



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  
April 21, 2022  
6:00 P.M.**

**Present: Board of Trustee Members: Courtney Cole, Kathy Ellermeier, Dr. Lancer Gates, Dr. Daniel Purdom**

**Present: CCPHC Staff Members: Gary E. Zaborac, Darrell Meinke, Kelsey Neth, Kara Martorana**

**Guests: No Guest Speakers**

**1. CALL TO ORDER**

Kathy Ellermeier, Vice Chair, called the Clay County Public Health Center's Meeting of the Board of Trustees to order at 6:00 p.m.

**2. PUBLIC COMMENTS**

Ms. Ellermeier opened public comments at 6:00 p.m.

Seeing no public wishing to speak, Ms. Ellermeier closed public comments at 6:00 p.m.

**3. MONTHLY BOARD EDUCATION SESSIONS**

- None

**4. ELECTION OF OFFICERS**

- Ms. Ellermeier announced that April is the month when the board annually elects its officers.
- After discussion, it was offered that the board officers be as follows:
  - Kathy Ellermeier, Chair
  - Dr. Daniel Purdom, Vice Chair
  - Courtney Cole, Treasurer
  - Dr. Lancer Gates, Secretary
  - Unnamed New Board Member, Vice-Secretary

**Ms. Ellermeier made a motion to approve the appointments. Seconded by Dr. Gates. All Ayes. Motion carried.**



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## 5. TREASURER'S REPORT – March 2022 FINANCIAL STATEMENT

Courtney Cole, Treasurer, presented the report for the period ending March 31, 2022.

- Revenue for March was \$261,164.00. Year to date Revenue is \$5,701,432.00. We have received approx. 61% of budgeted revenue to date.
- Expenses for March were \$496,844.00. Year to date Expenses are \$1,488,830.00. We have spent approximately 16% of budgeted expenses.
- The 2022 ARPA budget has been approved by the county commission for \$1,000,000.00. We will begin to bill for 2022 expenses in April. Our ARPA 2021 Invoice to the county commission was approved for \$535,535.39.

### Statement of Revenue and Expenditures comments:

- None.

**Dr. Gates made a motion to approve the March 2022 Treasurers Report as presented and printed. Seconded by Dr. Purdom. All ayes. Motion carried.**

## 6. B. TREASURER'S REPORT – March 2022 SCHEDULE OF INVESTMENTS

### Schedule of Investments comments:

- 4 maturing this month
- 4 purchased this month
- There are none for next month

**Dr. Gates made a motion to approve the March 2022 Schedule of Investments as presented and printed. Seconded by Purdom. All ayes. Motion carried.**

## 7. CONSENT AGENDA

**A. Bills Payable for the month of March 2022**

**B. Minutes of the March 17, 2022 Regular Monthly Board of Trustees Meeting**

**Ms. Cole made a motion to approve the April 21, 2022 Consent Agenda as presented and printed. Seconded by Dr. Gates. All ayes. Motion carried.**



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## 8. NEW BUSINESS

### A. Vote to approve 2021 CCPHC Annual Report

- Darrell introduced the Annual Report. He noted that Kelsey worked very hard on it.
- Ms. Cole and Ms. Ellermeier agreed that the report was very well done.
- It was noted that 138,000 Covid vaccines were given in 2021.

**Ms. Cole. made a motion to approve the 2021 CCPHC Annual Report. Seconded by Dr. Purdom. All ayes. Motion carried.**

### B. Vote on Continuation of Emergency Reserves for COVID Activities

- Gary noted that we must incur expenses first, then submit an invoice to the county and then ARPA funds will be reimbursed. The plan is to invoice the county for the ARPA Funds monthly.
- Gary announced that he would like to remove this item from future agendas due to the monthly billing option and that the county is approving funds very efficiently. He recognized that they may have to ask for more if there is another significant event. Therefore, the plan is to work off of our working cash fund making it no longer necessary to vote monthly on this.
- Dr. Purdom asked for clarification on when we last used the emergency reserves. Gary indicated that we have not this year.
- Dr. Gates asked for clarification on the \$500k we received last week and whether it was part of the \$1 million. Gary noted that the \$500k was a reimbursement from last year.
- Ms. Ellermeier asked for more clarification on how this looks in regard to the budget. Darrell noted that we used a minimal amount of emergency reserves each month, and Gary added that it was less than we had originally thought we would.

**Dr. Purdom made a motion to approve the Discontinuation of Emergency Reserves for COVID Activities as a monthly board action item on the agenda. Seconded by Dr. Gates. All ayes. Motion carried.**



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## 9. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE

### Highlights:

- High impact social media posts were mostly regarding Covid still.
- Kara, HR Specialist, received her aPHR certification.
- Organizational Climate results are steering how we set up strategic planning to help with employee satisfaction.
- Lewis Smith, Program Manager of Health Equity, was voted co-chair of the Northland Try coalition.
- 140 families were served by Harvesters in March. Numbers served are down since we are no longer partnering with Happy Bottoms.
- We are working through after-action items from Covid activities. A survey was sent to all staff for feedback.
- EH staff is in full swing. Many more inspections this year compared to last year. They are inspecting many pools also.
- We are continuing to do Covid vaccinations here at CCPHC. Numbers are down, but we are now giving 2<sup>nd</sup> boosters as well.
- NKC Schools WIC Clinic opened on April 5<sup>th</sup>.
- Dental and Breastfeeding will be doing virtual education for Mid-Continent Public libraries soon.
- Jason Stalling and Brooke Jarchow have been invited to attend the LPHA Strategy Lab hosted by Deloitte, partnering with other LPHAs to discuss Covid outreach strategies.

## 10. DIRECTOR OF PUBLIC HEALTH REPORT - GARY E. ZABORAC

### Highlights:

- Current covid numbers have gone significantly down.
- Still getting regular updates from the EPI team and they are seeing a slight increase in the 7-day average. We are expecting ebbs and flows in the numbers to continue.
- Changes to the contact tracing procedures are being implemented. It is now focused on high-risk areas like nursing homes.
- We are trying to be flexible in our approach to contract tracing and the staff we have brought on. We are not getting rid of our DCI staff but are instead retraining them on other disease contact tracing. The goal is to be prepared if we need them for Covid again, and not have to rebuild the infrastructure.
- Ms. Cole asked about the Clay County commission possibly getting rid of a tax that has been around since 1985 and if that would impact us. Gary indicated that it would not. We work from a health levy tax that is separate from all others.
- Dr Purdom asked about at home tests and how to report a positive. Gary showed him the link to report them on our website. Dr. Purdom noted that it was 3 clicks in and stated we might think about it being on our landing page instead, as it might be easier to track if it is easier to report.



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- We had our PHAB Accreditation site visit 2 Fridays ago, and it went very well. Our new Accreditation Coordinator, Nicole DeBrincat, did a wonderful job taking over, which was great. Darrell and Brooke Jarchow did a great job also. We will not know anything more until after the PHAB board meets next month.
- Gary was able to get a meeting with the Clay County Sheriff, Tri County Mental Health, and several representatives from Liberty and North Kansas City Hospitals together to form The Clay County Opioid Taskforce. They met again this week, and also brought on Northland CAPS to conduct peer education.
  - The goal is to focus on:
    - Education
    - Harm reduction
    - Ways to distribute Narcan in the communities
    - Legislature regarding opioids
    - Data collection
  - Gary suggested that the taskforce utilize the Northland Health Alliance as the holder for funding opportunities, as the infrastructure is already in place.
- Dr. Gates asked Gary to give some history on the NHA. Gary explained who the members are, and who the executives are, and that he is the president. They are a 503c, with task forces already set up. The Opioid Taskforce will be another. This should help speed things up, in particular in regard to grants and other funding. Dr. Gates expressed happiness at the progress on this. Ms. Cole stated happiness that Northland CAPS was involved to help get to the youth with peer-to-peer education.



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**11. BOARD OF TRUSTEES' COMMENTS**

- None

**12. ADJORN**

**Ms. Cole made a motion to adjourn at 719 p.m. Dr. Gates seconded. All ayes. Motion carried. Meeting adjourned at 719 p.m.**

**Kathy Ellermeier, Chair  
Clay County Public Health Center  
Board of Trustees**

**Date**

**Dr. Lancer Gates, Secretary  
Clay County Public Health Center  
Board of Trustees**

**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