

**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>**

**January 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 – 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 November 30, 2023 Meeting Minutes
  2. Approval of December 21, 2023 Meeting Minutes
  3. Approval of December 2023 Expenditures
  4. Approval of December 2023 Electronic Payments
  5. Pre-Approval of February 2024 Electronic Payments
- VI. Director's Report – Ms. Kelley Vollmar**
  1. Clinical Services Report – Ms. Melissa Parmeley, Clinical Services Manager
  2. Health Communications Report – Ms. Brianne Zwiener, Health Communications Manger
- 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
2. Update on HR Audit

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

1. Act on Recommendation to approve increase to attorney hourly rate.
2. Approval of Grant Application for Jefferson Foundation
3. Act on Recommendation to Suspend Bylaw Requirement for RFP to Rebid Soil Testing Commensurate with Budget.
4. Entertain topics for next agenda by Trustees (limit to 3 topics, requires a second to place item on next agenda)

**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.