

**Minutes of the Regularly Scheduled Meeting
Platte County Board of Health Center Trustees
April 20, 2021**

Call to Order: Jackson called the meeting to order at 7:00PM at the Platte City facility.

Trustees Present: Jackson, Wright, and Hill attended in person
Willmarth, Kingsley attended virtually via Go-To Meeting format.

Trustees Absent: None

Staff Present: Vernon and Luebbert attended in person. Smith, Gallagher & Sanders attended via Go-To Meeting format.

Agenda Additions: None

COVID-19 Situational Update:

Luebbert & Sanders gave the Board an up update on the COVID-19 numbers in Platte County. COVID-19 Case counts are on a slight upward trend throughout the KC Metro. Vernon provided an update on the Mass Vaccination Clinic at the Riverside warehouse location. She informed the Board that after June 4 the Mass Vaccination Site would be shut down and COVID vaccine would be offered at the PCHD Parkville facility. Thus far over 21,000 vaccinations have been administered by PCHD.

Updated CDC Guidelines for School Social Distancing & Masking of Fully Immunized Citizens:

Kingsley led discussion on the recent CDC guidelines for school physical distancing. Vernon informed the Board that PCHD had communicated to all schools on April 5, 2021 - PCHD's recommendations regarding the adoption of DESE/DHSS's masking guidance regarding in school exposures and quarantine.

Luebbert & Sanders presented a document entitled "Indicators and Thresholds for Community Transmission of COVID-19" to depict data for Platte County.

After discussion, Kingsley made the motion to add the recent CDC guidelines to our current order regarding fully immunized citizens. Motion did not carry due to lack of a second. Willmarth made a motion, seconded

by Hill, to issue the CDC guidelines regarding fully vaccinated citizens as a Public Advisory from the Platte County Health Department. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Unified Facility Planning Update:

Bryan Ruoff, Architect, gave the Board an update on the planning of the new facility. Ruoff informed the Board of his plans:

- to create a “Storm Shelter” in combination with one of the large public restrooms that will be pushed out from the building exterior wall.
- Generator added to the budget to power the entire building for an approximate cost of \$150,000
- Soil testing is going to be a budget add on for approximately \$4,000.

Personal Financial Disclosure Resolution:

Attorney, Jen Snider, presented the short form and the long form of the Personal Financial Disclosure (PFD) to the Board members. Snider assured the Board that our current PFD is fully supported by the Missouri Statutes. After discussion, Wright made the motion, seconded by Hill, to add the language suggested by Snider in Section 4, paragraph 3, to the PCHD Personal Financial Disclosure. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Kingsley made the motion to amend the paragraph language inserted by Snider to remove a candidate from the ballot if not meeting the PFD requirements with PCHD not being held financially responsible for removing the candidate from the ballot, seconded by Hill. Hill made the motion, seconded by Wright, to add the words “if possible” to the previous amended language following “the PFD requirement, if possible, with PCHD not being held financially responsible”. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Kingsley made the motion, seconded by Hill to add “if permitted by the Election Authority, the Election Authority shall”. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Hill made the motion, seconded by Wright, to approve the Personal Financial Disclosure with all amended language. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Board of Trustees Officer Elections:

Motion made by Hill, seconded by Wright to nominate Jackson for Chairman. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Motion made by Wright, seconded by Willmarth to nominate Hill for Vice-Chair. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Motion made by Hill, seconded by Wright to nominate Willmarth for Secretary. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Motion made by Hill, seconded by Willmarth to nominate Wright for Treasurer. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

2021-2022 Officers:

Chairman: Jackson
Vice-Chair: Hill
Secretary: Willmarth
Treasurer: Wright
Member: Kingsley

MPR Insurance Rates:

Vernon informed the Board that the Midwest Public Risk “Open Enrollment” period will be in May 2021, with Health Insurance rates increasing effective July 1, 2021. After review and discussion of the information presented on PCHD’s current contribution to employee Health, Dental & Vision insurance coverage, Wright made the motion, seconded by Willmarth, to increase the monthly contribution from \$620 to \$630 per month for each full-time employee. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Employee Appreciation:

Vernon inquired if the Board would like to continue their annual tradition of awarding the PCHD employees a gift card for Employee Appreciation. After discussion, Willmarth made the motion, seconded by Hill to give each employee a \$50 gift card for Employee Appreciation. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Director Report:

Vernon gave the Directors Report and answered inquiries. Report was reviewed. Vernon informed the Board that there is no Deputy Director or Clinic Manager Report this month due to the fact that working and managing the COVID Mass Vaccination Site has been the major focus over the past month.

Financials:

The description of Revenue and Expenditures for the FY 2021 Budget year to date was reviewed. Vernon answered inquiries.

Payment of Bills:

The list of checks proposed for payment was reviewed, along with the explanation of non-customary bills. After review and discussion, Hill made the motion, seconded by Wright to approve the bills. 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 March 16, 2021 were reviewed. Hill moved to accept the minutes, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Fee Resolution:

None this month.

Adjournment:

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

Jackson adjourned the Regular Meeting at 9:00PM.

EXECUTIVE SESSION:

At 9:00PM Wright made the motion, seconded by Hill to enter into Executive Session for Real Estate and HR discussions with Jen Snider, Attorney, pursuant to 610.021 (1), (2), (3), and (13) RSMo 2000. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

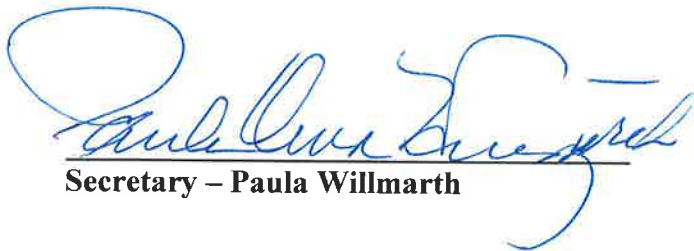
Ruoff, Luebbert & Vernon were present for the Executive Session

Ruoff and Luebbert left the meeting following the Real Estate Transaction discussion.

Executive Session ended at 9:34PM. Hill made the motion, seconded by Wright to end Executive Session, pursuant to 610.021 (1), (2), (3), and (13) RSMo 2000. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Hill made the motion, seconded by Wright to direct the PCHD Director to reach out to Pryor Appraisal for the cost of updating the appraisals on the Platte City and Parkville facilities that he performed in March 2020. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Jackson – yes. Motion passed by unanimous vote.

Adjournment: Jackson adjourned the meeting at 9:35PM.



Secretary – Paula Willmarth

5-19-21
Date