

**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](https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw)  
**December 21, 2023, 3:00 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 – Mr. Dennis Diehl, 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 October 26, 2023 Meeting Minutes
  2. Approval of November 17, 2023 Special Meeting Minutes
  3. Approval of December 6, 2023 Special Meeting Minutes
  4. Approval of November 2023 Expenditures
  5. Approval of November 2023 Electronic Payments
  6. Pre-Approval of January 2024 Electronic Payments
- vi. Director’s Report – Ms. Kelley Vollmar**
- vii. Old Business – Mr. Timothy Pigg, Chair**
  1. New Building Updates
  2. Second reading of proposed Bylaws (questions to be addressed in Executive Session per RSMo. 610.021.1.)
  3. Act on Recommendation to Adopt Amended Bylaws
- viii. New Business – Mr. Timothy Pigg, Chair**
  1. Act on Recommendation to Approve the 2024 Holiday Schedule
  2. Act on Recommendation to Approve 2024 JCHC Budget
  3. Act on Recommendation to Approve 2024 Employee Base Raises
  4. Discussion of Legal Expenses
  5. Entertain topics for next agenda by Trustees (limit to 3 topics, requires a second to place item on next agenda)

ix. **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."

x. **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)].

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](https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw)  
**October 26, 2023**

**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 – Excused
- Susan (Suzy) Davis, Member – Present

**OTHERS ATTENDING**

- Kelley Vollmar, Executive Director
- Steve Sikes, Deputy Director Operations
- Jennifer Pinkley, Deputy Director Admin.
- Christi Coleman, Legal Counsel

Others in attendance:

Brianne Zwiener, Public Communications Officer Kristin Firle, Comptroller Melissa Parmeley, Clinical Services Manager
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**APPROVAL OF AGENDA**

Mr. Diehl made a motion to remove item number one under new business. Ms. Davis seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

Ms. Davis made a motion to move item number 3 under new business after Approval of Minutes and Expenditures. Ms. Stidem seconded the motion. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

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

**Approval of August 24, 2023, Meeting Minutes**

Ms. Stidem motioned to approve the August 24, 2023, meeting minutes. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

**Approval of September 28, 2023, Tax Rate Meeting Minutes**

Mr. Diehl motioned to approve the September 28, 2023, Tax Rate meeting minutes. Ms. Stidem seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

**Approval of September 28, 2023, Meeting Minutes**

Ms. Stidem motioned to approve the September 28, 2023, meeting minutes. Ms. Davis seconded. Hearing no discussion, the motion carried, and Chairperson Pigg announced the motion had passed.

**September 2023 APPROVAL EXPENDITURES**

Mr. Diehl motioned to approve the September 2023 expenditures of \$284,500.96. Ms. Stidem seconded. Ms. Davis questioned the bills for the Architect, ASPEN, and legal fees, she states we have spent a lot of money on ASPEN and legal fees.

Ms. Vollmar states that all of ASPEN has been grant funded.

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

**September 2023 APPROVAL ELECTRONIC PAYMENTS**

Ms. Davis motioned to approve the electronic payments for September 2023 of \$509,148.11. Ms. Stidem seconded. Hearing no discussion, the motion carried and Chairperson Pigg announced the motion had passed.

**October 2023 PRE-APPROVAL ELECTRONIC PAYMENTS**

The list of vendors for pre-approved electronic payments for October 2023 was presented to the board with an estimated amount of \$602,365.52. Mr. Diehl motioned to pre-approve the October 2023 Electronic Payments. Ms. Davis seconded. Hearing no discussion. Motion carried and Chairperson Pigg announced the motion had passed.

**Director's Report – Ms. Kelley Vollmar**

Providing flu vaccinations is a core service that our health department provides to the community. We pride ourselves on making public services easily accessible by finding new

ways to reach our populations who need them most. During the past few years, JCHD has utilized clinical community outreach teams to reduce the transportation barriers to annual immunizations. JCHD utilized our sprinter vans to provide annual flu vaccines to homebound patients, at multiple community clinics throughout the four corners of the county, as well as provide on site school clinics at six local participating districts for students and staff.

Update on Robinson Case –The Missouri Supreme Court sent the Robinson case back to Cole County with instructions to vacate the judgment and rehear the case, with the Counties as parties. Plaintiffs (via their counsel, Kim Mathis) voluntarily dismissed the case against DHSS and the Counties on October 6, prior to the Cole County Court issuing an amended judgment. This dismissal, by law, deprives the Court of jurisdiction to hear the allegations of the case as filed by the Plaintiffs. The effect should be that all regulations that were initially struck by the Judgment are automatically reinstated. However, in a unique move, the Attorney General's (AG) office, acting as counsel for MO Department of Health and Senior Services, filed a motion seeking to ensure that the regulations struck by the Court in its initial judgment were not reinstated. The Counties have filed a response to this Motion. As of today, the Court has not ruled on the AG's motion.

Jefferson County Health Department was notified on September 26, 2023, that the Missouri Institute for Community Health (MICH) awarded full accreditation to the agency. MICH board member Bert Malone stated, "The Board of the Missouri Institute for Community Health (MICH) is proud to award this certification to the JCHD and to assure the residents of Jefferson County that they are served by an agency that meets or exceeds all the quality standards for local health departments." JCHD has been a MICH accredited agency since June 2006.

Clinical Services Report – Ms. Melissa Parmeley, Clinical Services Manager

The JCHD Mobile Team attended the Annual Mobile Healthcare Conference in Pittsburgh in September and presented a poster at the conference. The poster highlighted how mobile clinics can create models of sustainability while also coordinating with the community to improve community health.

The agency received the contract for Improving Oral Health School-Based Sealant and Education Program that started on September 1, 2023 and goes through August 31, 2024 in amount of \$18,400.00. The purpose of this contract and project is to promote and provide education and outreach for the importance of dental sealants and services in Jefferson County via a school-based dental sealant program to high-risk children and to collect data for integration into the electronic medical report.

Communications Report – Ms. Brianne Zwiener, Health Communications Manager

Project Homeless Connect Event was held at the Peace Pantry in Cedar Hill. JCHD team members helped to organize the event and coordinate all the services and vendors who attended. Several team members worked at the event including providing services and education, helped attendees navigate the event, and gather essential resources.

The Community Awareness Survey was launched in line with grant deliverable for funding sources. The survey is focused on what the community knows about substance use in the community, possible stigma surrounding the issue, and best ways to educate the community about substance use, overdose, and the resources available.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

### Approval of Preliminary 2024 JCHC Budget

Mr. Diehl made a motion to approve the Preliminary 2024 JCHC Budget. Ms. Stidem seconded. Ms. Firlé explained in the packet the Board was provided with a preliminary 2024 budget and also a drill down budget which has line items of how we came up with the dollar amounts. Chairperson Pigg asked if we had penciled in dollars for our new building, Ms. Firlé stated yes, it is capital project fund. Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

### Presentation from Building Committee on General Contractor bids and Act on Building Committee recommendation to approve General Contractor

Mr. Jim Huber presented on the general contractors, he explained that we received five bids and the committee decided to interview the three low bidders of the project. The committee went through each of the bids and Mr. Huber sent a list of twenty-five questions to each prior to the meeting so they were prepared for the presentation. Discussion held on the general contractors. The recommendation of the committee is to award the contract to Brockmiller Construction.

Ms. Davis made a motion for the Board to give the Chairperson and Secretary authorization to award the contract to Brockmiller Construction pending approval. Ms. Stidem seconded.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, aye Ms. Davis, aye.

Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

### Act on recommendation to allow the Building Committee to act as the signatory for Change Orders on new building project.

Chairperson tabled until special meeting.

First reading of Ordinance Prohibiting Harassment and Discrimination

Mr. Diehl made a motion for the first reading of the Ordinance Prohibiting Harassment and Discrimination. Ms. Stidem seconded. Ms. Davis motioned that the Ordinance be tabled, Chairperson Pigg stated that this is the first reading then there will be discussion it will not be passed until after the second reading at the next regular business meeting.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, aye Ms. Davis, nay.

Dissemination of Draft summary of proposed Bylaw Revisions (proposed revisions to be discussed at November 2023 meeting in closed session with Counsel.)

Ms. Coleman stated that she disseminated the proposed changes to the bylaws to the board members and at the November 2023 meeting she will discuss the proposed changes and if there needs to be any discussion the Board will go into closed session as it would be attorney client privileged communication. Ms. Davis stated that the Bylaw changes needs to be in full view of the public and does not need to be in closed session. Ms. Coleman explained the reason for going into a closed session, Ms. Davis disagreed, and Chairperson Pigg called Ms. Davis out of order at 5:14. Chairperson Pigg explained that the first reading will be in November.

Entertain topics for next agenda by Trustees.

None.

#### **PUBLIC COMMENTS**

None.

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

Chairperson Pigg—Aye  
Mr. Diehl— Aye  
Ms. Davis— Aye  
Ms. Stidem— Aye

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

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

Chairperson Pigg—Aye  
Mr. Diehl— Aye  
Ms. Davis— Aye  
Ms. Stidem— Aye

Nothing to report from closed session.

**ADJOURN**

Mr. Diehl motioned to adjourn the meeting. Ms. Stidem seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 5:52 pm.

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Secretary-Treasurer

DRAFT



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**November 17, 2023**

**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**

- Kelley Vollmar, Executive Director
- Steve Sikes, Deputy Director Operations
- Jennifer Pinkley, Deputy Director Admin.
- Christi Coleman, Legal Counsel
- Others in attendance:

Steve Ferry, IT Manager Kristin Firlle, Comptroller
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**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.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Act on recommendation to select Gilmore & Bell as Bond Counsel for building project.

Ms. Stidem made a motion to select Gilmore & Bell as Bond Counsel for the building project. Mr. Diehl seconded the motion. Ms. Coleman states that the motion needs to be tabled until after executive session so that she could advise the Board about same. Ms. Stidem removed her motion.

Act on recommendation to approve loan terms for building project.

Mr. Diehl made a motion to act on recommendation to approve loan terms for the building project. Ms. Stidem seconded the motion.

Discussion was held on the information provided by Enterprise Bank & Trust, First State Community Bank and Midwest Regional Bank and financing options from First State Community Bank.

Dr. Henry made a motion to accept First State Community Bank as lender for the building project. Mr. Diehl 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, nay.

Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

Mr. Diehl made a motion to accept the financing terms in option two as presented from First State Community Bank. Ms. Stidem 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, nay.

Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

Act on recommendation to allow the Building Committee Chair to act as the signatory for Change Orders on new building project, upon recommendation of the Building Committee.

Dr. Henry made a motion to allow the Building Committee Chair to act as the signatory for Change Orders on the new building project, upon recommendation of the Building Committee. Ms. Davis seconded the motion.

Chairperson Pigg explained this is to ensure that we have timely payments, and they are not holding up the project all this will be obviously informed about these at each meeting. Steve Sikes will be informing everybody of all this at each meeting so this is just to ensure that we are

not holding up any of the project. While we do not not anticipate many change orders, they are possible and we don't want delay in the process while awaiting a Board meeting for approval. Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

## **PUBLIC COMMENTS**

None.

Chairperson Pigg motioned to go into closed session citing Sunshine Law Statute 610.021 Section 1. Ms. Stidem 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.

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

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

Act on recommendation to select Gilmore & Bell as Bond Counsel for building project.

Ms. Davis made a motion to select Gilmore & Bell as Bond Counsel for the building project. Mr. Diehl 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.

Hearing no further discussion. Motion carried and Chairperson Pigg announced the motion had passed.

## **ADJOURN**

Ms. Davis motioned to adjourn the meeting. Ms. Stidem seconded the motion. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 3:00 pm.

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Secretary-Treasurer

DRAFT

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**December 6, 2023**

**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**

- Kelley Vollmar, Executive Director
- Steve Sikes, Deputy Director Operations
- Jennifer Pinkley, Deputy Director Admin.
- Christi Coleman, Legal Counsel

Others in attendance:

Brianne Zwiener, Health Communications Manager Kristin Firlle, Comptroller Rich Francis, Frist State Community Bank Kevin Boren, First State Community Bank Sean Flynn, Gilmore & Bell
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**APPROVAL OF AGENDA**

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

**OLD BUSINESS**

None.

**NEW BUSINESS**

Resolution authorizing the Jefferson County Health Center to enter into a lease purchase transaction to finance certain capital improvements; and authorizing the execution of certain documents and actions in connection therewith, including authorizing the Vice Chair to execute same in the Secretary/Treasurer's stead.

Dr. Henry made a motion to authorize the Jefferson County Health Center to enter into a lease purchase transaction to finance certain capital improvements; and authorize the execution of certain documents and actions in connection therewith, including authorizing the Vice Chair to execute same in the Secretary/Treasurer's stead. Mr. Diehl seconded the motion.

Ms. Davis stated that she thought we were entering into a loan agreement not a lease. Mr. Sean Flynn from Gilmore & Bell (Bond Counsel) explained that the Health Center is much like other governmental agencies in the state of Missouri – we cannot enter into loan agreements, because we have very limited powers when it comes to borrowing for capital projects. We have the authority to enter into leases. Because we have that authority like other governmental entities in the state of Missouri, lease financings are common. This is why we will have a lease transaction as opposed to a traditional loan. The terms of the lease would be identical if we were to able to enter into a loan - interest rate (part of the lease documents) and lease for 20 years. At the end of 20 years, after all the lease payments have been made (which are equal to principal and interest), then the lease documents terminate and the lease and the lease transaction goes away.

Ms. Davis asked if there would be a lien filed. Mr. Flynn responded yes. What we're approving are actually two leases, known as a lease back structure. The Health Center currently owns the property, and we will enter into a base lease with First State Community Bank, wherein we lease them the property. First State Community Bank then leases it back to us under a lease purchase agreement (the second lease), and the rental payments under the lease purchase agreement is equivalent to the principal and interest on the loan.

Chairperson Pigg states this is the way it has to be set up as an entity such as us.

Hearing no further discussion.

Chairperson Pigg, aye; Mr. Diehl, aye; Ms. Stidem, aye; Dr. Henry, aye; Ms. Davis, aye.

Motion carried and Chairperson Pigg announced the motion had passed.

## **PUBLIC COMMENTS**

None.

**ADJOURN**

Dr. Henry motioned to adjourn the meeting. Ms. Davis seconded. Motion carried unanimously and Chairperson Pigg announced the motion had passed. The meeting adjourned at 3:11 pm.

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Secretary-Treasurer

DRAFT

**Jefferson County Health Department**  
 Check/Voucher Register - Monthly Check Register  
 From 11/1/2023 Through 11/30/2023

Date	Check Number	Name	Description	Amount
11/8/2023	64810	Abila	MIP Subscription	623.87
11/8/2023	64811	ALLIANZ LIFE INSURANCE COMPANY OF NORTH	Employee Voluntary Insurance	50.00
11/8/2023	64812	ALLSCRIPTS	Payerpath Claims Mgmt & Call Service	104.58
11/8/2023	64813	Americom	Contract Base Rate Charge for 10/1-10/31	50.00
11/8/2023	64814	Arch Images	New Building Architect Service	7,174.67
11/8/2023	64815	AT&T Mobility	AT&T First Net	2,264.16
11/8/2023	64816	BECKER DENTAL LAB, INC.	September Becker Activity	2,392.00
11/8/2023	64817	BENCO DENTAL	Program Supplies	64.95
11/8/2023	64817	BENCO DENTAL	Program Supplies for Adult Van	117.49
11/8/2023	64817	BENCO DENTAL	Youth Dental Van Supplies	494.09
11/8/2023	64818	Joe Boyd	Per Diem/Uber/Lodging	547.67
11/8/2023	64819	Megan Bridgman	Mileage Reimbursement	91.30
11/8/2023	64820	Burnes-Citadel Security Co	Annual Alarm Inspection - AR	255.00
11/8/2023	64820	Burnes-Citadel Security Co	Annual Alarm Inspection - HB	315.00
11/8/2023	64821	Christine Chadbourne	Start in Arnold Following System Update	12.10
11/8/2023	64822	Taxation Division	October Death Certificates	1,044.00
11/8/2023	64822	Taxation Division	September Death Certificates	796.00
11/8/2023	64823	Cure MD	Charges for Provider License, Inventory, Reporting and Faxing	2,059.24
11/8/2023	64824	Christina Daniele	Pick Up Angela's Belongings in Arnold	11.55
11/8/2023	64825	FABICK POWER SYSTEMS, INC.	Annual PM 2 with Oil Sample	1,115.00
11/8/2023	64826	Fick, Eggemeyer & Williamson, CPAs	2022 Audit Services & Federal Single Audit	19,500.00
11/8/2023	64827	Molly Fox	Annual Child Care Training - Lunch	16.00
11/8/2023	64828	Groundworks Lawn & Landscape	Regular Lawn Maintenance - HB	110.00
11/8/2023	64828	Groundworks Lawn & Landscape	Regular Lawn Maintenance -AR	210.00
11/8/2023	64829	H5-Hillsboro LLC	December 2023 Rent (365 2nd St)	2,000.00
11/8/2023	64829	H5-Hillsboro LLC	November 2023 Rent (365 2nd St)	2,000.00
11/8/2023	64830	HAWKS	Septic Pumping	95.00
11/8/2023	64831	Jennifer Heister	Child Care Annual Training - Lunch	8.44
11/8/2023	64832	Helmets R Us	Helmet Events & Bike Safety Rodeos	1,997.30
11/8/2023	64833	CITY OF HILLSBORO W/S DEPT	Water & Sewer	213.56
11/8/2023	64834	Jefferson County Health Department	FSA	886.65
11/8/2023	64835	Kristy Kaltenbronn	Mileage	8.80
11/8/2023	64835	Kristy Kaltenbronn	Mileage Reimbursement	26.57
11/8/2023	64836	Dan Kane	Annual Child Care Training Lunch	16.00
11/8/2023	64837	LAMP	LAMP Interpreter Services	90.00
11/8/2023	64838	LEADER PUBLICATIONS	Community Education and Awareness of Adult Recommended Immunizations	600.00
11/8/2023	64838	LEADER PUBLICATIONS	Running RFP Bid Process for New Building Bids	363.00
11/8/2023	64839	Lewis Brisbois Bisgaard & Smith LLP	Board Governance 7.2 Hours	2,040.53
11/8/2023	64839	Lewis Brisbois Bisgaard & Smith LLP	Board Member Communications	364.00
11/8/2023	64839	Lewis Brisbois Bisgaard & Smith LLP	General Counseling - 0.3 Hours	84.00
11/8/2023	64839	Lewis Brisbois Bisgaard & Smith LLP	Labor and Employment - 10.8 Hours	2,718.53
11/8/2023	64839	Lewis Brisbois Bisgaard & Smith LLP	Real Estate and Transactional Matters - 2.3 Hours	424.00
11/8/2023	64840	Shari Lexa	Mileage Reimbursement	154.00
11/8/2023	64841	Lowe's	Lowe's October Statement	320.14
11/8/2023	64842	Marciella Ardolino Consulting, LLC	September 2023/Contracted Medical Billing	2,039.59
11/8/2023	64843	Missouri Center for Public Health Excellence	Contracted Services on IOPSLL Project	3,511.92



**Jefferson County Health Department**  
 Check/Voucher Register - Monthly Check Register  
 From 11/1/2023 Through 11/30/2023

Date	Check Number	Name	Description	Amount
11/8/2023	64844	Mercy Occupational Health - Festus	Post Accident Drug and Alcohol Testing and Office Visit	392.50
11/8/2023	64845	Midwest Elevator Co.	Monthly Elevator Maintenance	346.73
11/8/2023	64846	NueSynergy Inc	Cobra Admin 4Q23	168.75
11/8/2023	64847	Optum	AC-Optum-Plan Fund	52.00
11/8/2023	64848	Mary Melissa Parmeley	Transportation from CureMD Conference to Airport	40.15
11/8/2023	64849	Julie Plaster	Childcare Training Lunch	14.98
11/8/2023	64849	Julie Plaster	Emergency Response Training - Lunch	16.00
11/8/2023	64850	POGUE QUALITY CONSTRUCTION	Labor to Troubleshoot and Repair Dental Van Issues	260.00
11/8/2023	64850	POGUE QUALITY CONSTRUCTION	Preventative Maintenance	300.00
11/8/2023	64851	PUBLIC WATER SUPPLY DIST. #1	Water	39.95
11/8/2023	64852	Nancy Radoch	Child Care Annual Training - Lunch	16.00
11/8/2023	64853	Kathryn Rhodes	Mileage Reimbursement - Medicaid Miles	15.95
11/8/2023	64854	St. Louis Automatic Door	Service Call to Service Damaged Latch at Clinic Entry of HB Building	210.00
11/8/2023	64855	Superior Elevator Inspections, LLC	Annual Elevator Inspection	225.00
11/8/2023	64856	Southwest Discount	Apple Butter Festival Refund	50.00
11/8/2023	64857	THERACOM, LLC	Birth Control Supplies for Family Planning Clinic	8,406.99
11/8/2023	64858	Tommy Anderson	MIP Training Conference - Per Diem/Transportation	240.58
11/8/2023	64859	Victoria Bowen	Annual Child Care Training - Lunch	15.75
11/8/2023	64860	Reggie Weiss	Annual Child Care Training - Lunch	16.00
11/8/2023	64861	WIELAND INSURANCE GROUP, LLC	Replace Non-functional Block Heater on Arnold Generator	0.00
11/15/2023	64862	WIELAND INSURANCE GROUP, LLC	Dental Vans Insurance 11/15/2023 - 11/15/2024	8,572.00
11/16/2023	64863	ALLIANZ LIFE INSURANCE COMPANY OF NORTH	Employee Voluntary Insurance	50.00
11/16/2023	64864	ALLSCRIPTS	Payerpath Claims Mgmt & Call Service	307.48
11/16/2023	64865	Americom	Contract Base Rate Charge for 11/1-11/30	50.00
11/16/2023	64865	Americom	Contract Overage Charge	9.40
11/16/2023	64865	Americom	Copier/Printer Overage	50.00
11/16/2023	64866	Angela Piva-Key	Mileage Reimbursement	82.39
11/16/2023	64867	AT&T Mobility	AT&T First Net	2,686.17
11/16/2023	64868	BAILEY'S TEST STRIPS & THERMOMETERS,LLC	Food Inspections	310.00
11/16/2023	64869	BENCO DENTAL	Youth Dental Supplies	286.94
11/16/2023	64869	BENCO DENTAL	Youth Dental Van Supplies	511.03
11/16/2023	64870	Megan Bridgman	Mileage Reimbursement	99.00
11/16/2023	64871	Burnes-Citadel Security Co	Alarm Pad for Arnold Lower Conference Room	338.75
11/16/2023	64872	Canon Financial Services Inc	Copier/Printer Lease	3,028.64
11/16/2023	64873	CDW GOVERNMENT, INC.	Docking Stations and Monitor Hookups for Environmental Workstations	4,586.40
11/16/2023	64874	Taxation Division	October Death Certificates	38.00
11/16/2023	64875	Cure MD	CureMD Monthly Charges	2,128.00
11/16/2023	64876	Deborah Moore	Assurity Overpayment	4.96
11/16/2023	64877	Ellis Battery	Batteries for Building Equipment	106.07
11/16/2023	64878	FABICK POWER SYSTEMS, INC.	Replace Non-Functional Block Heater on Arnold Generator	592.78
11/16/2023	64879	HealthLink	Admin Fee	4.84
11/16/2023	64880	Jefferson County Health Department	FSA	886.65

**Jefferson County Health Department**  
 Check/Voucher Register - Monthly Check Register  
 From 11/1/2023 Through 11/30/2023

<u>Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
11/16/2023	64881	Mary Kenney	Mileage Reimbursement	11.00
11/16/2023	64882	LAMP	Interpreter Services	48.00
11/16/2023	64882	LAMP	LAMP Interpreter Services	31.90
11/16/2023	64883	Shari Lexa	Mileage Reimbursement - Per Diem	166.90
11/16/2023	64884	Mayfield Medical Services, Inc	Lab Certification (Annual Preventative Maintenance)	692.95
11/16/2023	64885	MCKESSON MEDICAL-SURGICAL	Program Supplies	89.10
11/16/2023	64885	MCKESSON MEDICAL-SURGICAL	Program Supplies/Cleaning Supplies	792.81
11/16/2023	64886	Missouri Center for Public Health Excellence	Contracted Services of MOCPHE for IOPSLL Grant October 2023	563.94
11/16/2023	64887	Missouri Department of Health & Senior Services	CPU Time & Access to Birth & Death Certificates	1,316.48
11/16/2023	64888	Mercy Occupational Health - Festus	Pre-Employment Screening	180.00
11/16/2023	64889	Midwest Elevator Co.	Standby Service to Allow Access to Elevator	299.76
11/16/2023	64890	Optum	AC-Optum-Plan Fund	52.00
11/16/2023	64891	Plaza Tire Service	Valve Extensions Installation on Youth Van	34.08
11/16/2023	64892	PUBLIC WATER SUPPLY DIST. #1	Water	49.19
11/16/2023	64893	R & S NORTHEAST LLC	Medical Supplies for Family Planning Clinic	2,206.70
11/16/2023	64894	Reed Fire Protection, Inc	Inspection/Maintenance of the Fire Sprinkler and Backflow Systems in Arnold	250.00
11/16/2023	64895	Kathryn Rhodes	Mileage Reimbursement - 39.60 Paid, Should've Been 11.00	(28.60)
11/16/2023	64895	Kathryn Rhodes	Mileage Reimbursement - Per Diem	128.80
11/16/2023	64896		Patient Refund for Services Not Provided	592.25
11/16/2023	64897	Jacob Schwab	Mileage Reimbursement	23.54
11/16/2023	64898	St. Louis Automatic Door	Replacement of Latch on Entry to Clinic Area from Waiting Room	650.75
11/16/2023	64899	United Access St. Louis South-7	Repair of Wheel Chair Lift on Senior Van	950.00
11/16/2023	64900	Amy Voyitenko	Mileage Reimbursement	301.95
Report Total				104,341.03

## LIST OF VENDORS PAID VIA ELECTRONIC PAYMENTS FOR:

November 2023

VENDORS	ESTIMATED AMOUNT	ESTIMATED DATE DUE	ACTUAL AMOUNT	DATE OF PAYMENT
AFLAC	\$ 162.52	11/30/2023	\$ 162.52	11/28/2023
AMAZON	\$ 5,000.00	11/30/2023	\$ 159.78	11/20/2023
AMEREN- HILLSBORO	\$ 2,000.00	11/30/2023	\$ 877.97	11/14/2023
AMEREN-ARNOLD	\$ 1,500.00	11/30/2023	\$ 846.47	11/28/2023
ASSURITY	\$ 2,500.00	11/30/2023	\$ 1,803.08	12/4/2023
AXA	\$ 7,000.00	11/30/2023	\$ 4,595.12	12/4/2023
CARD SERVICES-VISA	\$ 15,000.00	11/30/2023	\$ 3,819.56	11/22/2023
CMIT - IT Services	\$ 25,000.00	11/30/2023	\$ -	
CULLIGAN INDUSTRIAL-FILTER (approx \$20 every 2 months)	\$ 40.00	11/20/2023	\$ -	
CULLIGAN INDUSTRIAL-MIXED BED (\$98 every 2 months)	\$ 120.00	11/20/2023	\$ -	
Enterprise VISA	\$ 15,000.00	11/30/2023	\$ 4,431.02	11/22/2023
Forte (Merchant Services)	\$ 1,500.00	11/10/2023	\$ 1,119.70	11/10/2023
GOOGLE, LLC	\$ 18.00	11/10/2023	\$ 18.00	11/5/2023
Groundworks Lawn & Landscape	\$ 440.00	11/30/2023	\$ 320.00	11/8/2023
IDEXX	\$ 5,000.00	11/30/2023	\$ 753.17	11/15/2023
LINDE GAS (PRAXAIR) - ARNOLD	\$ 400.00	11/20/2023	\$ 225.24	11/14/2023
LINDE GAS (PRAXAIR) - HILLSBORO	\$ 400.00	11/30/2023	\$ 419.46	11/14/2023
MISSOURI AMERICAN WATER	\$ 75.00	11/30/2023	\$ 41.04	11/28/2023
MISSOURI EMPLOYEES MUTUAL	\$ 3,000.00	11/30/2023	\$ 2,617.00	12/5/2023
MISSOURI LAGERS	\$ 46,000.00	11/30/2023	\$ 45,122.34	12/4/2023
OPTUM BANK - H.S.A.	\$ 3,800.00	11/20/2023	\$ 3,129.32	11/20/2023
PAYLOCITY Payroll Processing Fees	\$ 2,100.00	11/20/2023	\$ 1,482.90	11/20/2023
Payroll Taxes & Liabilities	\$ 100,000.00	11/20/2023	\$ 81,053.66	11/20/2023
PITNEY BOWES/LEASE	\$ 165.00	11/20/2023	\$ -	
PITNEY BOWES/PURCHASE POWER	\$ 1,300.00	11/20/2023	\$ -	
QUEST DIAGNOSTICS-ARNOLD	\$ 3,000.00	11/30/2023	\$ 2,063.09	11/20/2023
QUEST DIAGNOSTICS-HILLSBORO	\$ 3,000.00	11/30/2023	\$ 1,494.24	11/20/2023
QUEST DIAGNOSTICS-WELLNESS VAN	\$ 2,000.00	11/30/2023	\$ 414.04	11/20/2023
Salaries & Wages	\$ 275,000.00	11/20/2023	\$ 267,036.00	11/20/2023
SPECTRUM BUSINESS-Arnold	\$ 250.00	11/30/2023	\$ 179.19	11/28/2023
SPECTRUM BUSINESS-HILLSBORO-TV	\$ 50.00	11/30/2023	\$ 49.99	12/5/2023
SPIRE - Gas/Arnold	\$ 200.00	11/30/2023	\$ 78.73	11/28/2023
SPIRE - Gas/Hillsboro	\$ 300.00	11/30/2023	\$ 157.58	11/28/2023
UNITED HEALTHCARE	\$ 60,000.00	11/30/2023	\$ 54,226.13	11/28/2023
UNITED PARCEL SERVICES	\$ 100.00	11/20/2023	\$ -	
Verizon	\$ 500.00	11/30/2023	\$ -	
WAGeworks	\$ 140.00	11/22/2023	\$ 146.00	11/22/2023
WALMART	\$ 3,300.00	11/20/2023	\$ -	
WASTE MANAGEMENT-ARNOLD	\$ 180.00	11/30/2023	\$ 200.61	11/13/2023
WASTE MANAGEMENT-HILLSBORO	\$ 175.00	11/20/2023	\$ 167.87	11/13/2023
WEX BANK - Vehicle Fuel	\$ 3,500.00	11/30/2023	\$ 2,833.83	11/14/2023
WINDSTREAM - ALL LOCATIONS	\$ 13,150.00	11/30/2023	\$ 8,280.06	11/13/2023
<b>TOTALS</b>	<b>\$ 602,365.52</b>		<b>\$ 490,324.71</b>	

VENDORS FOR PRE-APPROVAL FOR ELECTRONIC PAYMENTS FOR:

January 2024

VENDORS	ESTIMATED AMOUNT	ESTIMATED DATE DUE	ACTUAL AMOUNT	DATE OF PAYMENT
AFLAC	\$ 162.52	1/31/2024		
AMAZON	\$ 5,000.00	1/31/2024		
AMEREN- HILLSBORO	\$ 2,000.00	1/31/2024		
AMEREN-ARNOLD	\$ 1,500.00	1/31/2024		
ASSURITY	\$ 2,500.00	1/31/2024		
AXA	\$ 7,000.00	1/31/2024		
CARD SERVICES-VISA	\$ 15,000.00	1/31/2024		
CMIT - IT Services	\$ 25,000.00	1/31/2024		
CULLIGAN INDUSTRIAL-FILTER (approx \$20 every 2 months)	\$ 40.00	1/20/2024		
CULLIGAN INDUSTRIAL-MIXED BED (\$98 every 2 months)	\$ 120.00	1/20/2024		
Enterprise VISA	\$ 15,000.00	1/31/2024		
Forte (Merchant Services)	\$ 1,500.00	1/10/2024		
GOOGLE, LLC	\$ 18.00	1/10/2024		
Groundworks Lawn & Landscape	\$ 440.00	1/31/2024		
IDEXX	\$ 5,000.00	1/31/2024		
LINDE GAS (PRAXAIR) - ARNOLD	\$ 400.00	1/20/2024		
LINDE GAS (PRAXAIR) - HILLSBORO	\$ 400.00	1/31/2024		
MISSOURI AMERICAN WATER	\$ 75.00	1/31/2024		
MISSOURI EMPLOYEES MUTUAL	\$ 3,000.00	1/31/2024		
MISSOURI LAGERS	\$ 46,000.00	1/31/2024		
OPTUM BANK - H.S.A.	\$ 3,800.00	1/20/2024		
PAYLOCITY Payroll Processing Fees	\$ 2,100.00	1/20/2024		
Payroll Taxes & Liabilities	\$ 100,000.00	1/20/2024		
PITNEY BOWES/LEASE	\$ 165.00	1/20/2024		
PITNEY BOWES/PURCHASE POWER	\$ 1,300.00	1/20/2024		
QUEST DIAGNOSTICS-ARNOLD	\$ 3,000.00	1/31/2024		
QUEST DIAGNOSTICS-HILLSBORO	\$ 3,000.00	1/31/2024		
QUEST DIAGNOSTICS-WELLNESS VAN	\$ 2,000.00	1/31/2024		
Salaries & Wages	\$ 275,000.00	1/20/2024		
SPECTRUM BUSINESS-Arnold	\$ 250.00	1/31/2024		
SPECTRUM BUSINESS-HILLSBORO-TV	\$ 50.00	1/31/2024		
SPIRE - Gas/Arnold	\$ 200.00	1/31/2024		
SPIRE - Gas/Hillsboro	\$ 300.00	1/31/2024		
UNITED HEALTHCARE	\$ 60,000.00	1/31/2024		
UNITED PARCEL SERVICES	\$ 100.00	1/20/2024		
Verizon	\$ 500.00	1/31/2024		
WAGeworks	\$ 140.00	1/22/2024		
WALMART	\$ 3,300.00	1/20/2024		
WASTE MANAGEMENT-ARNOLD	\$ 180.00	1/31/2024		
WASTE MANAGEMENT-HILLSBORO	\$ 175.00	1/20/2024		
WEX BANK - Vehicle Fuel	\$ 3,500.00	1/31/2024		
WINDSTREAM - ALL LOCATIONS	\$ 13,150.00	1/31/2024		
<b>TOTALS</b>	<b>\$ 602,365.52</b>		<b>\$ -</b>	

**Jefferson County Health Department**  
**November 2023 VISA Expenses**

<u>Date</u>	<u>Check Number</u>	<u>Name</u>	<u>Description</u>	<u>Amount</u>
10/31/2023	PO 9426	United	Flights for National Network of Oral Health Access Conference	329.00
11/1/2023	312763	Curve Dental	Curve Hero Dental SaaS	670.00
11/2/2023	PO 9054-3	Sam's Club	Worksite Wellness Supplies	189.74
11/2/2023	PO 9563	Hampton Inn	CYSHCN Service Coordinator Meeting in Jefferson City 11/1-11/2	164.00
11/2/2023	PO 9567	Hampton Inn	CYSHCN Service Coordinator Meeting in Jefferson City 11/1-11/2	107.00
11/4/2023	E0300PQJU8	MicroSoft	Office 365 E3 Subscription	92.00
11/4/2023	E0300PQLB9	MicroSoft	Exchange Online Subscription	48.00
11/4/2023	E0300PQLBA	MicroSoft	Microsoft Subscriptions	1,204.97
11/4/2023	E0300PQLBB	MicroSoft	Power Automate Subscription	15.00
11/4/2023	E0300PQOCF	MicroSoft	Azure Active Directory Subscription	18.00
11/7/2023	1033321	Checkr Inc	Pre-Employment Background Checks	68.17
11/12/2023	2073161879	Hootsuite	Social Media Management Platform Subscription	774.00
11/16/2023	PO 9605	GoDaddy.com	Cost to Renew 4 JCDPC Domains to Maintain Coalition's Website	100.68
11/20/2023	PO 9499-2	Maven Analytics Inc.	3 Months for a PowerBi Training Course	39.00

**Total \$3,819.56**

**October 2023 Legal Expenses** Paid in November  
(same report as last month)

**Lewis Brisbois Bisgaard & Smith LLP**

Invoices: 3800413, 3800414, 3800415, 3800416, 3800417

Check #: 64839

Check Date: 11/08/2023

<u>Invoice Date</u>	<u>Invoice #</u>	<u>Paid By Check #</u>	<u>Description</u>	<u>Amount</u>
10/24/2023	3800413	64839	General Counseling - 0.3 Hours	\$ 84.00
10/24/2023	3800414	64839	Real Estate and Transactional Matters - 2.3 Hours	\$ 424.00
10/24/2023	3800415	64839	Board Governance - 7.2 Hours	\$ 2,040.53
10/24/2023	3800416	64839	Labor and Employment - 10.8 Hours	\$ 2,718.53
10/24/2023	3800417	64839	Board Member Communications - 1.3 Hours	\$ 364.00
				<b><u>Total \$ \$ 5,631.06</u></b>

Jefferson County Health Department

Balance Sheet

As of 11/30/2023

Unaudited

(In Whole Numbers)

	<u>Current Year</u>
<b>Assets</b>	
Current Assets	
Cash Operating Account	633,309.00
Cash Cafeteria Account	8,362.00
Petty Cash	150.00
Cash Operating Trust	290,671.00
Cash Operating Reserve	5,530,555.00
Accounts Receivable	591,955.00
Accrued Accounts Receivable	69,427.00
Taxes Receivable	3,746,358.00
Prepaid Insurance	112,111.00
Prepaid Postage	<u>2,847.00</u>
Total Current Assets	10,985,744.00
Long-term Assets	<u>3,894,359.00</u>
Total Assets	<u>14,880,104.00</u>
<b>Liabilities</b>	
Short-term Liabilities	
Walmart Credit Card	(996.00)
Lowes Credit Card	260.00
UMB VISA	11,504.00
Enterprise VISA	(7,754.00)
Accounts Payable	76,150.00
Employee Benefits Payable	31,996.00
Accrued Wages	164,915.00
Accrued Payroll Tax	12,079.00
Deferred Revenue	101,963.00
FSA	8,498.00
Deferred Inflow	<u>181,095.00</u>
Total Short-term Liabilities	<u>579,711.00</u>
Total Liabilities	<u>579,711.00</u>
<b>Net Assets</b>	
Beginning Net Assets	13,408,485.00
Current YTD Net Income	891,908.00
Total Net Assets	<u>14,300,393.00</u>
Total Liabilities and Net Assets	<u>14,880,104.00</u>

Jefferson County Health Department  
Statement of Revenues and Expenditures  
From 11/1/2023 Through 11/30/2023  
*Unaudited*

(In Whole Numbers)

	Current Period Actual November	Current Year Actual January - November	YTD Budget January - November	YTD Budget Variance January - November	Total Budget	Percent Total Budget Remaining
Revenue						
Contract, Grants, Donations	177,651	3,257,970	3,554,503	(296,534)	3,926,530	(16)%
Tax Revenue	376,067	3,882,380	3,882,380	-	4,258,447	(9)%
Earned Revenue	82,576	1,376,207	1,262,738	113,469	1,347,767	2 %
Total Revenue	<u>636,293</u>	<u>8,516,556</u>	<u>8,699,621</u>	<u>(183,065)</u>	<u>9,532,744</u>	<u>(10)%</u>
Total Revenue	<u>636,293</u>	<u>8,516,556</u>	<u>8,699,621</u>	<u>(183,065)</u>	<u>9,532,744</u>	<u>(10)%</u>
Expenditures						
Wages & Benefits	438,893	5,041,107	5,620,955	579,848	6,165,662	17 %
Contractual	16,326	609,798	455,304	(154,494)	473,108	(29)%
Program Supplies	22,117	620,515	980,939	360,424	1,079,893	42 %
Telecommunications	10,443	190,451	121,166	(69,285)	132,816	(45)%
Postage & Shipping	197	3,106	5,999	2,894	7,048	52 %
Facility & Equipment	14,759	441,687	576,869	135,182	624,651	29 %
Fleet	16,315	117,416	140,632	23,215	152,074	23 %
Travel	7,166	50,050	54,128	4,078	60,797	15 %
Professional Development	(816)	203,327	321,088	117,761	345,520	41 %
Marketing	5,489	27,290	79,871	52,581	91,174	68 %
Election Expense	-	125,839	100,000	(25,839)	100,000	(26)%
Capital Improvements	-	-	250,000	250,000	300,000	100 %
Total Expenditures	<u>530,888</u>	<u>7,430,585</u>	<u>8,706,951</u>	<u>1,276,366</u>	<u>9,532,744</u>	<u>21 %</u>
Total Expenditures	<u>530,888</u>	<u>7,430,585</u>	<u>8,706,951</u>	<u>1,276,366</u>	<u>9,532,744</u>	<u>21 %</u>
Net Revenue Over Expenditures	<u>105,405</u>	<u>1,085,972</u>	<u>(7,330)</u>	<u>1,093,301</u>	<u>-</u>	



Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		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	\$ 5,551	\$ 5,551	\$ 56,511	\$ 58,171	\$ 26,919	\$ 26,919
<b>Adult Brain Injury (ABI) Region G</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 5,313	\$ 5,313	\$ 57,277	\$ 55,803	\$ 25,993	\$ 25,993
<b>American Rescue Plan Act (ARPA)</b> 2022 Funding, Carried Over - Arnold HVAC	\$ -	\$ -	\$ 20,567	\$ 20,132	\$ 72,765	\$ 72,330
<b>Child Care Health Consultation (CCHC)</b> Contract Period: 10/1/2023 - 09/30/2024 <i>Quarterly Reporting/Invoicing</i>	\$ -	\$ 86	\$ 14,194	\$ 14,492	\$ -	\$ 214
<b>Children &amp; Youth with Special Health Care Needs (CYSHCN) Region 10</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 6,707	\$ 6,545	\$ 59,417	\$ 59,435	\$ 52,711	\$ 52,333
<b>Children &amp; Youth with Special Health Care Needs (CYSHCN) Region 11</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 4,819	\$ 4,846	\$ 55,406	\$ 55,401	\$ 24,760	\$ 24,787

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Cities Readiness Initiative (CRI)</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 3,844	\$ 3,844	\$ 55,355	\$ 60,339	\$ 16,239	\$ 16,239
<b>Community Vaping Education &amp; Disposal</b> Grant Period: 07/01/2022 - 06/30/2023	\$ -	\$ -	\$ 3,184	\$ 3,059	\$ 4,768	\$ 4,642
<b>COVID-19 and Adult Vaccination Supplemental (AIG)</b> Contract Period: 02/01/2021 - 01/31/2024	\$ 14,937	\$ 14,937	\$ 78,436	\$ 73,442	\$ 243,168	\$ 243,142
<b>Environmental Child Care Sanitation Inspections (CCSI)</b> Contract Period: 10/01/2022 - 09/30/2025	\$ 310	\$ 382	\$ 6,695	\$ 5,101	\$ 7,985	\$ 6,552
<b>Epidemiology &amp; Laboratory Capacity Expansion (ELC EXP)</b> Contract Period: 07/01/2021 - 07/31/2024 Invoiced End of Month	\$ 26,230	\$ 26,230	\$ 371,186	\$ 373,186	\$ 804,485	\$ 806,485
<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>	\$ -	\$ 1,967	\$ 14,710	\$ 44,180	\$ 70,512	\$ 88,206

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Implementing Overdose Strategies at the Local Level (IOPSLL)</b> Contract Period: 11/01/2021 - 07/31/2023	\$ -	\$ 6,192	\$ 256,144	\$ 113,424	\$ 256,144	\$ 113,424
<b>Improving Oral Health Teledentistry Sealants (SEAL)</b> Contract Period: 09/01/2023 - 08/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ 10,413	\$ 1,754	\$ 45,769	\$ 37,027	\$ 10,413	\$ 10,413
<b>Jefferson Foundation ASPEN Sustainability (JFAS)</b> Grant Period: 09/01/2022 - 12/31/2023	\$ -	\$ 92,105	\$ 285,921	\$ 285,921	\$ 338,354	\$ 338,354
<b>Jefferson Foundation Program Support (PS2223)</b> Grant Period: 06/01/2022 - 05/31/2023	\$ -	\$ -	\$ 79,219	\$ 79,219	\$ 150,000	\$ 150,000
<b>Jefferson Foundation Program Support (PS2324)</b> Grant Period: 06/01/2023 - 05/31/2024	\$ -	\$ 5,110	\$ 175,000	\$ 49,812	\$ 175,000	\$ 49,812
<b>Local Public Health Disparities Initiative (LPHDI)</b> Contract Period: 03/01/2022 - 05/31/2024 <i>Quarterly Reporting/Invoicing</i>	\$ -	\$ 34,239	\$ 448,719	\$ 448,719	\$ 887,671	\$ 843,129

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Maternal Child Health Services (MCH)</b> Contract Period: 10/1/2023 - 09/30/2024	\$ 1,109	\$ 1,109	\$ 53,046	\$ 59,514	\$ 5,500	\$ 5,500
<b>Mental Health Services for Adults (AMH)</b> Contract Period: 05/01/2023 - 12/31/2023	\$ 14,342	\$ 14,342	\$ 40,433	\$ 43,745	\$ 40,433	\$ 43,745
<b>Missouri Family Health Council, Inc. Family Planning Title X (TITLE X)</b> Contract Period: 04/01/2023 - 03/31/2024	\$ 12,151	\$ 48,446	\$ 342,589	\$ 555,144	\$ 240,867	\$ 407,949
<b>Overdose Date to Action (OD2A)</b> Contract Period: 09/01/2023 - 08/31/2024 Invoiced End of Month	\$ -	\$ 131	\$ 31,231	\$ 31,368	\$ 9,303	\$ 9,434
<b>Public Health Emergency Preparedness (PHEP)</b> Contract Period: 07/01/2023 - 06/30/2024	\$ 12,212	\$ 12,212	\$ 168,892	\$ 163,600	\$ 71,180	\$ 71,180
<b>Superfund Lead Health Education &amp; Voluntary Institutional Control Programs (LEAD)</b> Contract Period: 10/1/2023 - 09/30/2024	\$ -	\$ 6,368	\$ 54,164	\$ 60,455	\$ 14,998	\$ 13,038

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Show Me Healthy Women (SMHW)</b> Contract Period: 06/30/2023 - 06/29/2024	\$ 210	\$ 3,138	\$ 4,496	\$ 22,385	\$ 1,644	\$ 17,648
<b>Wise Woman (WW)</b> Contract Period: 06/30/2023 - 06/29/2024	\$ 93	\$ 93	\$ 2,460	\$ 2,460	\$ 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>	\$ 55,600	\$ 20,018	\$ 240,022	\$ 283,029	\$ 771,509	\$ 694,661
<b>Workforce (WFD)</b> Contract Period: 10/01/2022 - 06/30/2024 Invoiced End of Month	\$ -	\$ 4,484	\$ 192,400	\$ 122,075	\$ 192,400	\$ 124,119
<b>Public Health Infrastructure Grant (INFR)</b> Contract Period: 8/1/2023 - 11/30/2027	\$ -	\$ -	\$ 40,716	\$ 39,216	\$ 40,716	\$ 40,716
<b>Association of Food &amp; Drug Officials</b> Mini Trainig Grants - Environmental	\$ -	\$ 2,248	\$ -	\$ 2,248	\$ -	\$ 2,248

Jefferson County Health Department  
Funding Source Revenue and Expenditure Dashboard

Funding Source:	Month: November 2023		Fiscal Year-to-Date		Contract/Grant-to-Date	
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures
<b>Golf Tournament Funding</b>	\$ 3,810	\$ -	\$ 3,810	\$ -	\$ -	\$ -
<b>Health Unit Tax (MIL TAX)</b> Period: 01/01/2023 - 12/31/2023	\$ 376,067	\$ 126,783	\$ 3,882,380	\$ 2,837,677	n/a	n/a
<b>Indirect/Adminstrative Fees Earned</b> Period: 01/01/2023 - 12/31/2023	\$ 13,327	\$ 13,327	\$ 130,731	\$ 130,731	n/a	n/a
<b>Rent Income</b> Period: 01/01/2023 - 12/31/2023	\$ 900	\$ 900	\$ 12,400	\$ 12,400	n/a	n/a
<b>Donations/Contributions</b> Period: 01/01/2023 - 12/31/2023	\$ 160	\$ -	\$ 5,401	\$ -	n/a	n/a
<b>Fee for Service (FEE)</b> Period: 01/01/2023 - 12/31/2023	\$ 68,188	\$ 68,188	\$ 1,227,675	\$ 1,227,675	n/a	n/a

TOTALS for Month & Fiscal Year-to-Date      \$ 636,293    \$ 530,888    \$ 8,516,556    \$ 7,430,585

- 1.1 **MISSION MOMENT:** (CONTINUED FROM LAST MONTH DUE TO FULL AGENDA): As we close out 2023 and reflect on the guiding principles that have been guideposts for our work these past four years, it is important to reflect not only what we have done, but also on how and why we have done it that way. The following strategic priorities were set during the 2019-2023 strategic plan:

#### JCHD Strategic Priorities

1. Organizational Excellence
2. Enhance the agency culture
3. Establish the organizational brand
4. Collaborate and innovate to provide service needs to the community

#### JCHD Culture

JCHD has an internal culture supportive of a positive work-life balance, flexible environment and good benefits. We promote internal collaboration and teamwork through our skilled, competent and accountable workforce. We strive for clear communication and methods to innovate in public health.

#### JCHD Values

**Adaptability:** flexible, open-minded and agile in order to adjust to changing conditions in the environment.

**Integrity:** do the right thing (even when no one is watching), be honest, reliable and trustworthy

**Passion:** exhibit a sincere love for what we do and dedication to continue doing it in the face of extreme challenges

**Accountability:** act with transparency and responsibility in fulfilling our commitments to each other and the community.

In order to accomplish our priorities, it is imperative that we cultivate a supportive culture and live our JCHD values. The two stories reflected in this month's mission moment are just two examples of the exemplary service our staff provide to residents every day. I encourage those reading this report online to view the videos on our Youtube channel: @<https://www.youtube.com/channel/UCACuytmq2kUAI65z3AYsmYw>.

## 1.2 STRATEGIC GOALS ACTIVITIES

- Internal planning continues on the following strategic priorities: update the strategic plan, review and revise job descriptions, review and revise performance appraisal documents, workforce compensation study, annual report development, building partner annual contract reviews, data modernization planning, HIPAA privacy and security policy review and new building work with architect, general contractor and financial lender.

## 1.3 RECOGNITION

- Jefferson County Health Department received the first annual award for "Innovative Leadership" from the Missouri Center for Public Health Excellence on Thursday, December 7<sup>th</sup>. JCHD received nominations for the award based on work with ASPEN, Mobile Health Clinic Services and upcoming Opioid Dashboard.



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

## NEW BUILDING REPORT

1. Lease to Purchase loan has been finalized with First State Community Bank:

20-year term 6.61% fixed for 10 years Resetting every 5 years.

Paperwork to be signed Wednesday, Dec. 20<sup>th</sup>.

2. Construction Contract has been signed with Brockmiller Construction Dec. 6, 2023

3. Pre-construction meeting with the contractor was held Monday Dec. 18<sup>th</sup>.

Once the lease loan paperwork is completed, the contractor will send an updated preliminary schedule which details construction activity milestones.

Due to safety concerns, the contractor asked that no one visits the site unless prior authorization is given by JCHD. This includes all staff and board members. Board members wishing to visit the site must contact Tim Pigg first. Tours of the building will be scheduled once the structure is safe.

Steve Sikes will be the JCHD liaison with the contractor. No JCHD staff may enter the construction site unless given prior approval by Steve.

Safety gear may be required to enter the site.

4. We are planning a groundbreaking ceremony for late January or the first of February.



**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.



# JCHD Holiday Schedule 2024

## **JANUARY:**

- New Year's Day: Offices will be closed on Monday, January 1
- MLK Day: Offices will be closed on Monday, January 15

## **FEBRUARY:**

- Lincoln Day: Offices will be closed on Monday, February 12
- President's Day: Offices will be closed on Monday, February 19

## **MAY:**

- Truman Day: Office will be closed on Wednesday, May 8
- Memorial Day: Offices will be closed on Monday, May 27

## **JUNE:**

- Juneteenth: Offices will be closed on Wednesday, June 19

## **JULY:**

- Independence Day: Offices will be closed on Thursday, July 4

## **SEPTEMBER:**

- Labor Day: Offices will be closed on Monday, September 2

## **OCTOBER:**

- Columbus Day: Offices will be closed on Monday, October 14

## **NOVEMBER:**

- Veteran's Day: Offices will be closed on Monday, November 11
- Thanksgiving: Offices will be closed on Thursday, November 28

## **DECEMBER:**

- Christmas: Offices will be closed on Wednesday, December 25

Pending Board approval



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

## 2024 Budget

OPERATING REVENUE	
Grants & Donations	\$ 3,843,930
Tax Revenue	4,399,995
Earned Revenue	1,730,841
Dividends & Interest	<u>42,000</u>
TOTAL OPERATING REVENUE	<u>\$10,016,766</u>
OPERATING EXPENSE	
Wages & Benefits	\$ 5,946,855
Contractual	222,513
Program Supplies	1,340,114
Telecommunications	345,849
Postage & Shipping	5,540
Facility & Equipment	787,920
Fleet	169,848
Travel	22,093
Professional Development	110,557
Marketing	76,931
Election Expense	125,000
Capital Improvements	<u>863,545</u>
TOTAL OPERATING EXPENSE	<u>\$10,016,766</u>
NON-OPERATING REVENUE	
Reserves	\$ 100,000
TOTAL NON-OPERATING REVENUE	<u>\$ 100,000</u>
NON-OPERATING EXPENSE	
Contractual	<u>\$ 100,000</u>
TOTAL NON-OPERATING EXPENSE	<u>\$ 100,000</u>
REVENUE Over/(Under) EXPENSE	<u>\$ 0</u>



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**Public Health**  
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**Jefferson County Health Department**  
**Draft Budget Summary**

	2023 Approved Budget	2024 Proposed Budget	Difference
<b>Operating Revenue</b>			
Contributions	-	5,000	5,000
Foundation/Trust Grants	681,492	448,000	(233,492)
Nonprofit Organization Grants	-	-	-
County Health MIL Tax	4,258,447	4,399,995	141,548
Federal Contracts/Fees	3,181,978	3,112,159	(69,819)
State Contracts/Fees	63,060	278,772	215,712
Local Government Contracts/Fees	-	-	-
Medicare/Medicaid Payments	234,000	501,526	267,526
Program Service Fees	723,122	716,629	(6,493)
Private Insurance Payments	149,540	277,371	127,831
Rent - Outside Organizations	13,800	14,250	450
Dividends & Interest	-	42,000	42,000
Indirect/Admin Fees	227,305	221,065	(6,241)
<b>TOTAL OPERATING REVENUE</b>	<b>9,532,744</b>	<b>10,016,766</b>	<b>484,022</b>
<b>Operating Expenditures</b>			
Salaries & Benefits	6,165,662	5,946,855	(218,807)
Contractual Fees	473,108	222,513	(250,595)
Advertising & Promotion	91,174	76,931	(14,243)
Office Supplies	12,387	4,789	(7,598)
Program and Medical Supplies	804,622	845,986	41,364
Telephone & Telecommunications	132,816	345,849	213,033
Postage & Shipping	7,048	5,540	(1,508)
Printing & Copying	4,328	2,000	(2,328)
Books, Subscriptions, References	142,863	239,275	96,412
Rent, Parking, Other Occupancy	264,847	22,136	(242,711)
Utilities	48,060	40,576	(7,484)
Fleet	152,074	169,848	17,774
Equipment	213,069	575,000	361,931
Equipment Rental & Maintenance	52,305	52,483	178
Travel	60,797	22,093	(38,704)
Trainings/Conferences/Meetings	202,657	110,557	(92,100)
Capital Project Fund	300,000	863,545	563,545
Election Expense	100,000	125,000	25,000
Insurance	46,370	97,725	51,355
Direct Client Service - Program Support 23-24	31,250	27,000	(4,250)
Indirect/Administrative Expense	227,305	221,065	(6,241)
<b>TOTAL OPERATING EXPENDITURES</b>	<b>9,532,744</b>	<b>10,016,766</b>	<b>484,022</b>
<b>Non-Operating Revenue</b>			
Reserves	-	100,000	
<b>TOTAL NON-OPERATING REVENUE</b>	<b>-</b>	<b>100,000</b>	
<b>Non-Operating Expenditures</b>			
Contractual - Unforeseeable Legal Expenses	-	100,000	
<b>TOTAL NON-OPERATING EXPENDITURES</b>	<b>-</b>	<b>100,000</b>	

**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

	<u>2024 Proposed Budget</u>
<b>Operating Revenue</b>	
Donations	5,000
<i>General Clinical Donations</i>	
Foundation/Trust Grants	448,000
<i>The Right Time (TRT) \$48,000</i>	
<i>Program Support \$152,000</i>	
<i>Jefferson Foundation - Wellness Van Grant \$250,000</i>	
County Health MIL Tax	4,399,995
Federal Contracts/Fees	3,112,159
<i>CCSI \$10,000</i>	
<i>ABI Region F Contract \$5,675</i>	
<i>ABI Region G Contract \$5,675</i>	
<i>CYSHCN Region 10 Contract \$47,210</i>	
<i>CYSHCN Region 11 Contract \$35,510</i>	
<i>CORE Contract \$230,975</i>	
<i>COVID-19 &amp; Adult Vaccination Contract \$137,640</i>	
<i>Cities Readiness Initiative Contract \$43,706</i>	
<i>Public Health Emergency Preparedness \$161,761</i>	
<i>Workforce Contract \$453,332</i>	
<i>Show Me Healthy Women \$6,899</i>	
<i>Maternal Child Health Services \$69,417</i>	
<i>TITLE X Contract \$186,272</i>	
<i>Overdose Data to Action \$64,457</i>	
<i>Local Public Health Agency Infrastructure \$166,506</i>	
<i>Improving Oral Health Teledentistry Sealants \$18,400</i>	
<i>Implementing Overdose Strategies at the Local Level \$149,000</i>	
<i>Epidemiology &amp; Lab Capacity ED \$992,847</i>	
<i>Implem. of Grading System &amp; Advmt on Conformance w/ the Pgm Std \$52,963</i>	
<i>Superfund Lead \$176,846</i>	

**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

	<b>2024 Proposed Budget</b>
<i>Environmental Training (OATR) \$7,500</i>	
<i>Local Public Health Disparities Initiative \$99,300</i>	
State Contracts/Fees	278,772
<i>ABI Region F Contract \$61,125</i>	
<i>ABI Region G Contract \$61,125</i>	
<i>CYSHCN Region 10 Contract \$32,790</i>	
<i>CYSHCN Region 11 Contract \$29,490</i>	
<i>Child Care Health Consultation Contract \$14,132</i>	
<i>Show Me Healthy Women \$3,101</i>	
<i>LPHA Incentive Funding, \$77,009</i>	
Medicare/Medicaid Payments	501,526
Program Service Fees	716,629
<i>Vital Records \$315,000</i>	
<i>2024 Food &amp; Beverage Permits \$250,000</i>	
<i>Dental Patient Payments \$47,500</i>	
<i>Spraying Fees \$10,000</i>	
<i>Clinial Patient Payments \$45,000</i>	
<i>Family Planning \$49,129</i>	
Private Insurance Payments	277,371
Rent - Outside Organizations	14,250
Interest & Investment Income	42,000
Indirect/Admin Fees	221,065
<i>ABI Region F Contract \$4,608</i>	
<i>ABI Region G Contract \$4,997</i>	
<i>CYSHCN Region 10 Contract \$7,273</i>	
<i>CYSHCN Region 11 Contract \$5,909</i>	
<i>COVID-19 &amp; Adult Vaccination Contract \$14,237</i>	
<i>Cities Readiness Initiative Contract \$3,973</i>	
<i>Child Care Health Consultation Contract \$673</i>	

**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

	<b>2024 Proposed Budget</b>
<i>Public Health Emergency Preparedness \$14,706</i>	
<i>Workforce Contract \$41,212</i>	
<i>Maternal Child Health Services \$5,123</i>	
<i>Maternal Child Health Services 40 \$1,188</i>	
<i>Overdose Data to Action \$5,860</i>	
<i>Local Public Health Agency Infrastructure \$15,137</i>	
<i>Epidemiology &amp; Lab Capacity ED \$45,000</i>	
<i>Superfund Lead \$12,482</i>	
<i>Local Public Health Disparities Initiative, \$17,300</i>	
<i>CORE Contract \$21,000</i>	
<b>TOTAL OPERATING REVENUE</b>	<b>10,016,766</b>
<b>Operating Expenditures</b>	
Salaries & Benefits	5,946,855 x
<i>Wages \$4,350,378</i>	
<i>Payroll Taxes &amp; Worker's Compensation Insurance \$369,315</i>	
<i>Benefits (Health, Dental, Vision, and Life Insurance &amp; Pension) \$1,219,162</i>	
<i>Employee Assistance Program \$7,000</i>	
<i>New Hire Uniforms \$1,000</i>	
Contractual Fees	222,513
<i>Dr. Jostes, \$2,000/mth \$24,000</i>	
<i>Workforce Contract \$50,000</i>	
<i>Implementing Overdose Strategies at the Local Level \$38,814</i>	
<i>Contracted Medical Insurance Biller, 7% of Insurance Collections \$26,500</i>	
<i>Legal Fees \$62,000</i>	
<i>Audit Fees \$20,000</i>	
<i>Translator Fees \$1,200</i>	
Advertising & Promotion	76,931
<i>CYSHCN Region 10 Contract \$3,350</i>	

**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

	<u>2024 Proposed Budget</u>
<i>CYSHCN Region 11 Contract \$3,350</i>	
<i>COVID-19 &amp; Adult Vaccination Contract \$8,000</i>	
<i>Overdose Data to Action \$6,978</i>	
<i>Improving Oral Health Teledentistry Sealants \$3,900</i>	
<i>Implementing Overdose Strategies at the Local Level \$4,960</i>	
<i>Program Support 23-24 \$5,000</i>	
<i>Newspaper Advertisement Superfund Lead \$3,000</i>	
<i>Billboards Superfund Lead \$3,500</i>	
<i>Social Media Postings Superfund Lead \$1,500</i>	
Office Supplies	4,789
Program and Medical Supplies	845,986
<i>Medical Expense \$950</i>	
<i>Program Expense \$224,262</i>	
<i>Program Supplies \$357,371</i>	
<i>Medical Supplies \$259,403</i>	
<i>Custodial Supplies \$4,000</i>	
Telephone & Telecommunications	345,849
Postage & Shipping	5,540
Printing & Copying	2,000
Books, Subscriptions, References	239,275
<i>Memberships \$16,945</i>	
<i>Software Subscriptions \$222,330</i>	
Rent, Parking, Other Occupancy	22,136
<i>Budget Self Storage \$3,334</i>	
<i>Repair &amp; Maintenance of Buildings &amp; Properties \$18,802</i>	
Utilities	40,576
Fleet	169,848
<i>Fuel \$43,386</i>	
<i>Repair &amp; Maintenance \$36,900</i>	

**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

	<u>2024 Proposed Budget</u>
<i>Insurance \$89,562</i>	
Equipment	575,000
<i>Equipment \$570,000</i>	
<i>Software \$ 5,000</i>	
<i>Hardware \$0</i>	
Equipment Rental & Maintenance	52,483
Travel	22,093
Trainings/Conferences/Meetings	110,557
Capital Project Fund	863,545
Election Expense	125,000
Insurance	97,725
Direct Client Service	27,000
Indirect/Administrative Expense	221,065
<i>ABI Region F Contract \$4,608</i>	
<i>ABI Region G Contract \$4,997</i>	
<i>CYSHCN Region 10 Contract \$7,273</i>	
<i>CYSHCN Region 11 Contract \$5,909</i>	
<i>COVID-19 &amp; Adult Vaccination Contract \$14,237</i>	
<i>Cities Readiness Initiative Contract \$3,973</i>	
<i>Child Care Health Consultation Contract \$673</i>	
<i>Public Health Emergency Preparedness \$14,706</i>	
<i>Workforce Contract \$41,212</i>	
<i>Maternal Child Health Services \$5,123</i>	
<i>Maternal Child Health Services 40 \$1,188</i>	
<i>Overdose Data to Action \$5,860</i>	
<i>Local Public Health Agency Infrastructure \$15,137</i>	
<i>Epidemiology &amp; Lab Capacity ED \$45,000</i>	
<i>Superfund Lead \$12,482</i>	
<i>Local Public Health Disparities Initiative, \$17,300</i>	



**Jefferson County Health Department**  
**2024 Budget Drilldown Draft**

*CORE Contract \$21,000*

**TOTAL OPERATING EXPENDITURES**

**2024 Proposed  
Budget**

10,016,766



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

## Community Services Board Report- December 2023

(Analytics and Updates from November 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:

- Severe and Fatal Confirmed Rocky Mountain Spotted Fever among People with Recent Travel to Tecate, Mexico. CDC Health Advisory issued December 8, 2023.
- Urgent Need to Increase Immunization Coverage for Influenza, COVID-19, and RSV Immunizations and Use of Authorized/Approved Therapeutics in the Setting of Increased Respiratory Disease Activity During the 2023 – 2024 Winter Season. CDC Health Alert issued December 14, 2023.

### 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 - November 2023

#### 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 2023 MMWR calendar began on January 1, 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>

# Communicable Disease Surveillance Summary Report

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

Disease or Condition	Five Previous Months					Year to Date Comparison		
	July 2023	August 2023	September 2023	October 2023	November 2023	YTD 2023	YTD 5 Previous Year Mean	YTD Alert <sup>1</sup>
Campylobacteriosis	8	6	4	0	2	36	27.4	*
Cryptosporidiosis	0	0	0	0	0	0	6.2	
Cyclosporiasis	2	0	0	0	0	2	3.4	
E. Coli O157:H7	0	0	0	0	0	0	2	
E. Coli Shiga Toxin +	0	0	0	0	0	0	0	
Giardiasis	0	0	2	1	0	3	1.6	
Hepatitis A Acute	0	0	0	0	0	0	4	
Listeriosis	0	0	0	0	0	0	0.8	
Salmonellosis	3	6	4	2	4	35	31.8	*
Shigellosis	1	0	0	0	1	2	0.8	
Yersiniosis	1	1	0	0	0	3	2.2	
<b>Enteric Totals</b>	<b>15</b>	<b>13</b>	<b>10</b>	<b>3</b>	<b>7</b>	<b>81</b>	<b>80.2</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		
	July 2023	August 2023	September 2023	October 2023	November 2023	YTD 2023	YTD 5 Previous Year Mean	YTD Alert
Coccidioidomycosis	0	0	0	0	0	0	0	
Haemophilus Influenzae, Invasive	0	0	0	0	1	4	5.2	
Legionellosis	0	2	0	2	1	5	3.4	*
Measles	0	0	0	0	0	0	0.2	
Pertussis	0	0	0	0	0	2	19.6	
Staph Aureus, VISA	0	0	0	0	0	0	2	
Streptococcus Pneumoniae, Invasive	1	0	2	0	1	14	21.2	
Streptococcal Toxic Shock Syndrome	0	0	0	0	0	1	0.2	
Varicella	0	0	0	0	0	2	2.2	
<b>Respiratory and Systemic Totals</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>28</b>	<b>54</b>	

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

Disease or Condition	Five Previous Months					Year to Date Comparison		
	July 2023	August 2023	September 2023	October 2023	November 2023	YTD 2023	YTD 5 Previous Year Mean	YTD Alert
Anaplasma Phagocytophilum	0	0	0	0	0	0	0	
Babesiosis	0	0	0	0	0	0	0.2	
Dengue Fever	0	0	1	0	0	1	0	
Ehrlichia Chaffeensis	4	7	1	0	0	20	20.8	
Ehrlichia Ewingii	0	0	0	0	0	0	0.8	
Ehrlichiosis Anaplasmosis Undetermined	0	0	0	0	0	2	1.8	
Lyme	0	1	0	0	0	1	0	
Malaria	0	0	0	0	0	0	0	
Q Fever	0	0	1	0	0	1	0	
Rocky Mountain Spotted Fever	1	0	0	0	0	2	10	
Tularemia	0	1	0	0	0	1	0	
<b>Vector-Borne Totals</b>	<b>5</b>	<b>9</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>33.6</b>	

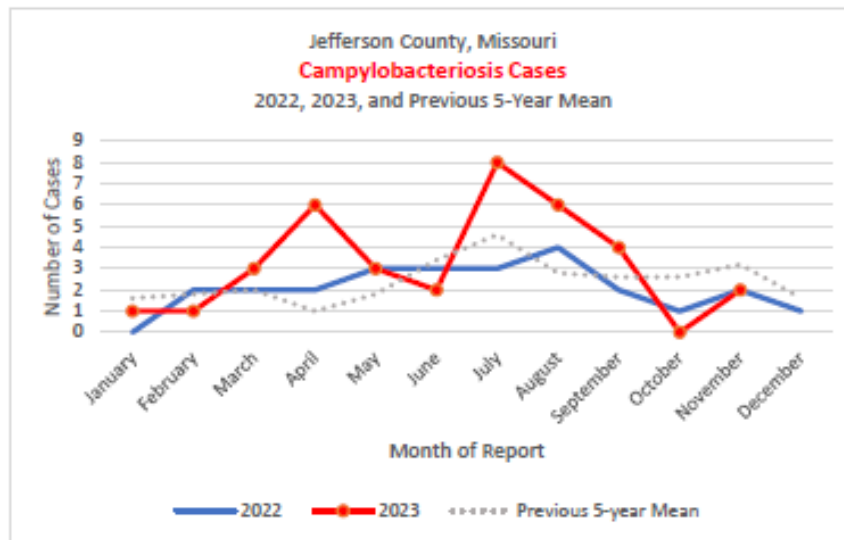
**Table 4. Number of Other/Miscellaneous Cases by Month, Jefferson County, Missouri**

Disease or Condition	Five Previous Months					Year to Date Comparison		
	July 2023	August 2023	September 2023	October 2023	November 2023	YTD 2023	YTD 5 Previous Year Mean	YTD Alert
Animal Bites	36	26	19	19	20	243	141.4	*
MOTT	2	5	1	1	2	26	21.6	*
Rabies Animal	0	0	0	0	0	0	1.2	
Rabies Post Exposure Prophylaxis	2	1	0	0	2	16	8.8	*
TB Disease	0	1	0	0	0	1	1	
TB Infection	3	7	3	2	3	30	40.8	
<b>Other/Miscellaneous Totals</b>	<b>43</b>	<b>40</b>	<b>23</b>	<b>22</b>	<b>27</b>	<b>316</b>	<b>214.8</b>	

## Figure 1. Campylobacteriosis

### Jefferson County, Missouri

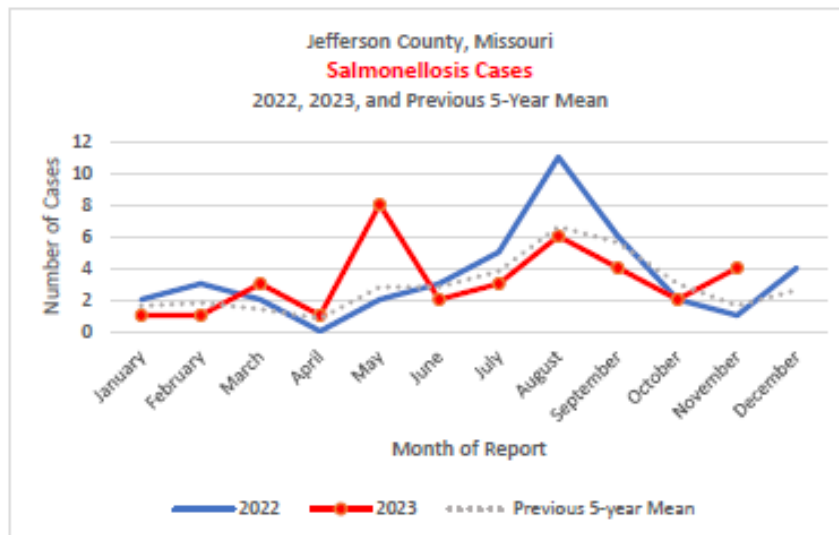
Campylobacter infection, or campylobacteriosis, is caused by Campylobacter bacteria. Campylobacteriosis is one of the most common causes of diarrheal illness in the United States. There are 21 Campylobacter species; however, Campylobacter jejuni and Campylobacter coli are the two species that most often infect humans. Almost all persons infected with Campylobacter recover without any specific treatment. Antimicrobial therapy is warranted only for patients with severe disease or those at high risk for severe disease, such as those with immune systems severely weakened from medications or other illnesses. There were 2 cases of Campylobacteriosis reported during November 2023 in Jefferson County. During the previous 5 years, the number of cases has ranged from 0 to 8 per month. A year-to-date alert has been noted for Campylobacteriosis. 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.



## Figure 2. Salmonellosis

### Jefferson County, Missouri

SSalmonella are a gram-negative, rod-shaped bacteria which can cause illness in both animals and humans. Nontyphoidal salmonellosis (NTS) refers to illnesses caused by all serotypes of Salmonella (S.) except for S. Typhi, S. Paratyphi A, S. Paratyphi B, and S. Paratyphi C. There were 4 cases of Salmonellosis reported during November 2023 in Jefferson County. During the previous 5 years, the number of cases reported has ranged from 0 to 11 per month. Two nationwide outbreaks of Salmonella are active. An outbreak of Salmonella linked to dry dog food was updated November 9, 2023. Cases have been reported in 7 states, not including Missouri. An outbreak of Salmonella linked to Cantaloupes was posted on December 7, 2023. CDC is concerned about this outbreak because the illnesses are severe and people in long-term care facilities and childcare centers have gotten sick. Do not eat pre-cut cantaloupes if you don't know whether Malichita or Rudy brand cantaloupes were used. Cases have been reported in 38 states, including Missouri. Three deaths have also been reported. A year-to-date alert has been noted for Salmonellosis. 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

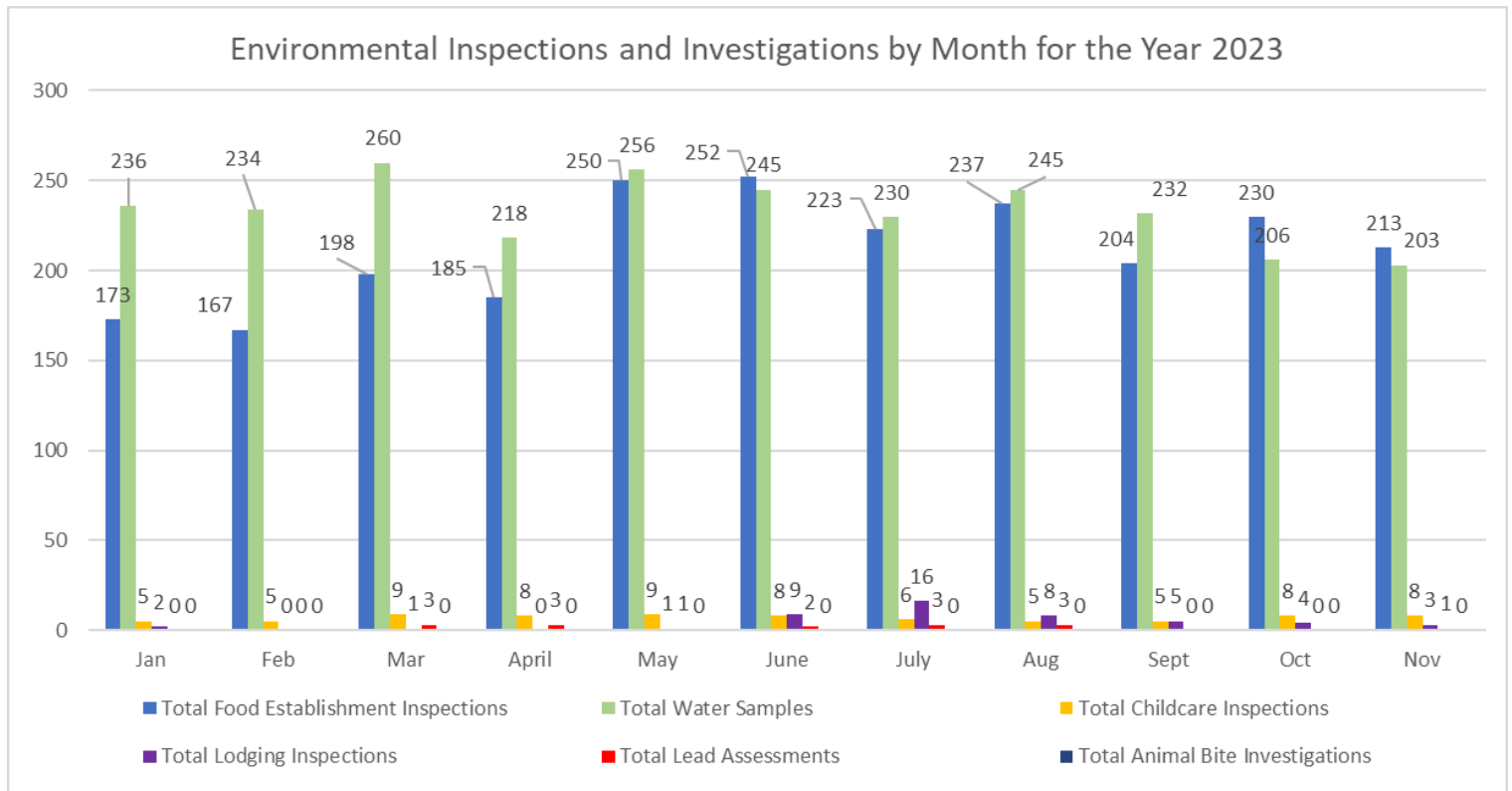
## Environmental Public Health:

- Reminder the Environmental Water Lab will be closing as of December 31, 2023. There are Private Well Water sample kits, from Missouri State Public Health Laboratory, available at the Hillsboro office. Courier pick up is at the Hillsboro office by 11:15am Monday thru Friday and at Mercy Jefferson Hospital by 4:00 pm Monday thru Friday.

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

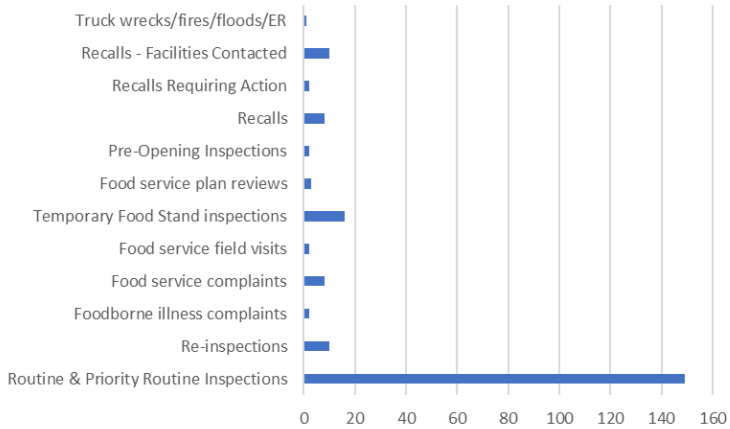
**Programs:** Food Program (Jefferson County Food Code, Food and beverages Permits, Temporary Permits, Farmers Market Master Training, and ServSafe Certifications), Water Sample Laboratory Services (Private and Public Water and Wells), Childcare Sanitation Inspections (CCSI), Lead Assessment and Education,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

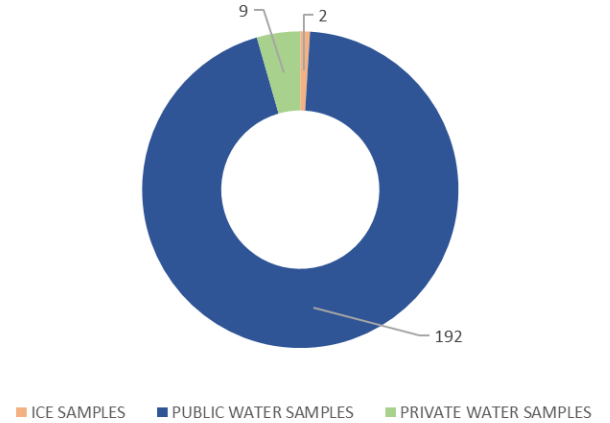


# Environmental Public Health

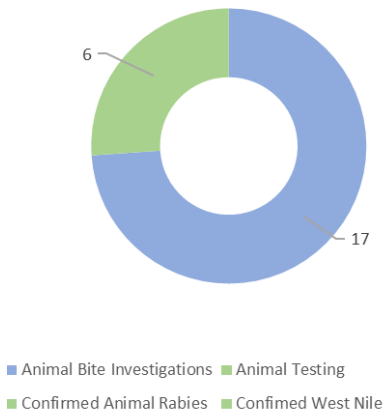
Total Food Establishment Inspections - November 2023



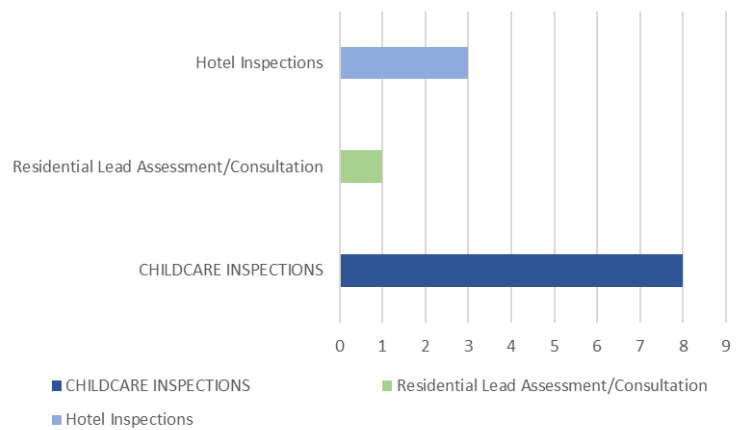
Total Ice and Water Samples Tested - November 2023



Total Animal Bite Investigations - November 2023



Total Additional Inspections - November 2023





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

## Health Communications Board Report- December 2023

(Analytics from November 2023)

**Community Engagement:** Several members of the health comms team were out in the community at various events and locations, working with the public directly, providing services and education, learning more about population needs, and developing partnerships.

- **Winter Community Outreach Event:** This quarterly event was hosted on December 5th at the Salvation Army in Arnold. Various services and resources were provided by community partners and JCHD, including wellness services, supplies, naloxone education, haircuts, food, and more.
  - 38 community members received resources
  - 20+ agencies attended
  - 120 hot meals were served
- **Car Seat Program:** 5 car seats were provided and installed, and 8 additional car seats were checked by our certified car seat technician.

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

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

**Overdose Data to Action Grant:** First quarter reporting has been completed and submitted to state. We have begun making progress on every grant deliverable so far which includes JCDPC meetings, naloxone education and distribution, community awareness campaign, and planning the annual JCDEC.

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

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

**Public Health Core Competencies Project:** 100% of JCHD staff completed the Public Health Core Competencies survey to measure current competency levels among all staff members. Next step is analyzing the data and determining what areas our staff should focus on in 2024. This information will be utilized to create agency, position, and employee training plans to enhance our workforce.

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



# Social Media Analytics

Trending by Views, Watch Time, & Shares

Views

## 513.0

Avg Watch Time

## 07:53

Video Shares

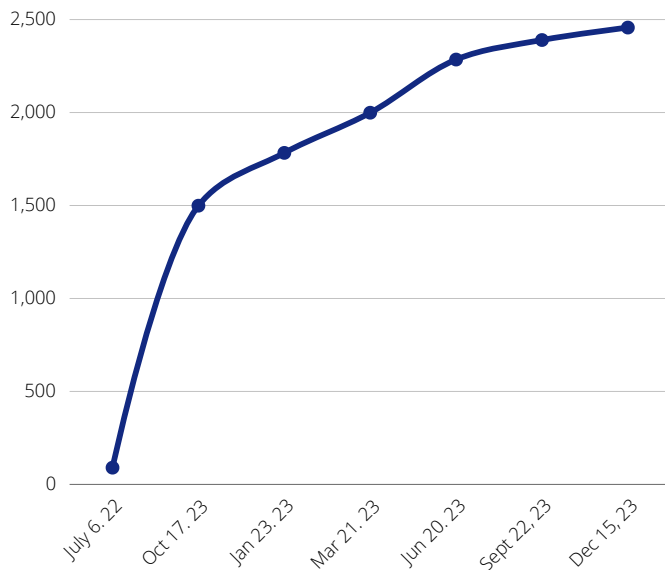
## 1.0

Top Videos Watched

Title	Views
How to Wash Your Hands- Using Glo Ger...	79
JCHD November Board of Trustees Meeti...	72
JCHD Board of Trustees Meeting	57
Staff Surveys Video	48
Jeffco Mindfulness Trail: Meditation	48
JCHD Board of Trustees Meeting	27
JCHD November Board of Trustees Meeti...	25
JCHD Board Meeting 10/26/23	22
My Meeting	21
October Mission Moment	19

<p><b>Fans</b></p> <h1>17K</h1> <p>fans</p> <p>1 from 17K</p>	<p><b>Received PMs</b></p> <h1>22</h1> <p>PMs</p> <p>9 from 13</p>	<p><b>Page engagement rate</b></p> <h1>1.79%</h1> <p>engagement rate</p> <p>1.84 from 3.63%</p>	<p><b>Post engagement rate</b></p> <h1>2.34%</h1> <p>engagement rate</p> <p>0.9 from 1.43%</p>
<p><b>Followers</b></p> <h1>1.5K</h1> <p>followers</p> <p>1 from 1.5K</p>	<p><b>Inbound messages</b></p> <h1>5</h1> <p>messages</p> <p>3 from 2</p>	<p><b>Post engagement rate</b></p> <h1>0%</h1> <p>engagement rate</p> <p>0 from 0%</p>	<p><b>Post engagement</b></p> <h1>0</h1> <p>engagements</p> <p>0 from 0</p>
<p><b>Followers</b></p> <h1>1.7K</h1> <p>followers</p> <p>2 from 1.7K</p>	<p><b>Inbound messages</b></p> <h1>2</h1> <p>messages</p> <p>2 from 0</p>	<p><b>Post engagement rate</b></p> <h1>0%</h1> <p>engagement rate</p> <p>0 from 0%</p>	<p><b>Post engagements</b></p> <h1>0</h1> <p>engagements</p> <p>0 from 0</p>

# JCHD Mobile App Analytics



**2,457  
DOWNLOADS**


**0 PUSH  
NOTIFICATIONS**


# Google Business Profile Analytics


## Hillsboro Office: 766 Interactions


Your performance at a glance


 **465**  
calls  
-14%

 **2**  
messages  
+100%

 **158**  
people asked for  
directions  
-7%

 **141**  
website visits from  
profile  
-37%

 **2,512**  
profile views  
-14%


 **1,313**  
searches  
-18%


## Arnold Office: 1,202 Interactions


Your performance at a glance


 **631**  
calls  
-4%

 **4**  
messages  
-33%

 **261**  
people asked for  
directions  
+1%

 **301**  
website visits from  
profile  
-11%

 **3,273**  
profile views  
-15%

 **1,639**  
searches  
-13%



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## NOVEMBER CLINICAL BOARD REPORT

Month Reporting: NOVEMBER 2023

Date: 12/18/23

Reported By: M. Melissa Parmeley, Clinical Services Manager

<b>CLINICAL SECTION</b> - PROGRAMS <i>FPHS</i>	<b>CONTRACT/ GRANT</b>	<b>MONTHLY UPDATE</b>
<b>FAMILY PLANNING</b> - Title X - The Right Time - Show Me Healthy Women - Wise Woman  <i>Maternal, Child &amp; Family Health</i> <i>Communicable Disease</i> <i>Access to Care</i>	Title X; The Right Time (TRT) Show Me Healthy Women (SMHW) Wise Woman (WW)	The Right Time (TRT) contract for JCHD is scheduled to end in March 2024. TRT is a Missouri program contracted through the Missouri Family Health Council (MFHC). The focus of this program has been to improve information about, and access to, quality contraceptive services in Missouri. JCHD has been contracted to provide this program in Jefferson County since 2019. In November, the JCHD TRT team completed an interview with Mathematica which is the monitoring agency for the TRT program in Missouri. During this interview our team was able to provide input on how this program has benefited our community and our agency.
<b>GENERAL CLINIC</b> - Immunizations - Tuberculosis (TB) - Lead - Wellness Labs	Vaccines for Children (VFC/317) Adult Immunization Contract (AIG) EPA Superfund Lead Health Education	JCHD received COVID-19 vaccines for all age complements that the vaccine is available for in November and began administration of the new COVID-19 vaccines. JCHD has also received vaccines for the

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<ul style="list-style-type: none"> <li>- Sexually Transmitted Diseases (STD/STI)</li> <li>- Perinatal Hepatitis B</li> <li>- Child Care Health Consultation (CCHC)</li> </ul> <p><i>Maternal, Child &amp; Family Health</i>  <i>Communicable Disease</i>  <i>Access to Care</i>  <i>Injury Prevention</i></p>	<p>CHIP CORE Public Health Program Support 23-24</p>	<p>bridge access program and for VFC as well. For more information on these programs, follow the links provided below:  <a href="#"><u>Bridge Access Program</u></a>  <a href="#"><u>Vaccines for Children</u></a></p> <p>JCHD received notice in November that we were awarded a no cost extension to the Adult Immunization Contract to allow the agency to continue to utilize the remaining funds available for this program beyond the initial contract end date of January 31, 2024.</p>
<p><b>COMMUNITY CLINIC</b></p> <ul style="list-style-type: none"> <li>- Mobile Wellness</li> <li>- Communicable Disease Testing</li> <li>- Prevention</li> <li>- Community Clinics</li> <li>- Project Life Saver</li> </ul> <p><i>Maternal, Child &amp; Family Health</i>  <i>Communicable Disease</i>  <i>Access to Care</i>  <i>Injury Prevention</i></p>	<p>Local Public Health Disparities Program Support 23-24  Adult Immunization Grant</p>	<p>The Community clinical team provided services in the following events directly in the community in November:</p> <ul style="list-style-type: none"> <li>• North Jefferson County Ambulance District Flu Clinic (Nov 8)</li> <li>• Grandfamilies event in Arnold (Nov 15)</li> <li>• Homebound vaccine clinic (November 29)</li> </ul> <p>The mobile healthcare team began work on the Request for Proposal (RFP) for the new mobile healthcare vehicle in November. The RFP will be posted in December and a recommendation brought to the board in January.</p> <p>During the month of November, the mobile wellness program was in the community for 15 days and saw a total of 99 patients. The program visited 3 residential homes and spent a week at the Festus School District doing wellness exams (50). Out of the 99 patients seen, 19 were new patients to the program. Services provided during the month include 4 physicals, 3 visits for Diabetes monitoring, 1 visit for Hypertension, 1 PPD, 20 visits for regular labs. Additionally, the team gave out 2 blood pressure monitors and one glucose monitor for ongoing monitoring of chronic conditions.</p>



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<p><b>DENTAL</b></p> <ul style="list-style-type: none"><li>- Pediatric Mobile Dental</li><li>- Sealant</li><li>- Adult Mobile Dental</li></ul> <p><i>Maternal, Child &amp; Family Health Access to Care</i></p>	<p>Sealant and Tele dentistry CHIP CORE Public Health</p>	<p>The JCHD Dental team provided services to 127 patients in October and provided 764 procedures during the month.</p> <p>The pediatric dental program finished up at the Festus School System in early November and moved to the Fox school system. The JCHD dental program provided services at the Meramec Heights Elementary school and began services at the Sherwood Elementary school during the month.</p>
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