promote diversity, be it geographic or culturally Gary mentioned that this has been challenging in the past due to it being an elected board.
- The board generally agreed that they work well together and stay engaged. Ms. Dixon stated that she is making efforts to ensure that they work as a team and that they can have that mutual respect and trust which comes over time.
- Ms. Dixon asked if there were any comments from the Board or any suggestions or recommendations for any of the questions and how they are presented, or anything they would like to add. Ms. Cole and Dr. Gates stated that they liked the questions and format and had no suggestions for change.



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- Ms. Dixon reviewed the comments section page which asked what the board would like to see as the top priorities that they want to focus on for the next year. Gary made note that during this conversation, this is not a fixed rule, but more suggested guidance. It does not mean that the item goes away if it is not priority 1, 2 or 3.
  - Dr. Gates stated that most things will still be pandemic centered, and that he thinks it is important to keep supporting the schools.
  - Ms. Cole stated that accreditation is a high priority and Ms. Dixon agreed. She noted that we are currently going through the accreditation process so it is at the forefront
- Ms. Cole stated that this made her see things she had not previously, such as addressing school safety as a health issue.
- Ms. Dixon indicated that she sees the top priorities for 2022 are
  - Continuing to support and guide the pandemic efforts
  - Working with schools to continue to provide support in any way we can, but in particular to promote a safe and healthy environment
  - Continuing to work towards re-accreditation
- Ms. Dixon spoke about the changes that have occurred since the accreditation process. She explained briefly how the process works and what they require of us, and that it is a very in-depth process. She also spoke on how the health department has changed for the good since the accreditation process began. We now have HR policies that were not in place before as well as evaluation processes that are very goal and performance oriented.
- Ms. Dixon asked if the board agreed with those 3 areas, and they agreed.

**Ms. Cole made a motion to approve the 2021 BOT Self-Assessment as presented. Seconded by Dr. Gates. All ayes. Motion carried.**

**B. Vote to approve School Guidance Update.**

- See highlights from conversation above

**Dr. Gates made a motion to approve the revised School Guidance Update as presented. Seconded by Ms. Cole. All ayes. Motion carried.**

**C. Vote on Continuation of Emergency Reserves for COVID Activities**

- Gary indicated that they are in the process of applying for ARPA funds and hopes that will eliminate the need for continuation of emergency reserves

**Dr. Gates made a motion to approve the Continuation of Emergency Reserves for COVID Activities. Seconded by Ms. Cole. All ayes. Motion carried.**



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## 8. MANAGEMENT MONTHLY REPORTS – ASHLEY WEGNER, HPP SECTION CHIEF (Attachment)

### Communications:

- 1470 posts created and published, and content displayed to users over 300,000 times in 2021
- Almost 530k visits to website with over a million page views in 2021
- 161 news stories where CCPHC was mentioned in 2021

### Operations:

- 15 incidents reviewed by the Safety Committee in 2021
- Accounting is preparing the ARPA 2022 budget and for the 2021 annual CCPHC audit
- IT implemented new firewalls for network security, and carried out agency cell phone upgrades
- Records revenue was \$286,169, which was above the 2021 budgeted amount.

### Health Planning and Policy

- DCI (Disease Case Investigator) staff are currently at over 330% capacity, meaning they are closing out most of the cases to surveillance and are unable to investigate
  - Ms. Dixon asked if they are getting a lot of calls on this. Ashley stated that we will offer guidance if they call but are lacking capacity to investigate. There is an online form to self-report at home tests. This is an avenue to communicate and give feedback to individuals on how long to stay home. Positive at home tests reported are considered “suspect cases.”
- Gary asked Ashley to talk about what is happening in the community with the Omicron variant
  - Now seeing double the number of cases reported compared to this time last year
  - No way to be prepared for the influx we are currently experiencing
  - Discussed the Sewer Shed studies that determine the variants, and we are at a 50/50 Delta/Omicron variants
  - Omicron seems to be milder in terms of severity, but because it is significantly more contagious than the Delta variant, there are many more cases which drive up the hospitalizations and deaths due to COVID
  - The Omicron surge has really put a significant strain on CCPHC staff and resources.
  - The Public Health system and medical facilities are completely overwhelmed
  - The NACCHO (National Association of County and City Health Officials) grant will help with skilled nursing facilities
- 300 influenza A cases have been reported so far for this flu season. Last year there were fewer than twenty cases reported for the entire flu season
- 12,000 cases of infectious diseases this year which is at least double what it has been
- Health Equity Program Manager has been hired and will oversee Community Development and a Policy Development program.
- Contract with H2H (Heart to Heart International) to provide community COVID vaccinations ended in December, so we are exploring all options to continue additional community vaccinations
- Hoping to have a virtual site visit sometime in March or April for reaccreditation with PHAB (Public Health Accreditation Board)



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## **Environmental Health**

- 1,463 food establishment inspections in 2021 which were routine and reopening
- Approximately 500 more than 2020

## **Community Health Promotion**

- MO DHSS conducted the VFC site visit. No Compliance issues were identified.
- 2022 School Based Imms suspended to focus on Covid Vaccinations
- Planning underway for offsite clinics and Saturday and evening appointments in our building
- WIC is currently assessing the need of the NL Early Education Center and has conducted a survey of parents with 25% of respondents indicating interest

## **9. DIRECTOR OF PUBLIC HEALTH REPORT - GARY E. ZABORAC (Attachment)**

### **Highlights:**

- Gary pointed out the radical jump in cases on the data hub on the website. This is a direct result of holiday activities.
- The CHA (Community Health Assessment) is to be completed in the next several weeks and then we will move directly into developing the CHIP (Community Health Improvement Plan)
- CCPCCH Strategic planning will begin in late spring and will utilize the results of the CHA and the CHIP
- PHAB accreditation board will notify us of the site visit that will occur after we submit our application for reaccreditation. There is a submission date of 1/27/2022. Gary will keep the board apprised of when that will be.
- This is an extremely busy time. Staff are tired and frustrated. It has been difficult to sustain this level over the last two years. Gary expressed his appreciation for the staff and all they have done during this challenging time.
- Strategic Plan quarterly review has been moved to February
- The Annual Bylaws review will take place in February.
- 3 Taxing Jurisdiction Hearings for January:
  - Liberty: Wrought Acres Building 7 Project - January 24, 2022, hearing
    - Liberty: Heartland Logistics Center - January 24, 2022, hearing
    - Excelsior Springs: 106 Saratoga Ave - January 18, 2022, hearing

## **10. BOARD OF TRUSTEES' COMMENTS**

None

## **11. ADJOURN**

Dr. Gates made a motion to adjourn at 7:25p.m. Ms. Cole seconded. All ayes. Motion carried. Meeting adjourned at 7:25 p.m.





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DocuSigned by:

*Pat Dixon*

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**Pat Dixon, Chair**  
**Clay County Public Health Center**  
**Board of Trustees**

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**Date**

DocuSigned by:

*Dr. Daniel Purdom*

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3/5/2022

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**Daniel Purdom, Secretary**  
**Clay County Public Health Center**  
**Board of Trustees**

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**Date**

**Submitted by: Kara Martorana, Human Resource Specialist**

All Referenced Attachments are Available for Review Upon Request to Gary E. Zaborac, Director of Public Health of the Clay County Public Health Center, Located at 800 Haines Drive, Liberty, MO 64068