

Cass County Health Department

BOARD OF HEALTH

February 28, 2024

The Cass County Board of Health met at the Virginia office of the Cass County Health Department and via Zoom on February 28, 2024. President Amy Parlier called the meeting to order at 12:01 p.m.

Board of Health members present were Amy Parlier, Ann Chelette, and Zach Flinn. Jennifer Allen, Cathy Gibson, Kim Hance, and Mekelle Neathery joined via Zoom.

Health Department employees present were Teresa Armstrong, Dirk Debergh, Tiffany Angelo, Delaney Sieving, and Franci Sweetin. Casey Hance was present to take minutes of the meeting.

Approval of the Minutes

A motion was made by Ann Chelette and seconded by Zach Flinn to approve the minutes of the January meeting as presented. The motion carried in favor.

Financial Report

Dirk Debergh, Fiscal Director, reviewed the financial reports from January.

Dirk reported that roughly six months' worth of delayed billing by Jacksonville Memorial Hospital has caused Home Health & Hospice to go approximately \$54,000 in the red. These charges should have taken place in fiscal year 2023, but arrived two weeks after FY23 books closed.

Dirk addressed the difference in dental clinic revenue year-to-year. He stated that this is due to having two full-time dentists in 2023 and our struggle to find a full-time dentist in 2024.

Dirk reported that the Tracy Family Foundation has donated \$15,000 to the Teen Reach program, and they're requesting a detailed expense statement at the end of the program.

Dirk reported that we paid our first annual payment for the loan from the county in January.

The financial committee recommended that the existing balance in the CD set to expire March 3, 2024 be moved to the 12 month new CD at 4.5% interest with West Central Bank.

The financial committee proposed moving \$1,000,000 out of the checking account and into CDs at West Central Bank. The committee recommended \$500,000 be placed in a 3 month CD at 4% interest with West Central Bank, and \$500,000 be placed in a 6 month CD at 4.25% interest with West Central Bank.

A motion was made by Kim Hance and seconded by Ann Chelette to approve moving the expiring CD balance into a new 12 month CD, and opening two new CDs, as discussed. The motion carried in favor. Zach Flinn abstained from voting due to potential conflict of interest.

A motion was made by Zach Flynn and seconded by Ann Chelette to approve the financial report. The motion carried in favor.

Administrators Report

Teresa Armstrong, Administrator, reported building updates in the Beardstown office including the roof leak, the north hall drywall cracks, and the generator.

Teresa reported that the UDS report has been submitted. HRSA reached out to Teresa with nine questions for clarification, and she has submitted answers to those questions.

Teresa reported that our last condition from the HRSA Operational Site Visit has been cleared.

Teresa reported that March 5th will be Franci Sweetin's final day as EH Director and shared updates about the role moving forward.

Teresa provided Welcome Center updates to the committee, including a recent assessment with a DHS consultant and discussions from a Cass County Public Safety Committee meeting that she and Audra Elam, Welcome Center Coordinator, attended.

Teresa reported the Hospice Annual Appeal letter donations total \$22,666.50 as of 2/22/24. Last year's total was \$18,663.85. Hospice also received a check from the Briney Trust for \$48,222.38. This was proceeds from crop sales, cash rent, some mutual fund interest and Prairieland FS stock. We have not yet received any funding from the sale of the land.

Teresa shared updates from a Succession Planning training that she attended, as well as potential COVID isolation guidance changes from the CDC.

Clinic Report

Tiffany Angelo, Clinic Director, updated the Board on recent hiring activity. Junitta, NP, has transitioned to the Virginia office. Suzanne's last day will be February 23rd. A bilingual receptionist has been hired. The search continues for an additional nurse/MA and bilingual front desk receptionist to float between offices and cover days off and call ins, as well as an additional LCSW or LCPC. A part-time counselor has been hired and will begin at the end of March.

Tiffany shared information about the upcoming implementation of an inventory tracking system through ArbiMed. She also stated that our annual School Health Center site visit will take place in mid-March.

Tiffany reported that our medical, dental and behavioral health numbers all increased this month. Our unduplicated census is down a little from where we were this time last year, but with the decrease in providers, it is not surprising.

Tiffany reviewed QA numbers with the Board. Thirteen measures were reviewed, including Cervical Cancer Screening, Colorectal Cancer Screening, Breast Cancer Screening, Newly Diagnosed HIV patients, HIV screening, Prenatal Health (Patient being seen during the 1st trimester), Perinatal Infant Birth weight, Patient Visits with Clinician (PCP)/Team, Risk Management: Closing the Referral Loop, Risk Management: Checking expiration dates on vaccinations, Risk Management: Controlled Substance. Of the 13 measures reviewed, 6 improved since last quarter or surpassed the goal, 4 declined since last quarter or did not surpass the goal, and 3 measures remained the same since the last quarter.

Environmental Health Report

Franci Sweetin, Environmental Health Director, gave an overview of food inspections during the month of December, along with explanations of any violations and steps that were taken to mitigate the issues.

Franci reported that both December and February food classes were full and the pass rate for each class was over 90%. There have been 3 septic applications received since our last meeting. Only one of those septic systems have been installed so far. Five well applications have been received since the last meeting and four of those have been installed without any issues. We still have only one tanning salon in Cass County, Amy's Salon, which is up for an inspection this year. All vector activities have been on pause during the winter. Tick drags and mosquito collection will begin later on this spring.

Health Education and Outreach Report

Delaney Sieving, Director of Health Education and Outreach, reported on the recent activities of the Health Education and Outreach department, including 60 outreach events, 28 classroom-based presentations, and two grant program presentations to the CDC.

Delaney provided an update on staffing, including the addition of a Community Health Worker and the loss of a Health Educator and Community Health Worker. We are seeking an additional Health Educator. Bryanna has been out on maternity leave and returns this week.

Delaney shared the success of our recent Fit & Strong program that wrapped up in November. They aim to start a program in Virginia in the spring and another program in Beardstown in late summer or early fall.

Delaney reported on current Public Health Programs and Initiatives.

Old Business

There was no old business to report.

New Business

A motion was made by Cathy Gibson and seconded by Zach Flinn to approve the Clinic, BH, and Dental Charges as presented, to be effective April 1st. The motion carried in favor.

A motion was made by Cathy Gibson and seconded by Ann Chelette to approve the CCHC Sliding Fee Discount scale as presented, to be effective April 1st. The motion carried in favor.

A motion was made by Kim Hance and seconded by Ann Chelette to approve the EH Policies. The motion carried in favor.

A motion was made by Zach Flinn and seconded by Ann Chelette to approve Junitta Stieren's Credentialing and Privileging as presented. The motion carried in favor.

A motion was made by Cathy Gibson and seconded by Zach Flinn to approve the 2023 Annual Report. The motion carried in favor.

Adjournment

A motion was made by Ann Chelette and seconded by Zach Flinn to adjourn the meeting. The motion carried in favor. President Amy Parlier adjourned the meeting at 12:49 p.m.

Respectfully Submitted,

Casey Hance, Admin. Asst.