

**JEFFERSON COUNTY HEALTH DEPARTMENT BOARD OF TRUSTEES MEETING**

**405 Main Street, Hillsboro, MO 63050**

**LIVE BROADCAST AVAILABLE VIA – YouTube**

**@<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>**

**April 25, 2024, 4:00 PM TENTATIVE AGENDA**

**NOTICE TO BOARD AND ALL ATTENDEES:**

The Board's meeting will be open for physical attendance by the public and the public may virtually attend the meeting via the above-referenced link. In addition, anyone wishing to have a comment read to the Board during the meeting should email same to the attention of the Chair at least twenty-four (24) hours in advance to [communications@jeffcohealth.org](mailto:communications@jeffcohealth.org). Requests for information contained in records may be referred by the Chair to the Custodian of Records to process as a Sunshine Law request.

**i. Call to Order – Mr. Timothy Pigg, Chair**

**ii. Roll Call – Ms. Jennifer Pinkley, Recording Secretary**

**iii. Reading of the JCHC Mission, Vision and Purpose – Dr. Amber Henry, Trustee**

1. Mission: JCHD will champion positive health outcomes and behaviors through innovative programs and community engagement.
2. Vision: Advancing the health and safety of Jefferson County
3. Purpose of the Health Center – RSMO 250.050 - The JCHD is established, maintained, and operated for the improvement of health of all inhabitants of Jefferson County.

**iv. Call for the Orders of the Day – Mr. Timothy Pigg, Chair**

1. Approval of Agenda
2. Welcome of Guests

**v. Approval of Minutes and Expenditures – Mr. Timothy Pigg, Chair**

1. Approval of March 28, 2024 Meeting Minutes
2. Approval of April 5, 2024 Special Meeting Minutes
3. Approval of March 2024 Expenditures
4. Approval of March 2024 Electronic Payments
5. Pre-Approval of May 2024 Electronic Payments

**vi. Public Health Report**

1. Director's Report – Mr. Steve Sikes, Interim Executive Director

**vii. Public Comments – "Pursuant to Resolution 05-15-01, any person who desires to make public comment shall, prior to the meeting, submit a speaker's request to include the speaker's name, address and subject matter to the Board. Upon being recognized by the Board Chair, such person may speak on any topic relevant to the business of the JCHC as set forth on the speaker request form. In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the Board, each speaker shall limit comments to five (5) minutes; however, if a large number of people wish to speak, the speaking time may be shortened by the Board Chair to no less than three (3) minutes per speaker. Each speaker may only speak once and may not yield/credit his/her time to another speaker. The Board Chair shall let the speaker know that their time has expired, and the speaker shall stop speaking. Each person who desires to make a public comment shall do so in an orderly manner and shall not engage in conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the Board meeting. Any person who so disrupts, disturbs, or otherwise impedes the meeting, shall, at the discretion of the Board Chair, be subject to the removal from that meeting."**

viii. **Old Business – Mr. Timothy Pigg, Chair**

1. New Building Updates

ix. **Closed Session –**

A part of the meeting with closed meeting, closed record and closed vote may be conducted by the Board of Trustees relating to legal action, causes of action or litigation involving the Jefferson County Health Department [610.021 (1)], any confidential or privileged communications between the Board of Trustees of the Jefferson County Health Department or its representatives and its attorneys [610.021 (1)], Hiring, firing, disciplining or promoting of particular employees by a public governmental body when personal information about the employee is discussed or recorded [610.021 (3)] and records which are protected from disclosure by law [610.021 (14)].

x. **New Business – Mr. Timothy Pigg, Chair**

1. Recognition of Missouri Environmental Health Association Lifetime Achievement Award presented to Steve Crawford
2. Board Trustee subcommittee assignments.
3. Board Trustee monthly visit schedule.
4. Entertain topics for next agenda by Trustees (limit to 3 topics, requires a second to place item on next agenda)

xi. **Adjournment**

**\*Underlined items will require a vote** ANY ITEMS MAY BE TAKEN OUT OF SEQUENCE AT THE DISCRETION OF THE BOARD OF TRUSTEES. ANY AGENDA ITEMS NOT PREVIOUSLY RESOLVED MAY BE BROUGHT UP FOR DISCUSSION AND APPROPRIATE ACTION AT THE DISCRETION OF THE BOARD. IN THE CASE OF AN EMERGENCY OF THE JEFFERSON COUNTY HEALTH DEPARTMENT AND WHERE A VOTE IS REQUIRED AND A QUORUM OF THE BOARD IS PRESENT, LESS THAN A QUORUM OF THE BOARD MAY ALSO PARTICIPATE IN THE VOTE VIA TELEPHONE, FACSIMILE, INTERNET, OR ANY OTHER VOICE OR ELECTRONIC MEANS.

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**@<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>**  
**March 28, 2024**

**CALL TO ORDER**

Chairperson Pigg called the meeting of the Board of Trustees of the Jefferson County Health Department to order at .

**ROLL CALL**

Tim Pigg, Chairperson - Present  
Dennis Diehl, Vice-Chairperson – Present  
Tammy Stidem, Secretary-Treasurer – Present  
Dr. Amber Henry, Member – Present  
Susan (Suzy) Davis, Member – Present

**OTHERS ATTENDING**

- Steve Sikes, Interim Executive Director
- Jennifer Pinkley, Deputy Director Admin.
- Christi Coleman, Legal Counsel

Others in attendance:

Jeana Vidacak, Community Services Manager Melissa Parmeley, Clinical Services Manager Brienne Zwiener, Health Communications Manager Alicia Donathan, Program Coordinator
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**APPROVAL OF AGENDA**

Dr. Henry made a motion to amend the agenda to move the Community Services Report before the Clinical Services Report. Ms. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Ms. Stidem made a motion to approve the amended agenda. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

**Approval of February 20, 2024, Special Meeting Minutes**

Dr. Henry motioned to approve the February 20, 2024, special meeting minutes. Ms. Stidem seconded. Hearing no discussion, the motion carried, with Ms. Davis abstaining, and Chairperson Pigg announced the motion had passed.

### **Approval of February 22, 2024, Meeting Minutes**

Mr. Diehl motioned to approve the February 22, 2024, meeting minutes. Ms. Stidem seconded. Hearing no discussion, the motion carried, with Dr. Henry abstaining, and Chairperson Pigg announced the motion had passed.

### **February 2024 APPROVAL EXPENDITURES**

Dr. Henry motioned to approve the February 2024 expenditures of \$250,844.71. Mr. Diehl seconded. Ms. Davis questioned the legal expenses, to which Ms. Pinkley stated that two months of invoices were paid in February. Ms. Stidem questioned the Pfizer expenditures for COVID vaccine, Ms. Parmeley explained that we have to offer the vaccine as part of one of the deliverables of one of our state contracts, we make the minimum orders so we are not ordering in excess, and that we can return unused vaccine for credit or refund. She also stated that as the health department we should have those vaccines available for those who are wanting the COVID vaccine.

Hearing no further discussion, the motion carried with Ms. Davis being the only dissenting vote, and Chairperson Pigg announced the motion had passed.

### **February 2024 APPROVAL ELECTRONIC PAYMENTS**

Dr. Henry motioned to approve the electronic payments for February 2024 of \$586,225.29. Ms. Davis seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

### **April 2024 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for April 2024 was presented to the board with an estimated amount of \$602,804.08. Ms. Davis motioned to pre-approve the April 2024 Electronic Payments. Ms. Stidem seconded. Hearing no discussion. Motion carried and Chairperson Pigg announced the motion had passed.

### **Public Health Report**

Community Services Report – Ms. Jeana Vidacak

Ms. Vidacak introduced Ms. Alicia Donathan, Program Coordinator who gave a presentation on The FDA Retail Program Standards. The FDA Retail Program Standards is a set of best practices for food safety regulations based on most current science and vetted by regulators, industry, and researchers across the nation. They are endorsed and published by the FDA, updated every four years since 2001 and the current edition is from 2022. Ms. Donathan explained that the nine standards and how far JCHD has come.

Clinical Services Report – Ms. Melissa Parmeley

Ms. Parmeley, Clinical Services Manager and Ms. Vidacak, Community Services Manager gave a presentation on Measles. Measles is an extremely contagious virus that is vaccine preventable. In the year 2000, the United States declared measles eliminated in our country, and that was twelve consecutive months of no transmission on American soil. We have always had cases of measles, but they traveled and came in and did not go anywhere. Measles is characterized by high fever, malaise, cough, runny nose, conjunctivitis and then followed up with the rash, the rash starts at the head and travels down to the core and then to the lower extremities. It takes about 10 days from exposure to start feeling ill, the rash starts at 14 days (about 2 weeks). Measles is transmitted through droplets, so breathing, coughing, sneezing like a typical respiratory virus, and it is such a big concern because it can stay in the air and on surfaces for up to two hours. Internally we have activated our emergency operations at level 1 just for awareness and planning, our communicable disease team is reviewing our policy and procedures and getting all of our guidelines ready, so they can start making calls if needed. There is a possibility that if we had a positive case, and we would be looking at those four days of infection in two hours after they left a room and depending on how much they have been in the community, it could be a situation where we have to do a public service announcements to announce that if you were at this facility on this day, during this time, please be aware that there was a potential for exposure. This is a vaccine preventable disease; the vaccine is part of that response. The vaccine is 93% effective with one dose, and 97% effective with two doses. The best thing you can do for you and your family is to make sure that you are following those vaccine recommendations and to determine your vaccine status. For the measles vaccine, it comes in a combo, Measles, Mumps and Rubella, also called MMR and typically children are getting their first dose between 12 and 15 months, and again at four to six years. This is one of the vaccines that has been around for a while and there is a lot of safety data on this vaccine. We have this vaccine available at JCHD at both of our locations, it is available for both VFC, which is for children through the Vaccines for Children program and 317 which is for adults. If there is someone with an exposure and they are unsure of their vaccine status, they can receive one dose of the MMR vaccine within 72 hours of that exposure, and it provides some immunity. Another option for someone who has exposed is to get a medicine called immunoglobulin or IG this is typically used for those individuals who it may not be indicated to provide the vaccine too. Individuals who were born before 1957 have a presumed immunity, meaning it is likely they were exposed at some point and have their own immunity. Individuals who have been positive, who actually have had a confirmed, are presumed to have immunity or someone who has received one or more doses of the vaccine. Discussion was held and Ms. Vidacak and Ms. Parmeley answered questions.

Health Communications Report – Ms. Brianne Zwiener

Ms. Zwiener reviewed her report and stated that the social media analytics will now be reported quarterly.

## **PUBLIC COMMENTS**

None

## **OLD BUSINESS**

New Building Update

1. Excavation continues on the site. Excavating rock to reach the required depth for utilities. We are still waiting on the cost for the rock removal.
2. Ameren utility easement on the property has been completed and signed.
3. Architect financial report:

Contract amount:	\$719,750.00
Billed against:	<u>\$547,408.59</u>
Remaining:	\$172,341.41

76.6% of the architect contract has been completed.
4. Construction financial report (no payment requests made since last report)

Contract amount:	\$7,942,300.00
Billed against:	<u>\$ 148,320.65</u>
Remaining:	\$7,793,979.35

Ms. Stidem motioned to go into closed session citing Sunshine Law Statute 610.021 Sections 1, 3 and 14. Dr. Henry seconded the motion. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye  
Mr. Diehl— Aye  
Ms. Stidem— Aye  
Dr. Henry – Aye  
Ms. Davis— Aye

Chairperson Pigg announced the motion carried and they were now in closed session.

Dr. Henry made a motion to re-open the Open session. Ms. Stidem seconded. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye  
Mr. Diehl— Aye  
Ms. Stidem— Aye  
Dr. Henry – Aye

Ms. Davis— Aye

## **NEW BUSINESS**

Presentation of 2023 Annual Report

Ms. Zwiener gave a presentation of the 2023 Annual Report, copies were given to the Board members last month and the 2023 Annual Report is located on the website.

### Act on Recommendation to Approve Temporary Pay increase for Deputy Director, retroactive to February 1, 2024

Mr. Diehl made a motion to approve a temporary pay increase for the Deputy Director, retroactive to February 1, 2024 in the amount of \$113,000. Dr. Henry seconded. Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye

Mr. Diehl— Aye

Ms. Stidem— Aye

Dr. Henry –Aye

Ms. Davis— Aye

Chairperson Pigg announced that the motion had passed.

Ms. Davis asked if any other staff have been given more assignments since the change in administration. Mr. Sikes stated that they are all busy, but while it is not possible to enumerate that, they are doing a great job. Mr. Sikes confirmed that the executive director's workload has been given to himself and Ms. Pinkley.

A certificate was given to Ms. Davis for her service on the Jefferson County Health Department Board of Trustees. Ms. Davis gave several parting comments for items she wishes the Board to consider after she vacates her seat.

## **ADJOURN**

Dr. Henry motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 5:33 pm.

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Secretary-Treasurer

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[@https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw](https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw)  
**February 20, 2024**

**CALL TO ORDER**

Chairperson Pigg called the meeting of the Board of Trustees of the Jefferson County Health Department to order at .

**ROLL CALL**

Tim Pigg, Chairperson - Present  
Dennis Diehl, Vice-Chairperson – Present  
Tammy Stidem, Secretary-Treasurer – Present  
Dr. Amber Henry, Member – Present

**OTHERS ATTENDING**

Steve Sikes, Interim Executive Director  
 Jennifer Pinkley, Deputy Director Admin.  
 Christi Coleman, Legal Counsel

Others in attendance:

Brianne Zwiener, Health Communications Manager
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Chairperson Pigg stated that this meeting is called pursuant to RSMo. 205.042.1, which prescribes: "The trustees, within ten days after their appointment or election, shall qualify by taking the oath of civil officers and organize as a board of health center trustees by the election of one of their number as chairman, on as secretary, on as treasurer, and by the election of such other officers as they may deem necessary.

**APPROVAL OF AGENDA**

Dr. Henry made a motion to approve the agenda. Ms. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Chairperson Pigg welcomed the Taylor Family and Judge Brenda Stacey.

**Induction of new Board members (To be sworn in by Judge Stacey)**



Judge Brenda Stacey swore in newly elected Jefferson County Health Department Board of Trustees Dr. Amber Henry and Valerie Brown Taylor.

Chairperson Pigg called for a Roll Call.

Tim Pigg, Chairperson - Present

Dennis Diehl, Vice-Chairperson – Present

Tammy Stidem, Secretary-Treasurer – Present

Dr. Amber Henry, Member – Present

Valerie Brown Taylor, Member – Present

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Act on Nominations for Selection of Board Officers to Elect Same – Chair, Vice Chair, Secretary/Treasurer. Nominations will be accepted for each position, which shall be thereafter be voted on by the entire Board of Trustees. Voting requires a simple majority.

Dr. Henry nominated Mr. Pigg for Chairperson. Ms. Taylor seconded. Hearing no discussion, motion carried, and Chairperson Pigg announced that the motion had passed.

Chairperson Pigg nominated Dr. Henry for Vice Chairperson. Ms. Taylor seconded. Hearing no discussion, motion carried, and Chairperson Pigg announced that the motion had passed.

Chairperson Pigg nominated Ms. Stidem for Secretary/Treasurer. Dr. Henry seconded. Hearing no discussion, motion carried, and Chairperson Pigg announced that the motion had passed.

Mr. Pigg announced that he will distribute a new visitation schedule for Board members, as well as compile the new committees. Any Trustee interested in serving on a committee should let him know.

Authorize Chairperson to sign and accept transfer of legal services.

Ms. Coleman explained that starting Monday she will begin working for a new firm, Pierson Ferdinand, a national full-service firm.

Dr. Henry made a motion to authorize the chairperson to sign and accept the transfer of legal services. Ms. Stidem seconded the motion.

Ms. Stidem asked if we are still going out to bid for legal services, Chairperson Pigg said that the legal subcommittee will be putting the RFP together, this is just so that we can continue to have legal representation.

Chairperson Pigg requested a roll call vote with the results as follows:

Chairperson Pigg—Aye  
Mr. Diehl— Aye  
Ms. Stidem— Aye  
Dr. Henry— Aye  
Ms. Taylor—Aye

Motion carried unanimously and Chairperson Pigg announced the motion had passed.

Chairperson Pigg stated that he will put together a Board member visit schedule and a Board subcommittee reassignment list.

**ADJOURN**

Dr. Henry motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 9:13 am.

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Secretary-Treasurer

**Jefferson County Health Department**  
 Check/Voucher Register - Monthly Check Register  
 From 3/1/2024 Through 3/31/2024

<u>Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
3/7/2024	65102	Abila	MIP Subscription	623.86
3/7/2024	65103	Alicia Davis	Mileage Reimbursement	12.10
3/7/2024	65104	AMERICAN PUBLIC HEALTH ASSOCIATION	Organizational Membership with APHA	790.00
3/7/2024	65105	BAILEY'S TEST STRIPS & THERMOMETERS,LLC	Food Inspection Supplies	298.00
3/7/2024	65106	Brda Electric	Replacement of Light Pole Light Head	1,398.00
3/7/2024	65107	Megan Bridgman	Mileage Reimbursement	145.75
3/7/2024	65108	Biele Street Pub	Overpayment Refund	51.50
3/7/2024	65109	China King	Overpayment Refund	11.25
3/7/2024	65110	Taxation Division	Death Certificates	1,278.00
3/7/2024	65111	Cure MD	Monthly CureMD Charges	2,128.00
3/7/2024	65112	ET Security and Fire	Cloud Access Control with Advanced Reporting	288.00
3/7/2024	65113	Green Home Inspections	Paid For An 18 Hour Sample But Was Ran As A Regular Sample	5.00
3/7/2024	65114	Lindsay Grant	Mileage Reimbursement	8.55
3/7/2024	65115	HAWKS	Septic Pumping	285.00
3/7/2024	65116	HR TailorMade	Job Description and Performance Review Update	8,410.00
3/7/2024	65117	Jefferson County Health Department	FSA - 02/2024	1,800.85
3/7/2024	65118	Journeyworks Publishing	Program Education	1,201.82
3/7/2024	65120	LAMP	LAMP Interpreter Services	24.53
3/7/2024	65121	LEADER PUBLICATIONS	Community Awareness and Education of Adult Recommended Immunizations	300.00
3/7/2024	65122	Shari Lexa	Mileage Reimbursement	141.35
3/7/2024	65123	Logo Daddy Graphics	Staff Shirts	1,227.11
3/7/2024	65124	Lowe's	Lowe's January Statement	1,648.13
3/7/2024	65125	MCKESSON MEDICAL-SURGICAL	Medical Supplies	1,095.82
3/7/2024	65126	Mobile Health Clinics Association	Membership Renewal	299.00
3/7/2024	65127	Midwest Elevator Co.	Monthly Maintenance of Arnold Elevator	358.02
3/7/2024	65128	MOALPHA	Katie Villmer-Beck & Alicia Davis Registration Fee for Workshop	120.00
3/7/2024	65129	New Fenton Market	Overpayment Refund	9.75
3/7/2024	65130	OMNI REFRIGERATION SERVICES, INC	Inspection and Maintenance of Vaccine Freezers	223.40
3/7/2024	65131	R & S NORTHEAST LLC	Birth Control Supplies for Family Planning Clinic	1,674.45
3/7/2024	65132	Jacob Schwab	Mileage Reimbursement	23.54
3/7/2024	65133	Amy Voyitenko	Mileage Reimbursement	98.45
3/18/2024	65134	CDW GOVERNMENT, INC.	Amy V - Docking Station and Monitor	480.52
3/18/2024	65134	CDW GOVERNMENT, INC.	ENV Open Positions	5,297.29
3/18/2024	65134	CDW GOVERNMENT, INC.	PC Refresh	824.87
3/18/2024	65134	CDW GOVERNMENT, INC.	Replacing Megan B's Laptop & New Monitor/Docking Station	2,096.16
3/18/2024	65135	CITY OF HILLSBORO W/S DEPT	Water & Sewer	202.50
3/18/2024	65136	LEADER PUBLICATIONS	Community Education and Awareness of Adult Recommended Immunizations	300.00
3/18/2024	65137	Sara Humphrey	Petty Cash	93.57
3/18/2024	65138	REUTHER FORD	Oil Change and Repair	75.83
3/19/2024	65139	ALPHA MEDIA, LLC	Community Substance Use Resource/Education	293.00
3/19/2024	65140	AMWINS Insurance Brokerage	Malpractice Premium for Timeframe of 04/03/2024-04/03/2025	18,637.50
3/19/2024	65141	AT&T Mobility	AT&T First Net	3,267.36
3/19/2024	65142	BENCO DENTAL	Dental Supplies	600.28

**Jefferson County Health Department**  
Check/Voucher Register - Monthly Check Register  
From 3/1/2024 Through 3/31/2024

<u>Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
3/19/2024	65142	BENCO DENTAL	Dental Supplies for Senior Van	1,241.11
3/19/2024	65142	BENCO DENTAL	Medical Supply Order for Senior Van	185.46
3/19/2024	65142	BENCO DENTAL	Youth Dental Van Supplies	542.98
3/19/2024	65143	Jillian Bissell	Expenses from Trip to Jefferson City	20.50
3/19/2024	65144	Canon Financial Services Inc	Copier/Printer Lease	2,753.31
3/19/2024	65145	Copy Source	Community Awareness	360.16
3/19/2024	65146	HealthLink	Admin Fee	3.83
3/19/2024	65147	Jefferson County Health Department	Participation Fee/Jefferson County Drug Education Conference	20.00
3/19/2024	65148	Missouri Department of Health & Senior Services	CPU Time & Access to Birth & Death Certificates	1,483.22
3/19/2024	65149	Mercy Occupational Health - Festus	Pre-Employment Screening	180.00
3/19/2024	65150	REUTHER FORD	Repair of JCHD-28 Transit Van	1,166.26
3/19/2024	65151	SANOFI PASTEUR, INC.	Hillsboro JCHD Vaccine Supply	272.08
3/19/2024	65151	SANOFI PASTEUR, INC.	JCHD Vaccine Stock Arnold	10,034.74
3/19/2024	65152	Robin Summers	Meal Reimbursement	30.86
3/19/2024	65153	Southwest Food Service Excellence	Overpayment for De Soto School District Mobile Trailer	7.50
3/27/2024	65154	ALLIANZ LIFE INSURANCE COMPANY OF NORTH	Employee Voluntary Insurance	50.00
3/27/2024	65155	Arch Images	New Building Architect Service	12,591.18
3/27/2024	65156	BENCO DENTAL	Monthly Medical Supply Order	188.44
3/27/2024	65157	CDW GOVERNMENT, INC.	Docking Station for Brandon on Senior Van	300.03
3/27/2024	65157	CDW GOVERNMENT, INC.	Laptop & Accessories for Communications New Hire	2,220.30
3/27/2024	65157	CDW GOVERNMENT, INC.	New Communications Hire	233.89
3/27/2024	65157	CDW GOVERNMENT, INC.	Patient Account Rep PC and Medical Assistant PC	3,822.60
3/27/2024	65158	First State Community Bank	New Building/Loan Interest Payment	63,492.72
3/27/2024	65159	Kristy Kaltenbronn	Mileage Reimbursement	45.98
3/27/2024	65160	Mary Kenney	Mileage Reimbursement	57.91
3/27/2024	65161	LAMP	Interpreter Services	52.75
3/27/2024	65162	Marciella Ardolino Consulting, LLC	February 2024/Contracted Medical Billing	1,299.65
3/27/2024	65163	MCKESSON MEDICAL-SURGICAL	IUD Placement	180.59
3/27/2024	65164	Missouri Environmental Health Association	MEHA Conference	500.00
3/27/2024	65164	Missouri Environmental Health Association	MEHA Dues	60.00
3/27/2024	65165	Midwest Elevator Co.	Monthly Maintenance of Arnold Elevator	358.02
3/27/2024	65166	MidMark	Service Call for Exam Bed	350.00
3/27/2024	65167	POGUE QUALITY CONSTRUCTION	Emergency Replacement of Heat Exchanger for Rooftop HVAC Unit	3,375.00
3/27/2024	65167	POGUE QUALITY CONSTRUCTION	Replace Plug on Extension Cord	775.00
3/27/2024	65167	POGUE QUALITY CONSTRUCTION	Replacement Parts for Senior Van Repairs	1,520.00
3/27/2024	65168	PUBLIC WATER SUPPLY DIST. #1	Water	49.19
3/27/2024	65169	R & S NORTHEAST LLC	Birth Control Supplies for Family Planning Clinic	7,580.12
3/27/2024	65170	REUTHER FORD	Oil Changes and Repairs	51.80
Report Total				175,605.29

## LIST OF VENDORS PAID VIA ELECTRONIC PAYMENTS FOR:

March 2024

VENDORS	ESTIMATED AMOUNT	ESTIMATED DATE DUE	ACTUAL AMOUNT	DATE OF PAYMENT
AFLAC	\$ 101.08	3/31/2024	\$ 101.08	3/27/2024
AMAZON	\$ 5,000.00	3/31/2024	\$ 1,530.51	4/2/2024
AMEREN- HILLSBORO	\$ 2,000.00	3/31/2024	\$ 701.03	3/27/2024
AMEREN-ARNOLD	\$ 1,500.00	3/31/2024	\$ 882.19	3/27/2024
ASSURITY	\$ 2,500.00	3/31/2024	\$ 1,949.73	4/9/2024
AXA	\$ 7,000.00	3/31/2024	\$ 4,486.22	3/28/2024
CARD SERVICES-VISA	\$ 15,000.00	3/31/2024	\$ 5,673.94	3/27/2024
CMIT - IT Services	\$ 25,000.00	3/31/2024	\$ 10,456.84	3/25/2024
CULLIGAN INDUSTRIAL-FILTER (approx \$31 every 3 months)	\$ 40.00	3/20/2024	\$ -	
CULLIGAN INDUSTRIAL-MIXED BED (\$98 every 3 months)	\$ 120.00	3/20/2024	\$ -	
Enterprise VISA	\$ 15,000.00	3/31/2024	\$ 1,936.63	3/26/2024
Forte (Merchant Services)	\$ 1,500.00	3/10/2024	\$ 1,292.73	3/10/2024
GOOGLE, LLC	\$ 18.00	3/10/2024	\$ 18.00	3/5/2024
Groundworks Lawn & Landscape	\$ 440.00	3/31/2024	\$ -	
IDEXX	\$ 5,000.00	3/31/2024	\$ -	
LINDE GAS (PRAXAIR) - ARNOLD	\$ 400.00	3/31/2024	\$ 241.35	3/27/2024
LINDE GAS (PRAXAIR) - HILLSBORO	\$ 400.00	3/31/2024	\$ 223.94	3/27/2024
MISSOURI AMERICAN WATER	\$ 75.00	3/31/2024	\$ 48.98	3/27/2024
MISSOURI EMPLOYEES MUTUAL	\$ 3,000.00	3/31/2024	\$ 2,613.00	4/2/2024
MISSOURI LAGERS	\$ 46,000.00	3/31/2024	\$ 42,845.56	3/28/2024
UMB - HSA	\$ 4,300.00	3/20/2024	\$ 4,211.38	3/20/2024
PAYLOCITY Payroll Processing Fees	\$ 2,100.00	3/20/2024	\$ 1,339.61	3/20/2024
Payroll Taxes & Liabilities	\$ 100,000.00	3/20/2024	\$ 86,794.18	3/20/2024
PITNEY BOWES/LEASE	\$ 165.00	3/20/2024	\$ -	
PITNEY BOWES/PURCHASE POWER	\$ 1,300.00	3/20/2024	\$ -	
QUEST DIAGNOSTICS-ARNOLD	\$ 3,000.00	3/31/2024	\$ 2,317.54	4/3/2024
QUEST DIAGNOSTICS-HILLSBORO	\$ 3,000.00	3/31/2024	\$ 1,098.68	4/3/2024
QUEST DIAGNOSTICS-WELLNESS VAN	\$ 2,000.00	3/31/2024	\$ 393.89	4/3/2024
Salaries & Wages	\$ 275,000.00	3/20/2024	\$ 247,378.36	3/20/2024
SPECTRUM BUSINESS-Arnold	\$ 250.00	3/31/2024	\$ 179.19	3/27/2024
SPECTRUM BUSINESS-HILLSBORO-TV	\$ 50.00	3/31/2024	\$ 49.99	3/27/2024
SPIRE - Gas/Arnold	\$ 200.00	3/31/2024	\$ 124.55	3/25/2024
SPIRE - Gas/Hillsboro	\$ 300.00	3/31/2024	\$ 332.19	3/25/2024
UNITED HEALTHCARE	\$ 60,000.00	3/31/2024	\$ 45,549.03	4/2/2024
UNITED PARCEL SERVICES	\$ 100.00	3/20/2024	\$ 43.94	3/18/2024
Verizon	\$ 500.00	3/31/2024	\$ -	
WAGeworks	\$ 140.00	3/20/2024	\$ 122.00	
WALMART	\$ 3,300.00	3/20/2024	\$ -	
WASTE MANAGEMENT-ARNOLD	\$ 180.00	3/31/2024	\$ -	
WASTE MANAGEMENT-HILLSBORO	\$ 175.00	3/31/2024	\$ -	
WEX BANK - Vehicle Fuel	\$ 3,500.00	3/31/2024	\$ 1,368.71	3/1/2024
WINDSTREAM - ALL LOCATIONS	\$ 13,150.00	3/31/2024	\$ 14,619.18	3/28/2024
<b>TOTALS</b>	<b>\$ 602,804.08</b>		<b>\$ 480,924.15</b>	

**VENDORS FOR PRE-APPROVAL FOR ELECTRONIC PAYMENTS FOR:**

May 2024

VENDORS	ESTIMATED AMOUNT	ESTIMATED DATE DUE	ACTUAL AMOUNT	DATE OF PAYMENT
AFLAC	\$ 101.08	5/31/2024		
AMAZON	\$ 5,000.00	5/31/2024		
AMEREN- HILLSBORO	\$ 2,000.00	5/31/2024		
AMEREN-ARNOLD	\$ 1,500.00	5/31/2024		
ASSURITY	\$ 2,500.00	5/31/2024		
AXA	\$ 7,000.00	5/31/2024		
CARD SERVICES-VISA	\$ 15,000.00	5/31/2024		
CMIT - IT Services	\$ 25,000.00	5/31/2024		
CULLIGAN INDUSTRIAL-FILTER (approx \$31 every 3 months)	\$ 40.00	5/20/2024		
CULLIGAN INDUSTRIAL-MIXED BED (\$98 every 3 months)	\$ 120.00	5/20/2024		
Enterprise VISA	\$ 15,000.00	5/31/2024		
Forte (Merchant Services)	\$ 1,500.00	5/20/2024		
GOOGLE, LLC	\$ 18.00	5/20/2024		
Groundworks Lawn & Landscape	\$ 440.00	5/31/2024		
IDEXX	\$ 5,000.00	5/31/2024		
LINDE GAS (PRAXAIR) - ARNOLD	\$ 400.00	5/31/2024		
LINDE GAS (PRAXAIR) - HILLSBORO	\$ 400.00	5/31/2024		
MISSOURI AMERICAN WATER	\$ 75.00	5/31/2024		
MISSOURI EMPLOYEES MUTUAL	\$ 3,000.00	5/31/2024		
MISSOURI LAGERS	\$ 46,000.00	5/31/2024		
UMB - HSA	\$ 4,300.00	5/20/2024		
PAYLOCITY Payroll Processing Fees	\$ 2,100.00	5/20/2024		
Payroll Taxes & Liabilities	\$ 100,000.00	5/20/2024		
PITNEY BOWES/LEASE	\$ 165.00	5/20/2024		
PITNEY BOWES/PURCHASE POWER	\$ 1,300.00	5/20/2024		
QUEST DIAGNOSTICS-ARNOLD	\$ 3,000.00	5/31/2024		
QUEST DIAGNOSTICS-HILLSBORO	\$ 3,000.00	5/31/2024		
QUEST DIAGNOSTICS-WELLNESS VAN	\$ 2,000.00	5/31/2024		
Salaries & Wages	\$ 275,000.00	5/20/2024		
SPECTRUM BUSINESS-Arnold	\$ 250.00	5/31/2024		
SPECTRUM BUSINESS-HILLSBORO-TV	\$ 50.00	5/31/2024		
SPIRE - Gas/Arnold	\$ 200.00	5/31/2024		
SPIRE - Gas/Hillsboro	\$ 300.00	5/31/2024		
UNITED HEALTHCARE	\$ 60,000.00	5/31/2024		
UNITED PARCEL SERVICES	\$ 100.00	5/20/2024		
Verizon	\$ 500.00	5/31/2024		
WAGeworks	\$ 140.00	5/20/2024		
WALMART	\$ 3,300.00	5/20/2024		
WASTE MANAGEMENT-ARNOLD	\$ 180.00	5/31/2024		
WASTE MANAGEMENT-HILLSBORO	\$ 175.00	5/31/2024		
WEX BANK - Vehicle Fuel	\$ 3,500.00	5/31/2024		
WINDSTREAM - ALL LOCATIONS	\$ 13,150.00	5/31/2024		
<b>TOTALS</b>	<b>\$ 602,804.08</b>		<b>\$ -</b>	

**March 2024 Legal Expenses**

Lewis Brisbois Bisgaard & Smith LLP

Invoices: -

Check #'s: -

Check Date: -

<u>Invoice Date</u>	<u>Invoice #</u>	<u>Paid By</u>	<u>Check #</u>	<u>Description</u>	<u>Amount</u>
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No Legal Invoices Paid in March

**Total \$ \$ \_\_\_\_\_ -**

**Jefferson County Health Department**  
**March 2024 VISA Expenses**

<b>Date</b>	<b>Check Number</b>	<b>Name</b>	<b>Description</b>	<b>Amount</b>
02/27/2024	PO 9781	Carousel Florist	Flowers For Funeral Service	49.99
03/03/2024	INV01081415	Connectwise	JCHD Ticketing System	254.70
03/04/2024	E0300R9TOV	Microsoft	Exchange Online Subscription	48.00
03/04/2024	E0300R9YYL	Microsoft	Power Automate Subscription	15.00
03/04/2024	E0300R9WC3	Microsoft	Azure Active Directory Subscription	18.00
03/05/2024	PO 9698-2	Microsoft	12 Month Power BI Pro Subscription	10.00
03/05/2024	E0300R9WB3	Microsoft	Office 365 E3 Subscription	92.00
03/05/2024	E0300R9V09	Microsoft	Microsoft Subscriptions	1214.96
03/07/2024	PO 9793	Drury Inns	MHA Leadership Series Hotel Rooms	677.82
03/07/2024	326004	Curve Dental	Curve Hero Dental SaaS	670.00
03/07/2024	1147399	Checkr	Pre-Employment Background Checks	219.23
03/08/2024	PO 9657	DoubleTree Hotel	Hotel Stay for MO Oral Health Policy Conference	684.52
03/11/2024	03112024-EM	Express Mart	Car Washes for Fleet Vehicles	240.00
03/12/2024	PO 9834	Holiday Inn Express	Immunization Conference Lodging	260.58
03/15/2024	PO 9833	University of Missouri Immunization Conference	Immunization Conference Registration Fee	100.00
03/19/2024	PO 9816	De Soto Chamber of Commerce	ommunity Education & Awareness of Lead Poisonin	258.84
03/21/2024	MAR212024	Adobe	Adobe Subscriptions	290.84
03/21/2024	PO 9826	MidMark Corporation	Service Call for Arnold Exam Bed	350.00
03/22/2024	PO 9821	Panera Bread	Professional Development Day Breakfast	219.46

**Total: \$5,673.94**



Jefferson County Health Department

Balance Sheet

As of 3/31/2024

Unaudited

(In Whole Numbers)

	<u>Current Year</u>
<b>Assets</b>	
Current Assets	
Cash Operating Account	4,056,802
Cash Cafeteria Account	9,038
Petty Cash	150
Cash Operating Trust	295,279
Cash Operating Reserve	3,670,760
Accounts Receivable	312,787
Accrued Accounts Receivable	26,929
Taxes Receivable	1,326,280
Prepaid Insurance	61,069
Prepaid Postage	<u>2,288</u>
Total Current Assets	9,761,382
Long-term Assets	<u>3,894,359</u>
Total Assets	<u>13,655,741</u>
<b>Liabilities</b>	
Short-term Liabilities	
Walmart Credit Card	-18
Lowes Credit Card	-74
UMB VISA	9,458
Enterprise VISA	-15,121
Accounts Payable	68,640
Employee Benefits Payable	36,924
Accrued Wages	155,526
Accrued Payroll Tax	11,451
Deferred Revenue	73,337
FSA	9,025
Deferred Inflow	<u>181,095</u>
Total Short-term Liabilities	<u>530,244</u>
Total Liabilities	<u>530,244</u>
<b>Net Assets</b>	
Beginning Net Assets	12,487,940
Current YTD Net Income	<u>637,557</u>
Total Net Assets	<u>13,125,498</u>
Total Liabilities and Net Assets	<u>13,655,741</u>

Jefferson County Health Department  
Statement of Revenues and Expenditures  
From 3/1/2024 Through 3/31/2024  
Unaudited

(In Whole Numbers)

	Current Period Actual March	Current Year Actual January - March	YTD Budget January - March	YTD Budget Variance	Total Budget	Percent Total Budget Remaining - Original
Revenue						
Contract, Grants, Donations	192,408	887,663	1,267,175	(379,512)	3,391,369	(74)%
Tax Revenue	926,699	1,326,280	1,326,280	0	4,852,557	(73)%
Earned Revenue	<u>87,515</u>	<u>480,859</u>	<u>628,210</u>	<u>(147,352)</u>	<u>1,772,841</u>	<u>(73)%</u>
Total Revenue	<u>1,206,622</u>	<u>2,694,801</u>	<u>3,221,665</u>	<u>(526,864)</u>	<u>10,016,766</u>	<u>(73)%</u>
Total Revenue	<u>1,206,622</u>	<u>2,694,801</u>	<u>3,221,665</u>	<u>(526,864)</u>	<u>10,016,766</u>	<u>(73)%</u>
Expenditures						
Wages & Benefits	423,726	1,368,645	1,592,693	224,048	5,946,855	77 %
Contractual	20,480	39,320	68,366	29,046	223,463	82 %
Program Supplies	58,896	218,560	314,310	95,749	1,099,889	80 %
Telecommunications	18,736	71,065	88,597	17,533	345,849	79 %
Postage & Shipping	367	1,225	1,385	160	5,540	78 %
Facility & Equipment	10,843	57,864	82,780	24,916	787,920	93 %
Fleet	13,527	39,143	47,791	8,648	169,848	77 %
Travel	2,319	3,570	5,958	2,388	20,993	84 %
Professional Development	10,875	46,495	126,716	80,221	350,932	87 %
Marketing	552	1,152	21,149	19,997	76,931	99 %
Election Expense	0	114,060	125,000	10,940	125,000	9 %
Capital Improvements	<u>76,084</u>	<u>82,988</u>	<u>168,821</u>	<u>85,833</u>	<u>863,545</u>	<u>90 %</u>
Total Expenditures	<u>636,405</u>	<u>2,044,087</u>	<u>2,643,565</u>	<u>599,478</u>	<u>10,016,766</u>	<u>80 %</u>
Total Expenditures	<u>636,405</u>	<u>2,044,087</u>	<u>2,643,565</u>	<u>599,478</u>	<u>10,016,766</u>	<u>80 %</u>
Net Revenue Over Expenditures	<u>570,217</u>	<u>650,715</u>	<u>578,100</u>	<u>72,614</u>	<u>0</u>	<u>0 %</u>

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Adult Brain Injury (ABI) Region F</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 5,445	\$ 5,445	\$ 15,761	\$ 16,795	\$ 47,703	\$ 47,903
<b>Adult Brain Injury (ABI) Region G</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 5,391	\$ 5,391	\$ 15,926	\$ 16,948	\$ 46,720	\$ 46,720
<b>Child Care Health Consultation (CCHC)</b> Contract Period: 10/1/2023 - 09/30/2024 <i>Quarterly Reporting/Invoicing</i>	\$ 3,979	\$ 3,808	\$ 3,979	\$ 3,979	\$ 6,084	\$ 6,084
<b>Children &amp; Youth with Special Health Care Needs (CYSHCN) Region 10</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 5,839	\$ 5,839	\$ 16,265	\$ 16,761	\$ 51,437	\$ 51,437
<b>Children &amp; Youth with Special Health Care Needs (CYSHCN) Region 11</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 7,326	\$ 7,326	\$ 17,738	\$ 18,469	\$ 47,304	\$ 47,304
<b>Cities Readiness Initiative (CRI)</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 4,916	\$ 4,916	\$ 12,825	\$ 12,825	\$ 33,183	\$ 33,183

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>COVID-19 and Adult Vaccination Supplemental (AIG)</b> Contract Period: 02/01/2021 - 06/30/2025	\$ 3,851	\$ 3,551	\$ 17,873	\$ 17,573	\$ 90,382	\$ 90,382
<b>Environmental Child Care Sanitation Inspections (CCSI)</b> Contract Period: 10/01/2022 - 09/30/2025	\$ 430	\$ 737	\$ 2,010	\$ 2,226	\$ 10,425	\$ 9,173
<b>Epidemiology &amp; Laboratory Capacity Expansion (ELC EXP)</b> Contract Period: 07/01/2021 - 07/31/2024 Invoiced End of Month	\$ -	\$ 24,407	\$ 57,890	\$ 82,297	\$ 891,629	\$ 916,035
<b>Implementation of Grading System &amp; Advancement on Conformance with the Program Standard (GSAC)</b> Contract Period: 02/01/2022 - 12/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ -	\$ 2,099	\$ 3,587	\$ 4,421	\$ 107,247	\$ 107,247
<b>Implementing Overdose Strategies at the Local Level (IOPSL)</b> Contract Period: 11/01/2021 - 02/29/2024	\$ -	\$ 8,058	\$ 60,350	\$ 33,402	\$ 299,083	\$ 152,163
<b>Improving Oral Health Teledentistry Sealants (SEAL)</b> Contract Period: 09/01/2023 - 08/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ -	\$ 858	\$ 3,736	\$ 3,126	\$ 14,150	\$ 16,442

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Jefferson Foundation Program Support (PS2324)</b> Grant Period: 06/01/2023 - 05/31/2024	\$ -	\$ 10,402	\$ -	\$ 37,119	\$ 175,000	\$ 132,289
<b>Local Public Health Disparities Initiative (LPHDI)</b> Contract Period: 03/01/2022 - 05/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ -	\$ 19,098	\$ 59,140	\$ 70,757	\$ 880,938	\$ 908,496
<b>Maternal Child Health Services (MCH)</b> Contract Period: 10/1/2023 - 09/30/2024	\$ 1,432	\$ 1,432	\$ 4,990	\$ 4,990	\$ 11,475	\$ 11,475
<b>Missouri Family Health Council, Inc. Family Planning Title X (TITLE X)</b> Contract Period: 04/01/2023 - 03/31/2024	\$ 81,393	\$ 68,850	\$ 137,154	\$ 180,431	\$ 400,505	\$ 638,014
<b>Overdose Date to Action (OD2A)</b> Contract Period: 09/01/2023 - 08/31/2024 Invoiced End of Month	\$ -	\$ 1,617	\$ 8,472	\$ 10,090	\$ 24,714	\$ 26,332
<b>Public Health Emergency Preparedness (PHEP)</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 14,308	\$ 14,308	\$ 39,650	\$ 39,650	\$ 123,923	\$ 123,926

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Superfund Lead Health Education &amp; Voluntary Institutional Control Programs (LEAD)</b> Contract Period: 10/1/2023 - 09/30/2024	\$ -	\$ 8,835	\$ 28,784	\$ 19,948	\$ 50,422	\$ 49,736
<b>Show Me Healthy Women (SMHW)</b> Contract Period: 06/30/2023 - 06/29/2024	\$ -	\$ 2,853	\$ 861	\$ 8,267	\$ 2,242	\$ 28,949
<b>Wise Woman (WW)</b> Contract Period: 06/30/2023 - 06/29/2024	\$ -	\$ -	\$ -	\$ -	\$ 1,086	\$ 1,086
<b>State Investment in Local Public Health Services (CORE/CHIP)</b> Contract Period: 06/01/2021 - 05/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ 58,872	\$ 38,442	\$ 61,638	\$ 63,216	\$ 838,186	\$ 778,084
<b>Workforce (WFD)</b> Contract Period: 10/01/2022 - 06/30/2024 Invoiced End of Month	\$ -	\$ 31,808	\$ 48,300	\$ 80,801	\$ 295,921	\$ 327,397
<b>Public Health Infrastructure Grant (INFR)</b> Contract Period: 8/1/2023 - 11/30/2027	\$ -	\$ 6,277	\$ 34,314	\$ 40,591	\$ 75,030	\$ 81,307

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Wellness Van Grant</b> Jefferson Foundation	\$ -	\$ -	\$ 250,000	\$ -	\$ 250,000	\$ -
<b>Golf Tournament Funding</b>	\$ -	\$ 1,565	\$ 7,150	\$ 5,415	\$ 7,150	\$ 816
<b>Health Unit Tax (MIL TAX)</b> Period: 01/01/2023- 12/31/2024	\$ 926,699	\$ 271,765	\$ 1,326,280	\$ 793,962	n/a	n/a
<b>Indirect/Adminstrative Fees Earned</b> Period: 01/01/2024 - 12/31/2024	\$ 4,600	\$ 4,600	\$ 80,198	\$ 80,198	n/a	n/a
<b>Rent Income</b> Period: 01/01/2024 - 12/31/2024	\$ 900	\$ 900	\$ 4,100	\$ 4,100	n/a	n/a
<b>Donations/Contributions</b> Period: 01/01/2024 - 12/31/2024	\$ 23	\$ -	\$ 98	\$ -	n/a	n/a

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: March 2024		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Fee for Service (FEE)</b> Period: 01/01/2024 - 12/31/2024	\$ 81,218	\$ 81,218	\$ 375,731	\$ 375,731	n/a	n/a
<b>TOTALS for Month &amp; Fiscal Year-to-Date</b>	<u>\$ 1,206,622</u>	<u>\$ 636,405</u>	<u>\$ 2,694,801</u>	<u>\$ 2,044,087</u>		





Executive Director's Report  
JCHD Board of Trustees Meeting  
April 25th, 2024

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1. Recognition of Employee Achievement Award

Steven Crawford was honored by the Missouri Environmental Health Association with the Lifetime Achievement Award.

2. Employee Professional Development Day-March 21<sup>st</sup>

We held our Professional Development Day at the Hillsboro Civic Center on March 21<sup>st</sup>. It was very successful with several speakers and various topics. We appreciate Mr. Pigg giving an opening talk to the staff. I would also like to acknowledge the hard work of Brianne Zwiener and Nikki Null for putting the development day together.

3. JCHD Board elections

We are excited to have new board member, Valerie Brown Taylor, and incumbent, Amber Henry serve on the JCHD Board following their election victory in April.

4. PHEOC activation

The JCHD Public Health Emergency Operations Center has been activated at the awareness level. This activation is due to the substantial increase in measles cases. The awareness level prompts our preparedness team to review our readiness in the event we must respond to an increase of measles in the county. They review, create and edit plans for this response and work with other sections of JCHD who might be part of the response.

5. On-going Projects

1. **Strategic Planning** – Administrative staff will be meeting May 1<sup>st</sup> to develop our strategic plan.
2. **Job Descriptions** – Staff are reviewing job description and meeting with HR Tailormade to update all JCHD job descriptions. Once completed, the new descriptions will be more closely aligned with our job performance appraisals.
3. **Salary study** – Progress meeting scheduled for April 22<sup>nd</sup>.
4. **New Building Project** – we are beginning to see progress with the new building. Footings are being poured. We should have a new timeline for completion at the next Building meeting on Thursday, April 25<sup>th</sup>.



*Jefferson County Health Department will champion positive health outcomes and behaviors through innovative programs and community engagement.*

## NEW BUILDING REPORT

April 2024

1. Footings are being poured for the building.
2. Waiting on full building permit from City of Hillsboro.
3. Furniture meeting on April 30<sup>th</sup>.

4. Architect financial report:

Contract amount:	\$719,750.00
Billed against:	<u>\$554,453.44</u>
Remaining:	\$165,296.56

77.03% of the architect contract has been completed

5. Construction financial report (no payment requests made since last report)

Contract amount:	\$7,942,300.00
Billed against:	<u>\$ 305,925.65</u>
Remaining:	\$7,636,374.35



**Jefferson County Health Department**  
405 Main Street, Hillsboro, MO 63050  
Phone: 636-797-3737 Fax: 636-797-4631  
[www.jeffcohealth.org](http://www.jeffcohealth.org)



**Public Health**  
Prevent. Promote. Protect.



Jefferson County Health Department will champion positive health outcomes and behaviors through innovative programs and community engagement.

## 2024 Clinical Services Board Report- March

JCHD clinical services section consists of nursing services including office general clinic and family planning services, community clinical services, mobile wellness program services, communicable disease testing, Tuberculosis investigations and case management, nutrition services, dental services, and front office services including vital records.

### Foundational Public Health Services Areas: Access to Healthcare, Maternal Child & Family Health, Chronic Disease Prevention, and Communicable Disease

#### Family Planning:

- Total appointments in the Family Planning program in March was 116 for 110 distinct patients.
- The Right Time Program has been extended for funding through December 31, 2024.
- JCHD participated in a clinical efficiency study the week of April 15-17. During this study a consultant evaluated the JCHD clinical flow from registration through check-out and provided input and suggestions to improve the clinical efficiency. A report will be provided from this study on the April Board Report.
- Family Planning Clinic was granted additional Title X funding of \$20,000 for the 2023-2024 contract timeframe that had to be utilized by March 30th. Those funds were utilized to stock up on contraceptive methods, period and hygiene products for our patients and community members in need, educational literature and posters for the clinic.

#### General Clinic:

- Total appointments in General Clinic in March was 233 for 190 distinct patients.
- TB Program: The breakdown for TB services in March includes: LTBI=19, Investigations=12, LTBI DOT=6, Active TB=2, Cases Closed=5. JCHD sent staff for TB program training on March 12th. The August 2023 TB event After Action Report was finalized in March.
- Immunizations: JCHD will be attending the Missouri Immunization Conference April 24-April 26 in Columbia, MO. We are working on returning overstock of Influenza vaccines for credit. The expiration date is June but if we return before that date we will get the maximum credit. We will keep a minimal number on hand and available at both locations through the expiration. Next year's prebook is secured with our first shipment expected by the end of August. Prevnar 13 is soon to be replaced with Prevnar 20. We are working with vaccine reps to get our stocks of Prevnar 13 returned for credit.
- Childcare Health Consultation- The 2024 childcare provider training schedule was released, JCHD is collaborating with Environmental and Case Management for 2 lead poisoning prevention presentations. The CCHC program is connecting with DeSoto Head Start to offer health promotions to all four classrooms,

#### Community Clinics:

- Total Community Clinic appointments in March was 232 appointments for 118 distinct patients.
- The mobile team toured the Craftsmen facility in St. Charles on March 7th. JCHD is finalizing the sales agreement with Craftsmen after feedback to the vendor on layout and design of the new mobile vehicle. The build for the new mobile healthcare vehicle is expected to take 8 months from the signing of the sales agreement.
- Several members of the community and clinical teams attended a two-day unhoused event on March 18-19th where we provided wellness services, program education and outreach.
- The community clinical team is preparing for the Measles Emergency Response exercise that will be taking place in April and will include clinical aspects of testing and vaccination as part of the exercise.

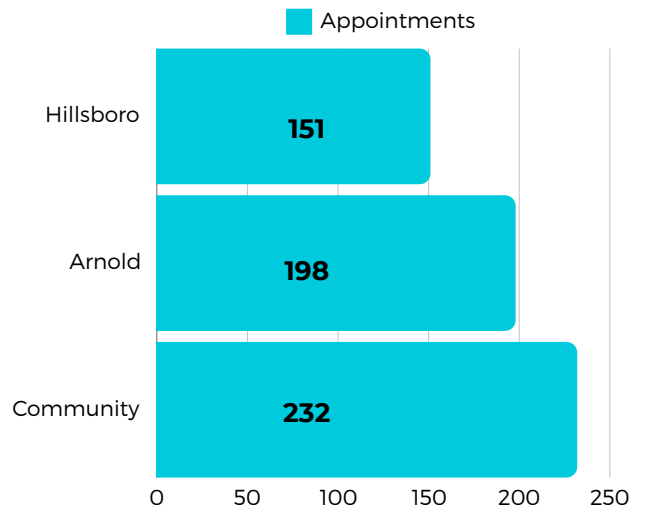
## March Medical Appointment Data

### Total Appointments

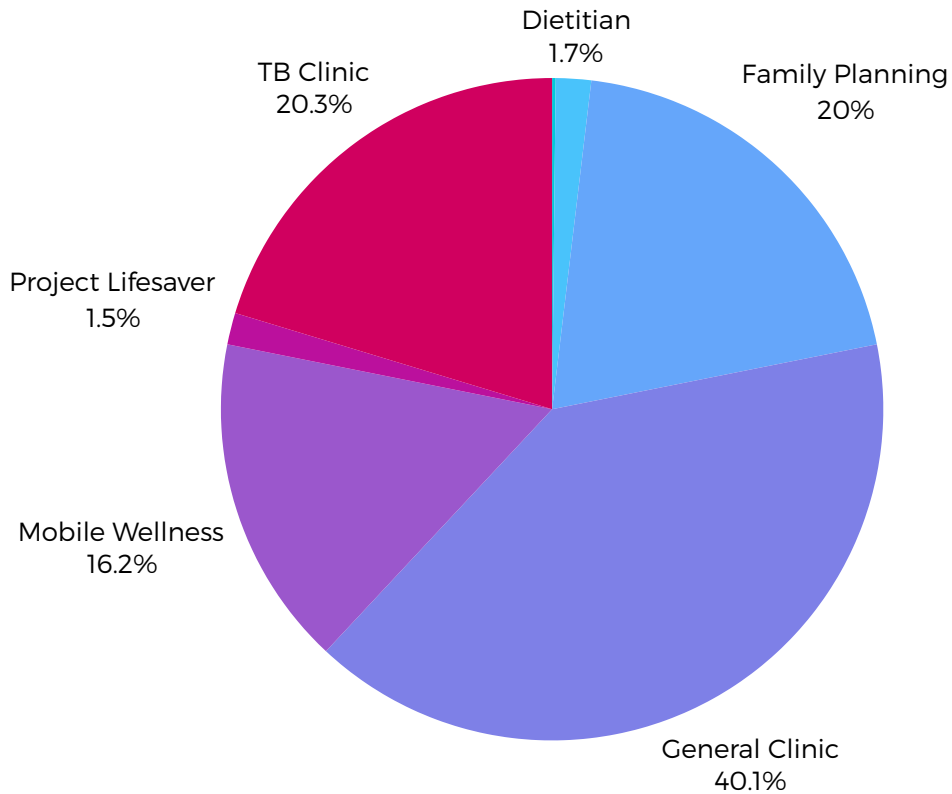


**581**

### Appointments by Location



### Appointments by Resource



**Dental Services:**

- The Pediatric Dental team spent March at the Hillsboro school system. See below for details of services provided at the school system.
- The Smiles To Go Program will be moving to the Festus school system in April to finish out the school year.
- The dental program provided services for a total of 114 unique patients in February. This includes 75 patients in the pediatric dental program and 39 adult patients.



**JCHD Smiles to Go Dental Van  
Provided Services Report**



**Hillsboro School District**  
3/5/24-3/28/24

Procedure	#
Exams Completed/Students Seen	72
Cleanings and Fluoride	69
Sealants	149
Fillings	33
Extractions	1
After School Emergencies	4

**Amount of Services Provided: \$27,675.26**

**Vital Records:**

- JCHD provides both birth and death certificates at the Hillsboro and Arnold offices. For more information on these services you can visit the website at: <https://www.jeffcohealth.org/administrative-services>
- In the first quarter of 2024 the front office staff provided services at a two-day unboxed event. Both birth and death certificates were offered at the event for attendees. JCHD provided 8 birth certificates during that event at no cost to the recipients. JCHD utilized the Jefferson Foundation Program Support Grant to cover the costs of these certificates.
- The chart below provides data on vital records provided during the first quarter of 2024 by month and location.

<b>Quarter 1</b>		
	<b>Arnold</b>	<b>Hillsboro</b>
<b>Jan:</b>		
# birth:	467	504
# death:	354	895
\$:	11300.66	18062.51
<b>Feb:</b>		
# birth:	445	565
# death:	358	920
\$:	11017.44	19232.07
<b>March:</b>		
# birth:	564	592
# death:	234	499
\$:	11362.31	14896.46
# total:	2422	3975
\$ total:	33680.41	52191.04
<b>Grand totals, both offices:</b>		6397 #
		85871.45 \$



Jefferson County Health Department will champion positive health outcomes and behaviors through innovative programs and community engagement.

## Community Services Board Report- April 2024

(Analytics and Updates from March 2023)

The Community Services Department consists of our Communicable Disease Prevention Team, Environmental Public Health Team, Public Health Preparedness Planner and the Special Healthcare Needs Team. This department manages non-clinical public health programs.

### Foundation of Public Health Module Areas of Capability and Expertise:

#### Communicable Disease Prevention:

##### Increase in Invasive Serogroup Y Meningococcal Disease in the United States - CDC Health Advisory, March 28, 2024

**Background** Meningococcal disease, caused by the bacterium *Neisseria meningitidis*, is a rare but severe illness with a case-fatality rate of 10–15% even with appropriate antibiotic treatment. Meningococcal disease most often presents as meningitis, with symptoms that may include fever, headache, stiff neck, nausea, vomiting, photophobia, or altered mental status; or as meningococcal bloodstream infection, with symptoms that may include fever and chills, fatigue, vomiting, cold hands and feet, severe aches and pains, rapid breathing, diarrhea, or, in later stages, a dark purple rash. While initial symptoms of meningococcal disease can at first be non-specific, they worsen rapidly, and the disease can become life-threatening within hours. Immediate antibiotic treatment for meningococcal disease is critical. Survivors may experience long-term effects such as deafness or amputations of the extremities.

**Summary** The Centers for Disease Control and Prevention (CDC) is issuing this Health Alert Network (HAN) Health Advisory to alert healthcare providers to an increase in invasive meningococcal disease, mainly attributable to *Neisseria meningitidis* serogroup Y (Figure). In 2023, 422 cases were reported in the United States, the highest annual number of cases reported since 2014. As of March 25, 2024, 143 cases have been reported to CDC for the current calendar year, an increase of 62 cases over the 81 reported as of this date in 2023. A specific meningococcal strain, sequence type (ST) 1466, is responsible for most (101 of 148, 68%) serogroup Y cases with available sequence type data that were reported across the United States in 2023. Cases caused by this strain are disproportionately occurring in people ages 30–60 years (65%), Black or African American people (63%), and people with HIV (15%). In addition, most cases of invasive meningococcal disease caused by ST-1466 in 2023 had a clinical presentation other than meningitis: 64% presented with bacteremia, and at least 4% presented with septic arthritis. Of 94 patients with known outcomes, 17 (18%) died; this case-fatality rate is higher than the historical case fatality rate of 11% reported for serogroup Y cases in 2017–2021.

#### Communicable Disease Prevention continued:

**Mission:** Capacity to prevent and stop the spread of disease through strategies such as surveillance, investigation, education, and interventions.

**Programs:** Communicable Disease Investigation, Vector Control, Animal Bite Investigations

**Funding Sources:** Public Health Emergency Preparedness (PHEP) MDHSS Contract, Epidemiological and Laboratory Capacity Enhancing Detection Expansion (ELC-EXP) MDHSS Contract.

# Communicable Disease Surveillance Summary Report

## Communicable Disease Surveillance Summary Report - March 2024

### Jefferson County, Missouri

#### NOTES ON THE DATA:

- All data and information are conditional and may change as more reports are received.
- Case definitions are established by the Missouri Department of Health and Senior Services' (DHSS) Communicable Disease Investigation Reference Manual. The totals reflect the number of confirmed and probable cases reported; suspect cases are not included.
- Data is reported in epidemiologic weeks established by the CDC's Morbidity and Mortality Weekly Report (MMWR). The MMWR week starts on a Sunday and ends on Saturday. Values for MMWR week range from 1 to 53, although most years consist of 52 weeks. The 2024 MMWR calendar began on December 31, 2023.
- Case date may be based on the onset date, diagnosis date, specimen date, or test date.
- Excluded from this report are Sexually Transmitted Diseases, Influenza, and COVID-19.
- Jefferson County Health Department monitors all reportable disease cases year-round. Figures 1. and 2. include detailed views of diseases or conditions that may be of importance during the time of year this report is published. Variables such as outbreaks or the seasonality of communicable diseases may affect the number of cases per month and call for a more in-depth look. Seasonal change in the incidence of infectious diseases is common.

#### Additional Sources of Information:

Jefferson County Health Department's Respiratory Illness page

- <https://www.jeffcohealth.org/respiratory-illnesses>

Missouri Department of Health and Senior Services Influenza Surveillance Report

- <https://health.mo.gov/living/healthcondiseases/communicable/influenza/dashboard.php>

Missouri Department of Health and Senior Services, Communicable Disease Investigation Reference Manual

- <https://health.mo.gov/living/healthcondiseases/communicable/communicabledisease/cdmanual/index.php>

**Table 1. Number of Enteric Cases by Month, Jefferson County, Missouri**

Disease or Condition	Five Previous Months					Year to Date Comparison		
	November 2023	December 2023	January 2024	February 2024	March 2024	YTD 2024	YTD 5 Previous Year Mean	YTD Alert <sup>1</sup>
Campylobacteriosis	2	1	0	3	0	3	5.2	
Cryptosporidiosis	0	0	0	0	0	0	0.6	
Cyclosporiasis	0	0	0	0	0	0	0	
E. Coli O157:H7	0	0	1	0	0	1	0	
E. Coli Shiga Toxin +	0	0	1	0	0	1	1.4	
Giardiasis	0	1	2	1	0	3	0	*
Hepatitis A Acute	0	0	0	0	0	0	1.4	
Listeriosis	0	0	0	0	0	0	0.2	
Salmonellosis	4	2	1	0	0	1	5.4	
Shigellosis	2	0	0	1	0	1	0	
Yersiniosis	0	1	0	1	0	1	1.2	
<b>Enteric Totals</b>	<b>8</b>	<b>5</b>	<b>5</b>	<b>6</b>	<b>0</b>	<b>11</b>	<b>15.4</b>	

<sup>1</sup> Year- to- Date alerts represent an increase of at least one standard deviation for total cases in the current year compared to the same time period in the five previous years.



**Table 2. Number of Respiratory and Systemic Disease Cases by Month,  
Jefferson County, Missouri**

Disease or Condition	Five Previous Months					Year to Date Comparison		
	November 2023	December 2023	January 2024	February 2024	March 2024	YTD 2024	YTD 5 Previous Year Mean	YTD Alert
Coccidioidomycosis	0	0	0	0	0	0	0	
Haemophilus Influenzae, Invasive	1	2	1	0	0	1	2	
Legionellosis	2	0	0	0	0	0	0.4	
Measles	0	0	0	0	0	0	0.2	
Pertussis	0	1	1	1	0	2	6	
Staph Aureus, VISA	0	0	0	0	0	0	0.6	
Streptococcus Pneumoniae, Invasive	1	3	3	4	2	10	8.8	
Streptococcal Toxic Shock Syndrome	0	0	0	0	0	0	0	
Varicella	0	0	0	0	0	0	1.4	
<b>Respiratory and Systemic Totals</b>	<b>4</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>2</b>	<b>13</b>	<b>19.4</b>	

**Table 3. Number of Vector-Borne Cases by Month,  
Jefferson County, Missouri**

Disease or Condition	Five Previous Months					Year to Date Comparison		
	November 2023	December 2023	January 2024	February 2024	March 2024	YTD 2024	YTD 5 Previous Year Mean	YTD Alert
Anaplasma Phagocytophilum	0	0	0	0	0	0	0	
Babesiosis	0	0	0	0	0	0	0	
Dengue Fever	0	0	0	1	0	1	0	
Ehrlichia Chaffeensis	0	0	0	0	0	0	0	
Ehrlichia Ewingii	0	0	0	0	0	0	0	
Ehrlichiosis Anaplasmosis Undetermined	1	0	0	0	0	0	0	
Lyme	0	0	0	0	0	0	0	
Malaria	0	0	0	0	0	0	0	
Q Fever	0	0	0	0	0	0	0	
Rocky Mountain Spotted Fever	0	0	0	0	0	0	0.2	
Tularemia	0	0	0	1	0	1	0	
<b>Vector-Borne Totals</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0.2</b>	

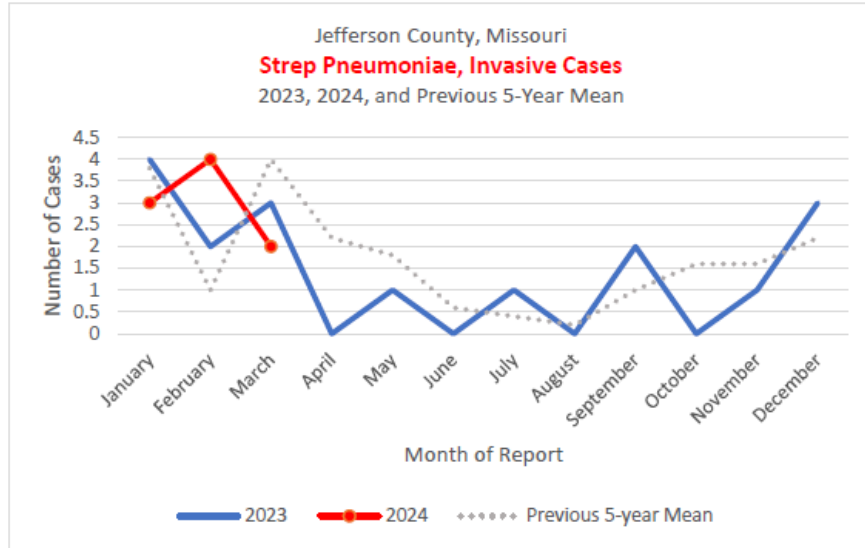
**Table 4. Number of Other/Miscellaneous Cases by Month,  
Jefferson County, Missouri**

Disease or Condition	Five Previous Months					Year to Date Comparison		
	November 2023	December 2023	January 2024	February 2024	March 2024	YTD 2024	YTD 5 Previous Year Mean	YTD Alert
Animal Bites	21	19	14	18	27	59	45	*
MOTT	1	2	0	1	1	2	6	
Rabies Animal	0	0	0	0	0	0	0	
Rabies Post Exposure Prophylaxis	2	1	0	0	0	0	2.2	
TB Disease	1	0	0	0	0	0	0.4	
TB Infection	3	1	3	0	3	8	9	
<b>Other/Miscellaneous Totals</b>	<b>28</b>	<b>23</b>	<b>17</b>	<b>19</b>	<b>31</b>	<b>48</b>	<b>62.6</b>	

## Figure 1. Strep Pnuemoniae, Invasive

### Jefferson County, Missouri

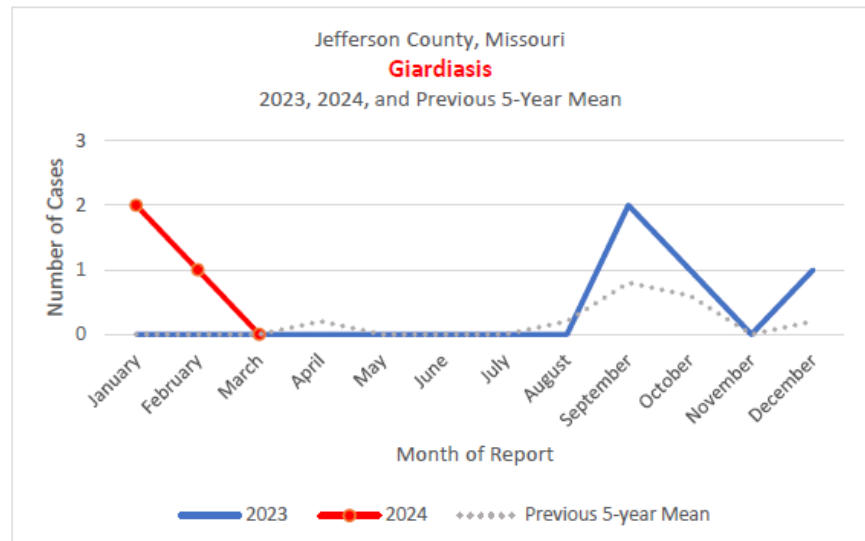
Strep Pneumoniae, also called pneumococcus, is a bacterium that causes acute infection. Strep pneumoniae bacteria can cause many types of infections, such as pneumonia, meningitis, sinusitis, and bacteremia. Some of these infections can be life-threatening. Some pneumococcal infections are considered "invasive" when the infection occurs in areas of the body that are normally sterile. Two pneumococcal vaccines are available in the United States to help protect against pneumococcal disease. There were 2 cases of Strep Pneumoniae, Invasive reported during March 2024 in Jefferson County. During the previous 5 years, the number of cases has ranged from 0 to 8 per month.



## Figure 2. Giardiasis

### Jefferson County, Missouri

Giardia is a tiny parasite that causes the diarrheal disease giardiasis. Giardia is found on surfaces or in soil, food, or water that has been contaminated with feces from infected people or animals. You can get giardiasis if you swallow Giardia germs. Giardia spreads easily and can spread from person to person or through contaminated water, food, surfaces, or objects. The most common way people get sick is by swallowing contaminated drinking water or recreational water (for example, lakes, rivers, or pools). Healthcare providers can prescribe the proper antiparasitic medications to help reduce the amount of time symptoms last. Asymptomatic infection is also common. There were 0 cases of Giardiasis reported during March 2024 in Jefferson County. During the previous 5 years, the number of cases has ranged from 0 to 2 per month. A year-to-date alert has been noted for Giardiasis. Year-to-date alerts are present when the total cases in the current year are more than one standard deviation above the mean for the same time period in the previous five years.



# Environmental Public Health

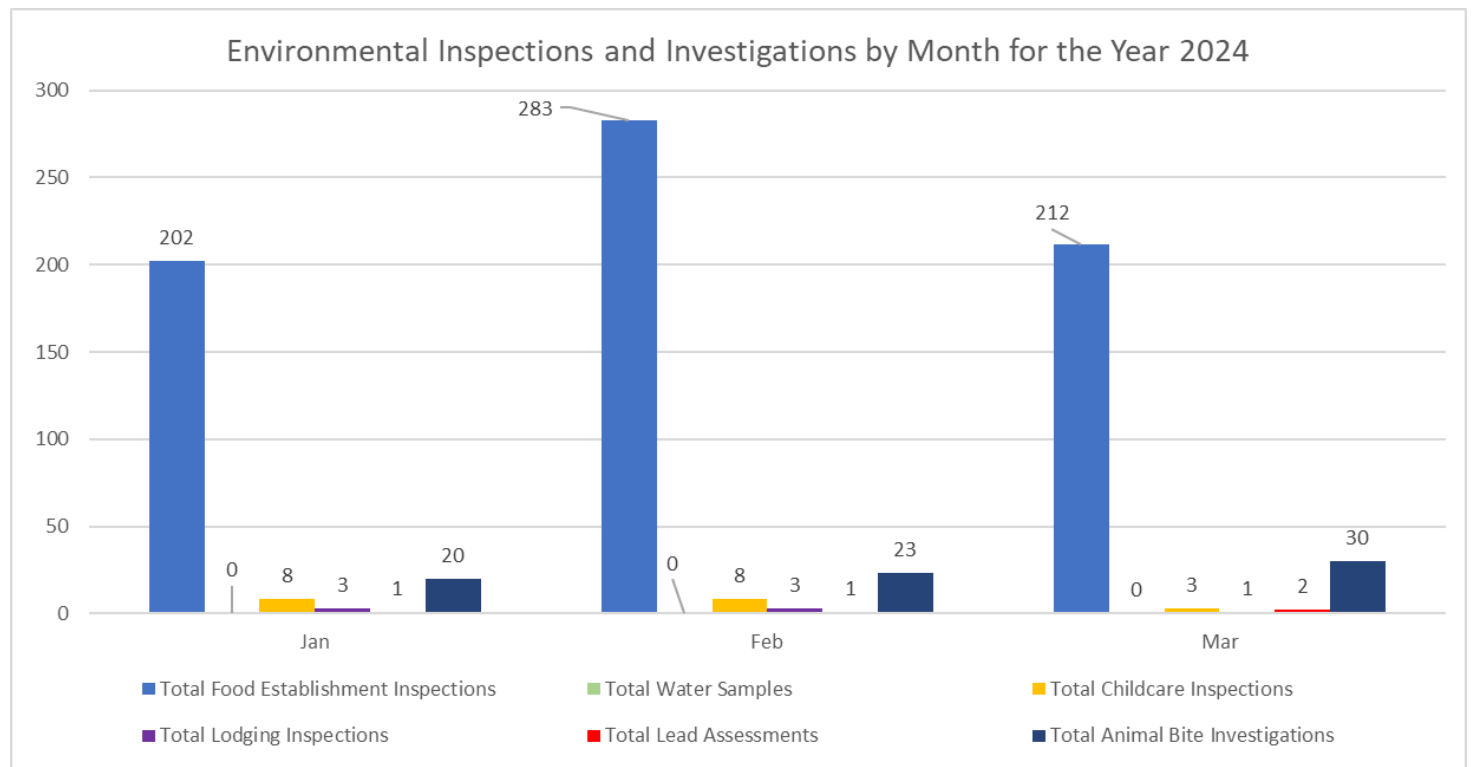
## Environmental Public Health:

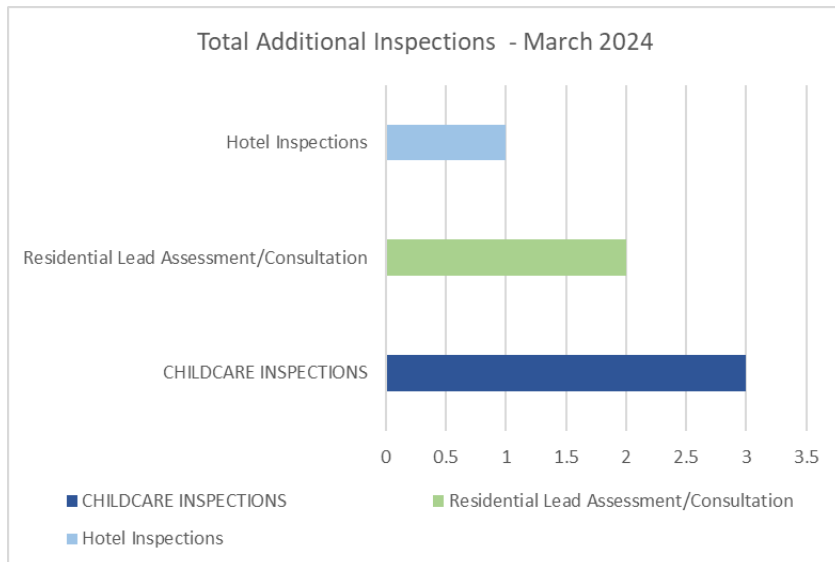
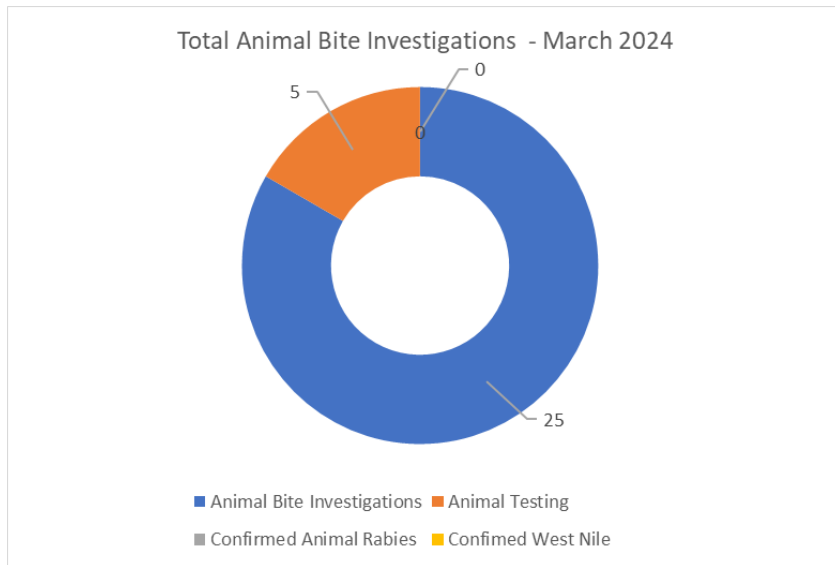
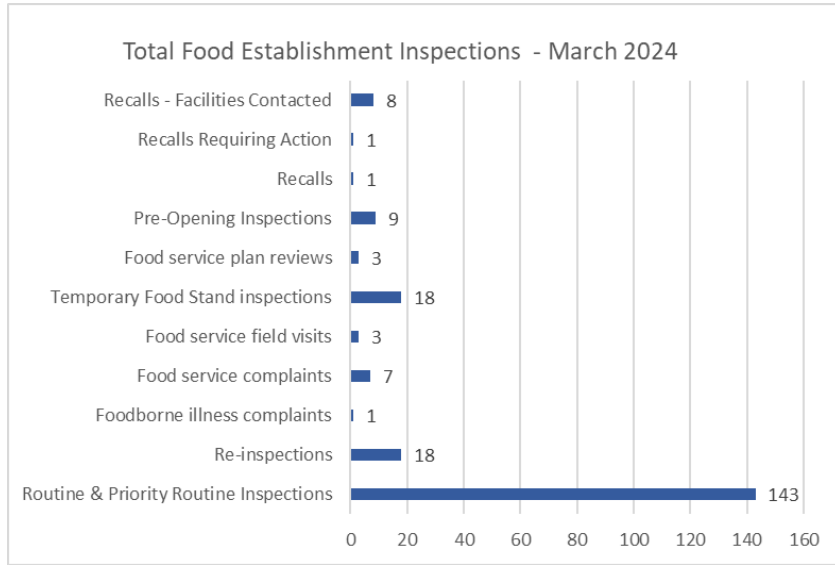
- The environmental Lead program conducted 1 lead risk assessment for a county resident, 1 consultation and 1 community event to educate on the risks of lead poisoning and promote lead screenings and soil and private well water testing that can be completed by EPA.
- There was one Class 1 High recall for ground cinnamon, with the potential to be contaminated with lead. 8 stores were visited by inspectors with 100% compliance by the establishments.

**Mission:** Capacity to reduce harmful exposures and foster safe and health environments that protect communities.

**Programs:** Food Program (Jefferson County Food Code, Food and beverages Permits, Temporary Permits, Farmers Market Master Training, and ServSafe Certifications), Water Sample Laboratory Services (Private and Public Water and Wells), Childcare Sanitation Inspections (CCSI), Lead Assessment and Education, and Lodging.

**Funding Sources:** Childcare Sanitation Inspections (CCSI) MO DHSS Contract, Summer Food Services Program (SFSP) MDHSS Contract, Children's Health Insurance Program (CHIP) Health Services Initiative (HSI)-LEAD MO DHSS Contract, CORE MDHSS Contract, Superfund Lead Health Education and Voluntary Institutional Control Program (VICP) MDHSS contract, Environmental Implementation of Grading System and Advancement on Conformance with Program Standards (GSAC) FDA contract





# Public Health Preparedness and Special Healthcare Needs

## Public Health Preparedness (PHP) - Emergency Preparedness and Response:

The Preparedness Planner and the Community Services Manager continue to complete the 2020 COVID-19 Pandemic After Action Report/Improvement Plan and update the 15 Preparedness Capability Plans utilizing lessons learned during real-world events. Upon completion of these documents, JCHD will submit the Project Public Health Readiness (PPHR) re-accreditation application. Jefferson County is currently the only county in Missouri to hold this national accreditation. During this re-accreditation year, another county will be applying for its first accreditation. The information and education gained during the initial accreditation process in 2019 was instrumental in coordinating the COVID-19 Pandemic Response for the county. PPHR documentation will be submitted to MDHSS and St. Charles County Health Department for initial review. The final submission is due in August 2024.

**Mission:** Capacity to promote ongoing community resilience and preparedness, issue and enforce public health orders, share information with key partners and the general public, and lead the health and medical response to emergencies

**Programs:** Public Health Preparedness Planning and Response, Training and Exercises, and Project Public Health Ready (PPHR) Accreditation

**Funding Sources:** Public Health Emergency Preparedness (PHEP) MDHSS Contract, Cities Readiness Initiative (CRI) MDHSS Contract, Epidemiological and Laboratory Capacity Enhancing Detection Expansion (ELC-EXP) MDHSS Contract.

## Linkage to Medical, Behavioral, and Community Resources:

Examples of resource navigation and case management provided to participants and program updates in the month of March:

- During the month of March, one of our coordinators was able to get medical records for two participants that have been working to get qualified since January. They were able to schedule one enrollment. Another positive outcome is that they were able to provide information for a new provider in the area, and upon sending three separate referrals one day, the provider immediately created a job posting in the area and had interviews already lined up two days later to provide services to our participants.

JCHD contracts with MO Department of Health and Senior Services (MO DHSS) to provide resource navigation to connect participants to providers. MO DHSS reimburses providers for services and JCHD for staffing expenses through the ABI and CYSHCN contracts. No JCHD funds are utilized for this program.

**Mission:** Capacity to develop a strong network of partners with diverse expertise and resources to build a strong foundation for community health.

**Programs:** Adult Brain Injury and Children and Youth with Special Healthcare Needs Service Coordination and Public Health Preparedness inclusion planning

**Funding Sources:** Adult Brain Injury Program Service Coordination (ABI) Missouri Regions F and G, Children and Youth with Special Healthcare Needs Service Coordination (CYSHCN) Missouri Regions 10 and 11.



Jefferson County Health Department will champion positive health outcomes and behaviors through innovative programs and community engagement.

## Health Communications Board Report- April 2024

**Grant/Contract Deliverables:** Community awareness, education, and marketing are part of most contract and grant funds received by the health department. The Health Comms team plays a vital role in developing campaigns, creating and disseminating content, and implementing services and programs related to agency contract/grant funding.

- **Overdose Data to Action Grant**

- Jefferson County Drug Prevention Coalition meeting (29 in attendance)
- Jefferson County Drug Education Conference (41 in attendance)
- Attended the MO Fatality Review for LPHAs in Jefferson City.
  - Discussed the need/how to establish an Overdose Fatality Review Board in Jefferson County and the need to follow up with SIM (Sequential Intercept Model) conducted in Jefferson County to address recidivism in the Jail and supports/priorities identified.
- Visited OnPoint NYC in New York, coordinated through NACCHO, to view innovative harm reduction/safe-use sites and provided ideas for strategies that can be implemented in Jeffco.
- Met with Atlas Youth Outreach and Jefferson County's Mental Health Summit Planning Committee to encourage collaboration with JCDPC membership.
- Narcan doses distributed: 104 doses

- **Maternal Child Health Contract**

- New employee completed MCH Coordinator Training
- Began working on breastfeeding resources printout and webpage.
- Continued work on the website resource page
- Began creating the community partners toolkit, including researching resources, gathering them into accessible versions on the website, creating graphics, and writing posts.
- Planned out programs and offerings for upcoming community events.

- **Children and Youth with Special Healthcare Needs**

- Began drafting a digital awareness campaign to let families know about the program and the funding it provides.

**Foundational Areas:** Injury Prevention, Maternal, Child, & Family Health, Linkage to Resources, Communicable Disease Prevention

**Foundational Capabilities:** Communications, Emergency Preparedness & Response, Organizational Administrative Competencies, Assessment and Surveillance, Community Partnership Development, Accountability & Performance Management

## Health Communications Report (cont'd)

**Community Engagement:** Health Comms team members are often out in the community at various events and locations, providing services and education, learning more about population needs, and developing partnerships. Our team also creates educational and awareness campaigns for the community.

- Jefferson County Drug Education Conference. Presentation topics included:
  - Current Drug Trends & Xylazine
  - SLU Toxicology to discuss substances being analyzed for investigations,
  - MO Poison Control discussed poison-related dares
  - Chestnut PEERS shared their stories of recovery and support in the community.
- Community Event to support the Unhoused at the First Baptist Church of Festus.
  - Narcan and SUD resources were made available and distributed at the event.
- Creating content promoting various JCHD services and public health observance days.
- Attended the family event at Hillsboro Intermediate School and brought the Smoothie Bike. There was great attendance; over 50 kids made smoothies!
- Car Seat Program: Our certified car seat technician provided and installed 7 car seats and checked 9 additional car seats.

**Foundational Areas:** Chronic Disease Prevention, Injury Prevention, Maternal, Child, & Family Health, Linkage to Resources, Communicable Disease Prevention, Environmental Health

**Foundational Capabilities:** Communications, Community Partnership Development, Emergency Preparedness & Response, Organizational Administrative Competencies, Policy Development & Support, Assessment & Surveillance

**Organization & Workforce Development:** The Organizational Development Specialist works on all aspects of developing the agency and our workforce through assessments, training, and quality improvement.

- Continued to update the JCHD Workforce Development Plan, pulling information from December staff surveys, assessing agency Core Competency score, and determining the best training options moving forward.
- Facilitated the March Professional Development Day agenda, training, and staff accommodations.
- Updated job postings and continued to work through recruitment process for open positions.
- Organized and completed onboarding for 4 new employees.
- Assisted clinical services manager with clinical scheduling, coverage, timecard approvals, and teams schedule updates.
- Tracking of LinkedIn Learning certification certificates, staff auto insurance coverage, expired staff ID's, and certificates or licenses set to expire.

**Foundational Capabilities:** Communications, Organizational Administrative Competencies, Accountability & Performance Management, Assessment and Surveillance, Policy Development & Support