



CLAY COUNTY

PUBLIC HEALTH CENTER



800 Haines Drive
Liberty, MO 64068
p. 816-595-4200
clayhealth.com

**MINUTES OF THE REGULAR MONTHLY
MEETING OF THE BOARD OF TRUSTEES OF THE
CLAY COUNTY PUBLIC HEALTH CENTER
800 HAINES DRIVE
LIBERTY, MO 64068
AUGUST 20TH, 2020
6:00 P.M.**

Present: Board of Trustees Members: Pat Dixon, Kathy Ellermeier, Courtney Cole, Dr. Daniel Purdom

Via Teleconference: Board of Trustees Member, Patrick Avila

Present: CCPHC Staff Members: Gary E. Zaborac, Darrell Meinke, Nicole Reynolds

Guests: Mary Hill, Erin Zubeck, Lisa Maher, Steve Smithmier, Brady Maher

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

- Mary Hill of 1354 Wildbriar Dr. in Liberty, MO 64068
 - Feels that virtual education is not a substitute for in person education. Ms. Hill is concerned about the toll on kids' mental health. She states she is a nurse, so she understands COVID-19 precautions, but feels kids are less likely to get COVID-19 and if they become sick, they don't have bad sickness. With virtual learning not being effective, to her, that will make entry into college hard. She is afraid that children who are victims of abuse have no one to report it to if there's not in person schooling. Virtual learning also impacts the disadvantaged. Feels the benefits of in person schooling/sports outweigh the risks.
- Erin Zubeck of 9502 N. Kenwood Ct. in Kansas City, MO 64155
 - Feels updated guidelines are better and more correct. Stated that North Kansas City has one-third of children without home access to internet. Therefore, trying to do schoolwork in public internet access spaces puts kids at risk. Plus, the concerns of a parent that must to work while their child stays home alone. She feels that sports help give kids incentives and would like a second look at contact sport guidelines.

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- Lisa Maher of 8630 NE 91st Terr. in Kansas City, MO 64157
 - Concerned about the impact on kids' mental health and doesn't see that impact being taken into consideration. She wanted to know how to voice concerns to CCPHC outside of this meeting. Pat Dixon, CCPHC Board of Trustees Chair, stated the public is always welcome to call Director of Public Health, Gary E. Zaborac or any other member of staff to voice those concerns.
- Steve Smithmier of 1000 Jackson Dr. in Liberty, MO 64068
 - Echoes the sentiments of other members of the public here tonight. Says he understand concerns, but we cannot stay shut down indefinitely. Appreciated being able to voice his concerns.
- Brady Maher of 8630 NE 91st Terr. in Kansas City, MO 64157
 - Runs cross country and track, spoke on the importance of sports to him and his fellow students. Feels that most kids want to go back to school. Relayed that sports are an important mechanism to keep kids on the right track and has seen guidelines negatively impacting his friends.

3. MONTHLY BOARD EDUCATION SESSIONS –

A. None

4. A. TREASURER'S REPORT – JULY 2020 FINANCIAL STATEMENT (Attachment #1)

Patrick Avila, Treasurer, presented the report. Noted as of July 31st, 2020, the total balance is \$11,280,333.58 with \$6,072,333.58 uninvested. Kathy Ellermeier made a motion to approve the July 2020 Treasurer's Report as presented and printed. Seconded by Courtney Cole. All ayes. Motion carried.

4. B. TREASURER'S REPORT – JULY 2020 SCHEDULE OF INVESTMENTS (Attachment #1)

Mr. Avila noted 6 redeemed investments that needs approval. Dr. Purdom made a motion to approve the July 2020 Schedule of Investments as presented and printed. Seconded by Courtney Cole. All ayes. Motion carried.

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5. CONSENT AGENDA

- A. **Bills Payable for the month of July 2020 (Attachment #1)**
- B. **Minutes of the July 16th, 2020 Regular Monthly Board of Trustees Meeting (Attachment #2)**

Kathy Ellermeier made a motion to approve the Consent Agenda as presented and printed. Seconded by Courtney Cole. All ayes. Motion carried.

6. NEW BUSINESS

A. **Amend CCPHC BOT By-Laws (Attachment #3)**

Director of Public Health, Gary E. Zaborac, presented the suggested amendments to the Board of Trustees By-Laws. Noted changes to Article 3.10, 3.12.1, 3.12.2 and updated revision/adoption date at the end of document to reflect new changes.

Pat Dixon also requested Article 2.5 be updated to the current start time of CCPHC Board of Trustees Meetings to 6 p.m.

Courtney Cole made a motion to amend the CCPHC BOT By-Laws as presented with an additional edit noted at this meeting in Section 2.5. Seconded by Patrick Avila. All ayes. Motion carried.

B. **Vote to approve revised CCPHC Accounting Manual (Attachment #4)**

Mr. Zaborac noted this vote is to approve revisions to the CCPHC Accounting Manual as presented at last month's meeting. The changes appeared in red type on the document.

Kathy Ellermeier made a motion to approve the revised CCPHC Accounting Manual. Seconded by Dr. Purdom. All ayes. Motion carried.

C. **Vote to approve CCPHC Immunization Fee schedule update (Attachment #5)**

Darrell Meinke, Deputy Director, noted the updated CCPHC Immunization Fee schedule is part of a yearly reevaluation. Courtney Cole made a motion to approve CCPHC Immunization Fee schedule update. Seconded by Dr. Purdom. All ayes. Motion carried.

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D. Vote to approve the Waterproofing Recommendation (Attachment #6)

Mr. Meinke presented the waterproofing recommendation.

These services are needed to remedy water leakage in the Administration Office reception area, as well as maintenance on the building as it ages. A Request for Proposal (RFP) for the scope of services listed above was released on July 20th, 2020.

The Health Center's criteria for awarding the contract is based on best value. Value is evaluated by the utilization of a scoring matrix that assesses the following specifications: Financial/Organizational Strength, Quality of Service, Fees, Customer Service & Ability to Conform to Scope of Work. The vendor with the highest overall score – thereby the best value - is selected.

Therefore, it is requested to approve Flynn Midwest, LP to provide waterproofing services to include replacing window seals, door frames/flashing and expansion joint caulking throughout the facility.

Patrick Avila made a motion to approve Flynn Midwest, LP as the waterproofing services recommendation. Seconded by Courtney Cole. All eyes. Motion carried.

7. MANAGEMENT MONTHLY REPORTS - DARRELL MEINKE (Attachment #7)

Highlights:

- Social media numbers continue to be up due to the pandemic and related topics.
- Touched base on job openings with CCPHC, continue to increase investigation capabilities as well as overall capacity.
- Harvester's event took place on July 1st and a total of 116 families were served.
- Met with Happy Bottoms organization to form a partnership where Happy Bottoms would distribute diapers during CCPHC's mobile food pantry events. This started on August 5th.
- The Volunteer/Intern Program Coordinator was reassigned to Lobby Screening duty in July during the hours that volunteer coverage is not available.
- Volunteers are currently utilized to assist with traffic control/translation at CCPHC's mobile testing site as well as to assist with screening visitors for COVID-19 signs and symptoms in the main CCPHC lobby.
- Food Inspections (routine and pre-open) are up over this time last year.

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- The top 2 age groups for testing positive for COVID-19 through CCPHC's drive through clinic currently are the 19-44 and 45-64 age ranges.
- The rollout of eWIC arrived on July 6th and went more smoothly than expected. Certifications and nutrition appointments continue to take place by phone. Onsite staff subsequently issue the cards and PINS separately via mail.
- We applied for recognition as a WIC Breastfeeding Friendly Clinic in April, and recently received notification of our qualification. This designation qualifies our clinic to receive an extra \$13,000 to support the salary of our BFPC and our breastfeeding programming.
- Judy Morrow officially retired from the CCPHC WIC program as of July 23rd after 28 years of service in WIC at CCPHC. This includes several years of working through semi-retirement. We greatly appreciate Judy's hard work and dedication to the young families of Clay County.

Courtney Cole asked Mr. Meinke about the latest on our COVID-19 drive through testing site. Mr. Meinke stated it has been a challenge to balance capacity for the drive through clinic and immunizations clinics.

Dr. Purdom wanted to know how CCPHC's stock of PPE's looked. Mr. Meinke stated CCPHC has a long-term plan in place, currently have a year's supply.

8. DIRECTOR OF PUBLIC HEALTH REPORT – GARY E. ZABORAC (Attachment #8)

Highlights:

- As of today, at about 4 p.m., we are nearing 2,700 positive COVID-19 cases, 47 COVID-19 deaths in Clay County.
- In the past couple months, positive COVID-19 cases have doubled for the 25-44 age range, tripled for the 15-24 and 5-14 age ranges.
- Advised the Board of Trustees that a meeting to approve this year's tax levy needs to happen by month's end. After discussion, it was decided to hold a special meeting for the tax levy on Monday, August 31st at noon.

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9. BOARD OF TRUSTEES' COMMENTS

Dr. Purdom wanted to express that while these are difficult times, CCPHC staff have done wonderfully. He still feels that cooler temperatures will see a COVID-19 resurgence accompanied by the flu season. Therefore, feels we must be prepared.

Kathy Ellermeier echoes Dr. Purdom's sentiments. Thankful for CCPHC staff.

Courtney Cole agrees, knows this is not an easy time doing what's best for the public's health.

10. ADJOURN

Dr. Purdom made a motion to adjourn at 6:49 p.m. Patrick Avila seconded. All eyes. Motion carried. Meeting adjourned at 6:49 p.m.

Pat Dixon

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

9/17/2020
Date

Courtney S. Cole

Courtney Cole, Secretary
Clay County Public Health Center
Board of Trustees

9/17/2020
Date

Submitted by: Nicole Reynolds, Administrative 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

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