



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
SEPTEMBER 15TH, 2022
6:00 P.M.**

Present: Board of Trustee Members: Kathy Ellermeier, Dr. Lancer Gates, Andrew Pileggi

Present: CCPHC Staff Members: Gary Zaborac, Darrell Meinke, Jason Shoemaker, Jason Stalling, Kara Martorana

Guests: No guest speakers

1. CALL TO ORDER

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

2. PUBLIC COMMENTS

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

No public comments were offered.

Seeing no further public comments Ms. Ellermeier closed public comments at 6:01 p.m.

3. MONTHLY BOARD EDUCATION SESSIONS

**A. CONFERENCE ROOM AUDIO VISUAL SYSTEM RECOMMENDATIONS –
HEARTLAND A/V- JASON SHOEMAKER, IT PROGRAM MANAGER**

Highlights:

- Jason introduced the document and the RFP process that we have completed for upgrading our conference room AV systems, as the equipment is currently 15 years old
- A team reviewed the RFP's per protocol and used a scoring matrix. Heartland AV's bid came in at \$86,597.36 Heartland AV was chosen



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B. HVAC EQUIPMENT REPLACEMENT RECOMMENDATION – LIPPERT MECHANICAL – DARRELL MEINKE, DEPUTY DIRECTOR

Highlights:

- Darrell introduced the document and explained the RFP process for 2 rooftop units
- There were 4 proposals submitted, but one was rejected due to an error in submittal
- Lippert Mechanical came out as the number one choice based upon the scoring matrix
- There is a 6-month backlog to get the equipment replaced.
- It is just under \$150k to replace both units
- Gary reminded the Board that these are in the capital renewal budget, so we have planned for this expense
- Ms. Ellermeier asked for warranty clarifications, and Darrell explained

C. COVID 19 PROGRAMMING IMPACT EVALUATION – DARRELL MEINKE, DEPUTY DIRECTOR, AND JASON STALLING, SECTION CHIEF OF COMMUNITY HEALTH PROMOTION

Highlights:

- Darrell stated that he, Jason and Ashley worked on this at the request of the Board and introduced the document
- The report noted case numbers, vaccination rates, and other pertinent information
- The team noted that there were difficulties in establishing cost benefits and return on investments
- Jason spoke further on return on investment and how the team determined the CCPHC returns
- Jason spoke of the formula used to determine the value of each vaccine in preventing hospitalizations
- Darrell indicated that this project has pushed us to continue developing more evidence-based decision-making procedures
- There is a need for either a consultant or more staff to continue these kinds of deeper dives
- Gary mentioned that this could be an opportunity to discuss the possibility of becoming an Academic Health Department and work with local colleges to do these types of projects. He also commended the team on being able to produce the information with the minimal resources we have internally available. Mr. Pileggi asked for more information on what an Academic Health Department looks like, and Gary clarified what an academic health department would look like.
- Darrell asked if the Board was happy with the report, and Dr. Gates stated that yes, he is. It provides a good baseline and ensures that the community is getting the best services for the money spent.



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**4. TREASURER'S REPORT – AUGUST 2022 FINANCIAL STATEMENT – Gary Zaborac,
Director of Public Health**

Statement of Revenue and Expenditures comments:

- Revenue for August was \$257,523.00. Year to date Revenue is \$6,869,108.00. We have received approx. 73% of budgeted revenue – revenue high due to 95% of budgeted tax levy received in January.
- Expenses for August were \$572,515. Year to date Expenses are \$4,427,533.00. We have spent approximately 47% of budgeted expenses.
- Subscriptions higher than budget due to:
 - ARPA funding not yet approved by the board. Year to Date ARPA expense is \$9,300.00
 - Admin Section added new newsletter subscription that was not budgeted for \$1,200.00
- Program Supplies higher than budget due to ARPA funding not yet approved by board. Year to Date ARPA expense is \$23,800.00
- Gary stated that we are on track for expenditures at this point in the year

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

**5. TREASURER'S REPORT – AUGUST 2022 SCHEDULE OF INVESTMENTS – Gary Zaborac,
Director of Public Health**

Schedule of Investments comments:

- 3 maturing this month
- 3 being purchased this month

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

6. CONSENT AGENDA

- A. Bills Payable for the month of August 2022**
- B. Minutes of the August 18th, 2022, Regular Monthly Board of Trustees Meeting**

Dr. Gates made a motion to approve the September 2022 Consent Agenda as presented and printed. Seconded by Mr. Pileggi. All ayes. Motion carried.



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7. NEW BUSINESS

A. Approve Heartland A/V as the vendor to install the conference rooms a/v system

Dr. Gates made a motion to approve Heartland A/V as the vendor to install the conference rooms a/v system. Seconded by Mr. Pileggi. All ayes. Motion carried.

B. Approve Lippert Mechanical as the vendor to install new HVAC equipment

Mr. Pileggi made a motion to approve Lippert Mechanical as the vendor to install new HVAC equipment. Seconded by Dr. Gates. All ayes. Motion carried.

C. Vote to set September date for tax levy rate public hearing

- Gary stated that we will have the same rate as last year of .85
- We will publish a public notice for 7 days
- The dates available are 9/28, 9/29 or 9/30
- The Board discussed holding the meeting on Friday 9/30/22 at 2 pm

Dr. Gates made a motion to approve September 30th at 2 pm at CCPHC. for tax levy rate public hearing. Seconded by Mr. Pileggi. All ayes. Motion carried.

8. MANAGEMENT MONTHLY REPORTS – DARRELL MEINKE

Highlights:

- We are now using social media livestream for community meetings and events
- Family Fun Day had over 500 participants
- HVAC replacement in the works. We are currently using a temporary unit in IT. We are looking at other options that are more cost effective during the wait.
- Parking lot replacement beginning Monday and should stretch through the end of October. Arrangements have been made for parking for staff and clients. The Card Access Replacement project has been completed
- There was an RFP for the Communicable Disease and Surveillance System.
- We are working to implement the new performance management system
- We received the USDA Gold standard for Breastfeeding in WIC
- We brought in 42 new families to the WIC program through our community outreach programs
- We now have the Bivalent Vaccine and the community is able to self-schedule
- Health Equity/Community Development Program has 3 community forums in the works.



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

Highlights:

- CHIP task forces are meeting, and we anticipate completion of the CHIP Plan by the end of October
- Strategic Planning process is going well, and we are on schedule for completion by the end of October
- Budget progress has been a little slower due to the final decisions relying on the CHIP and Strategic Planning Discussions. Budget will be presented to the Board in November.
- Opioid Task Force meeting scheduled for 9/16/22. Northland CAPS will be hosting.
- Flu shots will be offered to the Board at next month's meeting if they would like
- Gary brought up the Covid dashboard on our website and noted that numbers are trending down currently
- Children's Mercy is having a community event celebrating 125 years of partnerships on 9/29/22
- The city of North Kansas City is having a TIF hearing on 10/27/22 for a development area along the west and south side of NKC Hospital

10. BOARD OF TRUSTEES' COMMENTS

- None



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11. ADJORN

Mr. Pileggi made a motion to adjourn at 7:16 p.m. Dr. Gates seconded. All ayes. Motion carried.
Meeting adjourned at 7:16 p.m.

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

10-20-2022

Date

Dr. Daniel Purdom, Vice Chair
Clay County Public Health Center
Board of Trustees

10/20/2022

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