



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
JUNE 16, 2022
6:00 P.M.**

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

Present: CCPHC Staff Members: Gary E. Zaborac, Darrell Meinke, Ashley Wegner, Robert Gilliland, Jason Stalling, Kara Martorana

Guests: Micheal Keenan with Hood and Associates

1. CALL TO ORDER

Kathy Ellermeier, Chair, called the Clay County Public Health Center's Meeting of the Board of Trustees to order at 6:02 p.m.

New BOT member, Andrew Pileggi, was introduced.

2. PUBLIC COMMENTS

Ms. Ellermeier opened public comments at 6:07 p.m.

Seeing no public comments, Ms. Ellermeier closed public comments at 6:07 p.m.

3. MONTHLY BOARD EDUCATION SESSIONS

A. PRESENTATION OF DRAFT AUDIT – MICHAEL KEENAN, HOOD AND ASSOCIATES

Highlights:

- Mr. Keenan gave a brief introduction of the history of Hood and Associates to include their memberships and accolades.
- They were engaged to audit the basic financial statements for the year ending December 31, 2021, as well as to audit the WIC program and the ARPA funds received in 2022. There were 3 key questions that they focused on:
 - Are the documents presented for audit free of misstatements?
 - Are internal controls put into place by CCPHC adequately designed and operating effectively?
 - Did the Health Center comply, in all matters with the audit?



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- Management Letter Comments:
 - Grants and Budgeting
 - May want to adjust budget for 2022 if funding changing
 - Future Accounting Pronouncements
 - Be aware of applicable future changes
- Questions?
 - Gary clarified that the board has 30 days to review the audit and to reach out if there are any questions.
 - We will be voting to approve at next month's meeting

B. 2020-20221 COMMUNICABLE DISEASE REPORT – Ashley Wegner, Health Policy & Planning Section Chief

Highlights:

- Ms. Wegner introduced the document and clarified that this is the Communicable Disease Summary Report for 2020-2021
- The report breaks down our number of reports that came in (minus flu and Covid) for 2020 and 2021
- Sexually Transmitted Infections
 - There were 1,700 cases of STI in 2020, and 1,600 in 2021.
 - We will be focusing on developing interventions into these trends.
- Flu
 - In 2020-2021, we had hardly any cases of Flu. It is noted that numbers were low due to all of the mitigation measures put into place for Covid.
- Enteric illness numbers were steady, with the approximate numbers for each year staying very similar.
- Vaccine preventable cases were very low. Clay county has a very good rate of vaccination among the population.
- Animal bites and rabies testing was similar with 120 animal bites each year. There were several rabies tests being performed, and all were negative.
- Covid case totals were 7,189 in 2020 and 11,758 in 2021
 - Deaths were in mainly 65 and above in 2020
 - Deaths were in mainly 45 and above in 2021
 - By mid-May of 2022, 40% of the population 5 and over was vaccinated
- Ms. Ellermeier asked for clarification on when the Flu reporting season runs.
- Ms. Wegner stated that it runs from October thru May.
- Dr. Purdom asked about the syphilis bump we experience pre-Covid.
 - Ms. Wegner indicated that it is still an issue, and they are seeing an increase in the metro of congenital syphilis as well.
- Mr. Pileggi asked about the age breakdown for STI infections
 - Ms. Wegner indicated that ages 15-24 have the highest rates



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- Ms. Ellermeier asked if we did any type of events for STI testing or educations this spring
 - Mr. Stalling said that, no, we did not. We do plan to do some soon, in addition to expanding our rapid testing capabilities. Moving forward, we would like to do these clinics/events more than annually, with more discussions to come.
- Mr. Zaborac stated that Ms. Wegner and her team have done a great job over the pandemic and expressed his appreciation.

C. 2021 ENVIRONMENTAL HEALTH ANNUAL REPORT – Robert Gilliland, Environmental Health Section Chief

Highlights:

- Mr. Gilliland introduced the report and gave some program background.
- He noted that the EH team was not doing as many classes and inspections much due to Covid in 2020 and 2021.
- The EH Program received FDA Grants 2021 which allowed them to
 - Conduct a risk factor study
 - Attend additional food safety classes
 - Purchase inspection supplies
- There was a 14.6% reduction in risk factors in 2021 from 2020
- Last week we sent out Food and Pool Excellence awards
 - 78 to food establishments
 - 35 to pool establishments
- Mr. Zaborac asked Mr. Gilliland to give some background on the Retail Program Standards. Mr. Gilliland explained that they are guidance from the FDA that create standardization across the industry with 9 specific standards
 - We are currently working on standards 4, 6 and 8.
 - Of the 300 Health Departments in the program, only 6 have completed all nine, and we are 3 away from completing all.
- Risk factor trends:
 - Food handler's cards are a high violation item
 - This may be due to covid and employers struggling to stay on top of them
- Risk Factor study focused on:
 - Healthcare
 - Restaurants
 - Retail Food Store
 - Schools
 - The goal was 85% compliance, which was met
 - Going forward, the team plans to focus on Food Handler cards and Temperature violations for out of compliance establishments
- Pool inspections increased in 2021
 - Top violations for 2021:
 - Chlorine levels, PH levels and records maintenance



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- Violations have decreased steadily since 2019. Perhaps due to Covid and the lower number of people using the facilities
- Wastewater program
 - Indicates the county growth
 - Many more permits were issued for septic systems in 2021
- Lodging
 - Growth from 18 to 25 hotels from 2019 to 2022
- Dr. Purdom and Ms. Cole both inquired as to how folks sell home goods.
 - Mr. Gilliland indicated that no, they could not sell homemade food to restaurants.
- Ms. Ellermeier asked where the list of Food and Pool Excellence award winners could be found. Mr. Zaborac reminded everyone that all inspection scores were available on the website.
- Ms. Ellermeier commented that she remembers that the EH team was pulled for Covid and contact tracing, with a discussion following reviewing the program changes that happened during Covid.
- Mr. Zaborac stated that he is very pleased with Mr. Gilliland and his team's work.

D. 2022-2023 IMMUNIZATIONS FEE SCHEDULE – Jason Stalling, Community Health Promotion Section Chief

Highlights:

- Mr. Stalling introduced the new Fee Schedule, effective September 1, 2022. This is an annual update that we do. It started in 2016 with a fixed methodology. This included recommendations from the American Academy of Pediatrics
 - We adjust our price depending on the overall cost of the vaccines
 - Costs are monitored all year and they change regularly
 - We only make changes yearly
 - We are a VFC provider, so we are limited in what we can charge for the administration fees
 - Many factors are included, such as lost opportunity cost, cost of the Helmer fridges, wastage, non-payment, etc.
- Ms. Ellermeier asked what the approximate increase in price overall.
- Mr. Stalling indicated that:
 - DTAP was a \$9 change
 - Biggest was a \$20 change, but we had some that went down. There were no huge jumps in cost.
- Mr. Stalling shared his spreadsheets and how he determined what the price for each vaccine should be for our region.
- Mr. Pileggi asked which vendors we use for vaccine
 - Vaccine Shop
 - McKesson, which also we get our supplies from like cotton balls and sharps containers
- Mr. Zaborac commented that Mr. Stalling does a great job for us.



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4. A. TREASURER'S REPORT - MAY 2022 FINANCIAL STATEMENT

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

Statement of Revenue and Expenditures comments:

- Revenue for May was \$190,945.00. Year to date Revenue is \$6,162,687.00. We have received approx. 66% of budgeted revenue – this is due to 95% of budgeted tax levy received in January.
- Expenses for May \$500,034.00. Year to date Expenses are \$2,697,819.00. We have spent approximately 29% of budgeted expenses.

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

5. B. TREASURER'S REPORT - MAY 2022 SCHEDULE OF INVESTMENTS

Schedule of Investments comments:

- One maturing this month and 3 next month
- Purchasing one this month

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

6. CONSENT AGENDA

- A. **Bills Payable for the month of May 2022**
- B. **Minutes of the May 19, 2022, Regular Monthly Board of Trustees Meeting**

Ms. Cole made a motion to approve the June 16, 2022 Consent Agenda as presented and printed. Seconded by Dr. Gates. All ayes. Motion carried.

7. NEW BUSINESS

- A. **Vote to approve 2020-2021 Communicable Disease Report**

Dr. Gates made a motion to approve the **2020-2021 Communicable Disease Report**. Seconded by Ms. Cole. All ayes. Motion carried.



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B. Vote to approve **2021 Environmental Health Annual Report**

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

C. Vote to approve **2022-2023 Immunizations Fee Schedule**

Ms. Cole made a motion to approve the **2022-2023 Immunizations Fee Schedule**. Seconded by Dr. Gates. All ayes. Motion carried.

8. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE

Highlights:

- **S&W committee**
 - **The Wellness Stipend has been a success with staff, and many have used the program**
- **Open enrollment happened in June for employee benefits**
- **IT is working on technology improvements in the conference room**
- **Still filling some vacancies**
 - **Epidemiologist will be starting in July**
 - **Volunteer Specialist position still open**
 - **Community Development Specialist position still open**
- **Doing After Action Review for Covid, with the second session happening Friday**
- **Environmental Health a lot more level this year than in years past, which reflects transition of staff back to pre-covid activities**
 - **Aquatic vendors training classes are being conducted**
- **Immunization program facilitating many summer clinics to help with the back-to-school surge**
- **Lori Bunton attended the WIC Conference last month. They are very focused on health equity and bringing it to the program.**
- **STD nurse went through rapid testing training. We will be adding this option to the program soon.**

9. DIRECTOR OF PUBLIC HEALTH REPORT - GARY E. ZABORAC

Highlights:

- **Currently we are seeing an escalation in cases, but it is slow and not spiking**
 - **We are still in green in our community, but that will likely change to yellow**
 - **We are at 9.8 new COVID-19 admissions/ 100,000 within the last 7 days, where 10 will push us into the yellow**
 - **81% of folks over 65 have been vaccinated in our county**



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- **50th percentile for the entire population**
 - **35–45-year old's have the lowest vaccination rates**
- **Last group, 0-5 years old will likely be approved for vaccination soon**
- **Plan to use ARPA funds for promotion and education**
 - **We have hired a marketing firm to help us target specific markets that we know have low rates of covid vaccine uptake**

- **Guest speaker at Gladstone Rotary**
 - **Many questions on Covid**

- **CHA is completed, and we are working on Developing the CHIP, with a kickoff next Friday**
 - **Plan to be complete by October**
 - **This will also be important in our Strategic Plan**

- **Strategic Plan will be with iBossWell**
 - **Starting to meet with managers**
 - **Engaging staff in survey**
 - **2 in-person meetings with staff are scheduled**
 - **Will meet with the Board after to have a sole strategic planning meeting, probably late July**
 - **Budget discussions will follow once strategic planning is near completion**

- **Gary announced that we have achieved reaccreditation from the PHAB board. We will be up for reaccreditation again in 2027.**
 - **Gary spoke on what reaccreditation means for CCPHC, and how proud he is of our staff and board and community partners in getting this done.**

10. BOARD OF TRUSTEES' COMMENTS

- **None**

11. ADJORN

Ms. Cole made a motion to adjourn at 7:54 p.m. Dr. Gates seconded. All ayes. Motion carried. Meeting adjourned at 7:54 p.m.



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

7-21-22

Date

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

7/21/2022

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