

**Minutes of the Regularly Scheduled Meeting
Platte County Board of Health Center Trustees
March 15, 2022**

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

Trustees Present: Jackson, Hill, Kingsley attended in person. Willmarth attended virtually via GoToMeeting.

Trustees Absent: Wright

Staff Present: Warlen and Luebbert attended in person. Cogan, Gallagher, Sanders, and Smith attended virtually via GoToMeeting.

Others Present: Bryan Ruoff, Architect

Agenda Additions: None

COVID-19 Situational Update:

Sanders gave the Board an update on the COVID-19 numbers in Platte County. Case rates remain in moderate transmission with a 7-day case rate of 35 cases per 100,000 residents at the end of last week. The percent positivity rate dropped slightly to 4.5%. Sanders reported that there have been 89 deaths reported in PCHD's jurisdiction.

Wright joined the meeting at 7:10PM.

Unified Facility Planning Update:

Warlen updated the Board on the General Contractor Review Committee's meeting on March 10, 2022. The Review Committee thoroughly went over all six bids for the General Contractor and produced a short list of three bids for the Board to interview at 1:00pm on March 21, 2022, with a final decision being made by March 22, 2022. After discussion, Kingsley made the motion to interview the General Contractors Allison & Alexander, Straub Construction, and Strickland Construction on March 21, 2022, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Financial Audit RFP:

Sealed bids for Financial Audit services were opened by Jackson. After discussion, Wright made the motion to reject all bids, but authorize Warlen to negotiate with Kenny D. Hales, CPA in an effort to reach acceptable contract terms for the provision of financial audit services, seconded by Willmarth. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Generator RFP:

Sealed bids for Generator services for the new building were opened by Jackson. After discussion, Hill made the motion to authorize Warlen, Ruoff and Luebbert to define generator needs and review the bid from Absolute Comfort Technologies, Inc. and report back to the Board at the Special Session meeting on March 21, 2022, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Security System RFP:

Sealed bids for the security system for the new building were opened by Jackson. After discussion, Kingsley made the motion to authorize Warlen, Ruoff and Luebbert to look over the four bids and bring back recommendations for the security system to the Board at the March 21, 2022 Special Meeting, seconded by Hill. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Improving Screening Rates for Breast and Cervical Cancer Contract:

Smith proposed to the Board that the Improving Screening Rates for Breast and Cervical Cancer Contract for the amount of \$13,619.77 be approved for the period of February 1, 2022 through June 29, 2022. Willmarth made the motion, seconded by Hill to authorize the Director to sign the Improving Screening Rates for Breast and Cervical Cancer contract for the period of February 1, 2022 through June 29, 2022. Roll call vote: Wright – yes, Hill – yes, Willmarth – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Personnel Action:

Warlen advised the Board of the following Personnel Action:

Jackie Coleman has been hired as the new half-time Nursing Clerk, effective March 7, 2022. Jackie will be at Scale/Step 2:1A, salary starting at \$15.35/hour. Paperwork was signed by Jackson.

Director Report:

Warlen gave the Directors Report and answered inquiries regarding each of his respective divisions. Report was reviewed.

Operational Assistant Director Report/Financial Report:

Luebbert gave the Operational Assistant Directors report and 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 2022 Budget year to date was reviewed. Warlen 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, Kingsley made the motion to approve the bills, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Fee Resolution:

No fee changes occurred the past month.

Minutes:

Minutes of the Regular Board meeting of January 18, 2022 were reviewed. Kingsley moved to accept the minutes with amended date change from 2021 to 2022 in the title, seconded by Wright. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

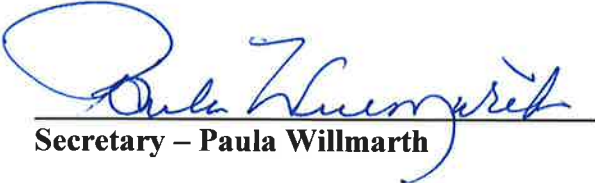
Minutes of the Regular Board meeting of February 15, 2022 were reviewed. Kingsley moved to accept the minutes with amended change under COVID-19 Situational Update to read there were 82 deaths in non-Kansas City Platte County, seconded by Hill. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Minutes of the Special Session Board meeting of March 8, 2022 were reviewed. Hill moved to accept the minutes, seconded by Kingsley. Roll call vote: Wright – yes, Hill – yes, Kingsley – yes, Willmarth – yes, Jackson – yes. Motion passed by unanimous vote.

Adjournment:

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

Jackson adjourned the Regular Meeting at 8:30PM.


Secretary – Paula Willmarth

4-19-22
Date