

**Minutes of the Regularly Scheduled Meeting  
Platte County Board of Health Center Trustees  
January 19, 2021**

**Call to Order:** Jackson called the meeting to order at PM at the Platte City facility.

**Trustees Present:** Jackson, Willmarth, Hill, Kingsley attended via Go-To-Meeting format  
Wright attended by phone.  
The meeting format was changed from in-person and virtual option to virtual option only, mid-day January 19, due to a sewage back-up at the Health Department building.

**Trustees Absent:** None

**Staff Present:** Vernon, Luebbert, Smith, Gallagher

**Agenda Additions:** None

**COVID-19 Situational Update:**

Vernon & Luebbert gave the Board an up update on the COVID-19 numbers in Platte County, along with information regarding the lack of COVID Vaccine availability. PCHD employees administered 271 COVID vaccinations to healthcare workers and First Responders last week through a Regional Collaborative with the Buchanan County Health Department. Vernon informed the Board that PCHD has ordered vaccine but has not received information from the MO Department of Health & Senior Services regarding estimated delivery of vaccine.

**Banking Services:**

Luebbert recommended to the Board that they extend the contract with Central Bank. After discussion, Kingsley made the motion to continue with the current agreement with Central Bank for banking services for the Platte County Health Department, seconded by Hill. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. All voted in favor.

**Unified Facility:**

Vernon informed the Board that Bryan Ruoff, Architect, needed additional time to formulate cost estimates for the remodeling of the new facility. A copy of the proposed floorplan was distributed to Board members for their review last week. Vernon reported that Ruoff plans to present to the Board at the February Board meeting.

**Personnel Action:**

Vernon advised the Board of the following Personnel Action:

Taylor Holland has been hired as the part-time Nursing Clerk, Scale/Step: 2:1A, Salary: \$14.55 per hour, effective December 16, 2020. Wright made the motion, seconded by Willmarth to approve the hire. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

**Director Report:**

Vernon gave the Directors Report and answered inquiries. Report was reviewed.

**Operational Assistant Director Report/Financial Report:**

Luebbert answered inquiries regarding each of the respective divisions. Report was reviewed.

**Clinic Manager Report:**

Smith gave the Clinic Manager Report and answered inquiries regarding each of the respective divisions. Report was reviewed.

**Financials:**

The description of Revenue and Expenditures for the FY 2020 Budget year to date was reviewed. Vernon answered inquiries regarding the respective divisions.

**Payment of Bills:**

The list of checks proposed for payment was reviewed, along with the explanation of non-customary bills. After review and discussion, Willmarth made the motion to approve the bills, seconded by Kingsley. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

**Minutes:**

Minutes of the regular Board meeting of December 15, 2020 were reviewed. Hill moved to accept the minutes, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Minutes of the Special Session Board meeting of December 18, 2020 were reviewed. Willmarth moved to accept the minutes, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.


**Fee Resolution:**

Wright made the motion to approve the Fee Resolution, seconded by Willmarth. The Fee Resolution included increased lab charges initiated by Quest. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote. The Fee Resolution was signed by Jackson.

**Adjournment:**

Wright made the motion to adjourn the meeting, seconded by Willmarth. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Jackson adjourned the Regular Meeting at 7:52PM.

  
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Secretary – Cathy Hill

2.17.2021  
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Date