

CARTER COUNTY HEALTH CENTER  
IN COOPERATION WITH THE  
MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES

BOARD OF TRUSTEES

January 24, 2024

AGENDA

Minutes Presented

DT, SC

Monthly Bills Presented

OLD BUSINESS:

Activity Report: December

Department Board Reports

NEW BUSINESS

2023 Budget Amendments & Reconciliations

SC, DT

2024 Budget

2023 Annual Report

Mission, Vision, and Values

Accreditation Update

EXECUTIVE SESSION:

610-021

DT, SC

Personnel Issues: Resignation

SC,

quarterly basis.

PO BOX 70 VAN BUREN, MISSOURI 63965

An equal opportunity/affirmative action employer

Services provided on a nondiscriminatory basis

DT, SC - made motion to contract services  
as needed on month to month basis

SC, DT leave closed session

CARTER COUNTY HEALTH CENTER

January 24, 2024

Board Chairperson, Mrs. Dougherty called to order the regular board meeting at the Carter County Health Center, January 24, 2024

*BOARD MEMBERS PRESENT:*

Jane Dougherty  
Debbie Turley  
Sara Cooper

*BOARD MEMBERS ABSENT:*

Robin Murphy  
Kelly Jenkins

*PERSONNEL PRESENT:*

Michelle Walker

*MINUTES:*

The board minutes were approved for the December 2023 meeting.

*BILLS:*

Mrs. Turley made a motion, second by Mrs. Cooper, to pay bills. Motion carried.

*OLD BUSINESS*

*ACTIVITY REPORT:*

The monthly activity report and department board reports was presented for the month of December 2023.

*NEW BUSINESS*

*2023 RECONCILIATIONS AND 2024 BUDGET:*

Mrs. Walker presented to the board the final actual income for 2023 and the proposed operating budget for 2024. After review and discussion, Mrs. Cooper made a motion, second by Mrs. Turley, to approve the 2024 budget. Motion carried.

*2023 Annual Report*

Mrs. Walker presented the 2023 annual report that was prepared. She reported this will be created and distributed annually.

*Updated Vision, Mission, and Values*

Mrs. Walker presented the updated mission, vision and value statement developed in the CCHC strategic plan kickoff meeting for board review. The board discussed the changes proposed and agreed that they did a better job of demonstrating the mission, vision, and values of CCHC. Mrs. Cooper made a motion to adopt the new mission, vision and values as discussed, Mrs. Turley seconded the motion. Motion carried.

**Updated Value Statement:** We are invested, dedicated professionals who believe in an adaptable approach in delivering services in an ethical and nondiscriminatory manner. Our care is characterized by the honesty, quality, dependability, trust and confidentiality that each citizen deserves.

**Updated Mission Statement:** Our mission is to promote and protect the health and safety of the people within Carter County through the development and implementation of public health services based on assessed needs.

**Updated Vision:** Our vision is for Carter County citizens to thrive in a safe and healthy community where the health department actively engages with residents, collaboratively coordinates resources, and creates optimal opportunities for well-being. We aspire to be known for open communication, transparency, and partnerships that empower residents to lead healthier lives.

*Accreditation UPDATE*

Mrs. Walker gave an update on PHAB accreditation work. Application was approved by PHAB and now CCHC will begin the process of document submission.

*EXECUTIVE SESSION:*

Mrs. Cooper made a motion to enter executive session, second by Mrs. Turley. Motion carried.

Mrs. Turley made a motion to exit the executive session, second by Mrs. Cooper. Motion carried.

A handwritten signature in cursive script, appearing to read "Jane Dougherty". The signature is written in black ink and is positioned above a horizontal line.

Board Chair Signature

TITLE VI MONTHLY REPORT 2023

	17-Dec	JAN	FEB	MAR	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC.	TOTALS
CHRONIC DISEASE	5	4	2	1	2	9	8	4	6	3	1	0	2	42
CASE MANAGEMENT	0													0
DRUG or ALCOHOL TESTING						3	2			1			1	8
FAMILY PLANNING	6										2			8
IMMUNIZATIONS		13	12	23	8	20	14	25	91	21	22	28	22	299
Imm Exemptions														0
INJECTIONS (B12, ETC.)		1		1	1	3	3	2	2	2	3	2		20
MCH (PREG.) TESTS				1	1	1	2							5
CPR					10		10	2	9	5		3		39
COVID-19 CASES		18	38	13	8	2	1	7	24	31		20	19	181
SCHOOL SCREENING														0
SEASONAL FLU		33	1	1							1		5	41
Flu Immunizations		1	1							64	106	56	28	256
SHAW/WISEWOMEN														0
TB TESTING		4		2	4	2	6	8	4	4	9	1	2	46
TOBACCO CESSATION														0
WIC		196	202	201	201	205	215	218	235	234	231	233	214	2585
CAR SEAT CHECKS			1									4	7	12
COVID-19 INJECTIONS		21	18	7	7	2	0	0	2	4	46	64	23	194
COVID-19 TESTING		7	27	11	10	3	0	3	31	52	9	10	9	172
COVID-19 TRACING		18	30	13	8	0	0	7	24	31	17	20	19	187
CD-1 REPORTING		1	3	4	2	5	2	3	4	4			1	25
STD TESTING		3	3	2		3	2	5	2		1			21
LEAD			2											2
LAB DRAW			2		1	3	1	1	0					8
Public Health Education: Outreach Contacts					12	113	6		119.0			3	40	293
Sports Physicals									16.0					16
Food Inspections					6	6			9.0	6	0		5	32
Lodging Inspections						3					0		2	5
vital record														
TOTAL:	320	348	280	263	383	264	287	574	456	448	500	438	4584	

cure



# CARTER COUNTY HEALTH CENTER

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

Services provided on a nondiscriminatory basis

## December Report

### Department: Nursing

**Foundational Areas** : Chronic Disease Prevention · Linkage to Resources ·

**Foundational Capabilities** : Communications · Assessment and Surveillance ·

## Communicable Disease Update

### Reported Covid cases in December 2023

- 19 cases reported to or received testing at CCHC

Note: no one is reporting home test results via phone or website with very few positives reported from MOhigh and a few from Mercy hospital.

### Other Communicable Diseases Dec.

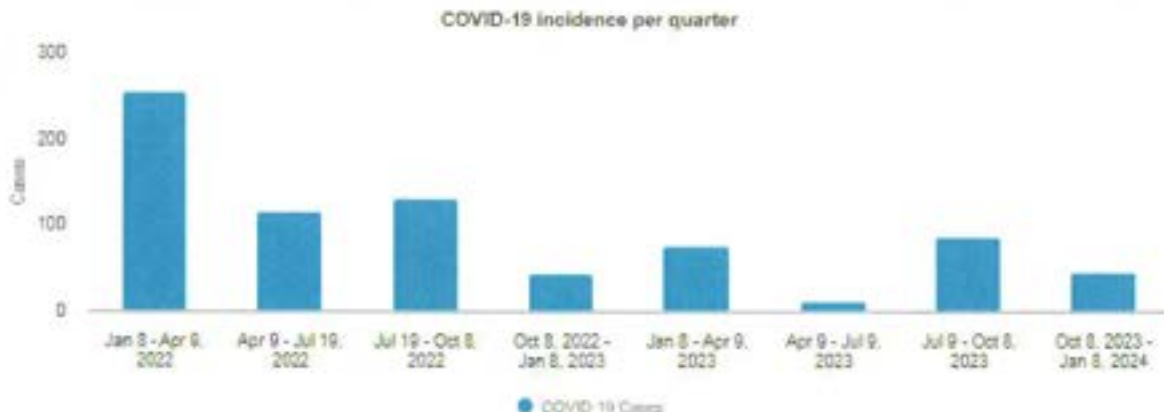
- 1 chlamydia case
- 1 Flu A
- 4 Flu B

## Year-to-year Comparison

### Covid

#### COVID-19

[Read more about COVID-19](#)



(573) 323-4413



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# CARTER COUNTY HEALTH CENTER

Above is a snapshot of reported COVID cases in our county for the last 2 years

- Comparing last year Oct 8th-Jan 8th 2024
  - there is 1 more covid cases reported this year than last year
  - does not account for home tests and those not reported to health center

## Vaccination update

### Flu Vaccinations

- 28 flu shots provided in December 2023

### COVID Vaccinations

- 24 covid shots provided in December 2023

### School

- 3 children received vaccinations for school

### RSV

- 8 vaccine provided

### Quality Control/Counts

- Temp logs
  - checked twice a day with no abnormalities found
- Vaccine Counts
  - completed once a month between the 1st and 14th with no unresolved findings
  - Expired Vaccines
    - 1 dose of Shingrix
    - 27 Flu Mist
- **Communication**
  - follow up appointments made for catch up schedule vaccines for children in progress
  - 536 total phone calls received by CCHC as a whole
    - resulting in a total of 13.45 hours of phone calls
- **Vital Records**
  - **Birth Certificates**
    - 13 birth certificates provided from Dec 2023
  - **Death Certificates**
    - 26 death certificates provided from Dec 2023



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# CARTER COUNTY HEALTH CENTER

## **Child Care Health Consultation (CCHC) Program**

- Two Health Promotion Classes Dec 20th at VB Preschool approx. 40 children in attendance learning about healthy food during a grocery shopping game.



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## December Report

Department: WIC

**Foundational Areas** : Maternal, Child and Family Health · Injury Prevention ·

**Foundational Capabilities** : Communications ·

In the month of October WIC had a total of 231 participants. This count includes several categories:

- **Women Pregnant- 15**
- **Women Fully Breastfeeding- 10**
- **Women Partially Breastfeeding- 5**
- **Women Postpartum- 15**
  - **Total Women- 45**
- **Infants Fully Breastfeeding- 11**
- **Infants Partially Breastfeeding-4**
- **Infants Fully Formula Fed- 37**
  - **Total Infants-52**
- **Total Children- 117**
  - **Clinic Total All Categories- 214**



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## CARTER COUNTY HEALTH CENTER

Other programs linked to WIC include:

- **Car seat program-** Available to Carter County residents. Convertible car seats and High Back booster seats are what we have available (limited supply) for Carter Co. residents. We have a question added to our participant encounter form that asks "*Do you have a Car Seat? Y or N*" if marked no, we ask if they are in need of a carseat.
  - In the month of Dec. We did not give out a car seat
- **Safe sleep-** Available to qualifying WIC participants. We have a question added to our participant encounter form "*Do you have a safe place for your baby to sleep? Y or N* " If marked "no " we offer the safe sleep questionnaire. The form is then submitted to the state agency and they determine whether the participant qualifies for a Pack N Play. If a participant qualifies the SA will mail a Pack N Play to CCHC and can be picked up by the participant.
- **Diaper Bank of the Ozarks-**Two packages of diapers are available to each child per household. For WIC clients and Carter Co. residents.
  - In the month of Dec. we gave out 3 packages of diapers



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**CARTER COUNTY**  
HEALTH CENTER



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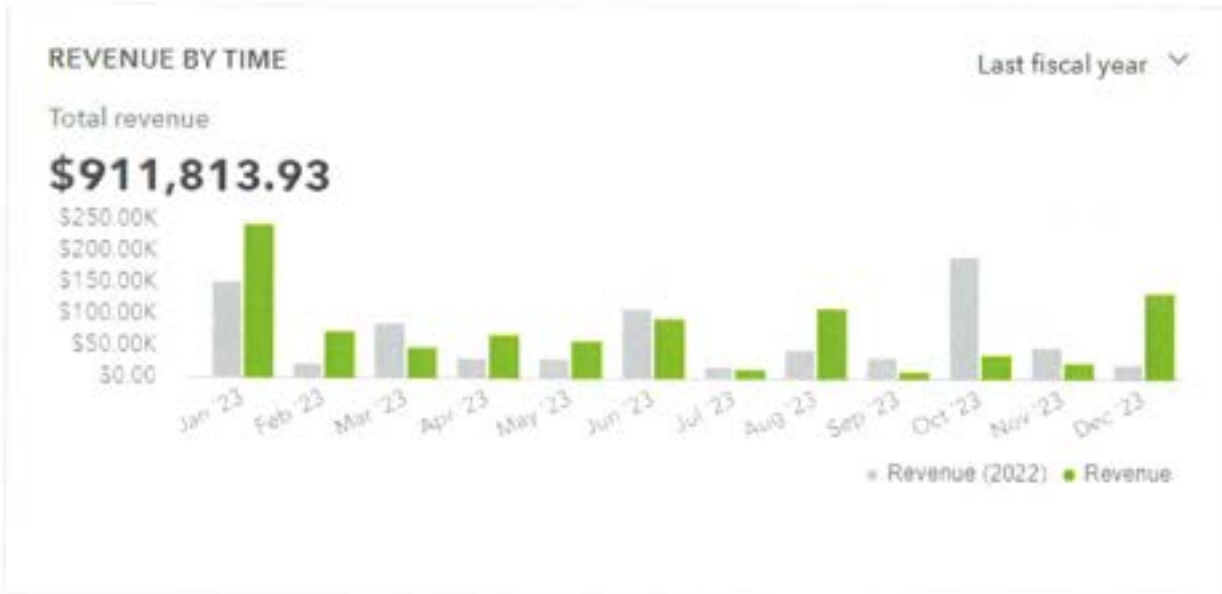
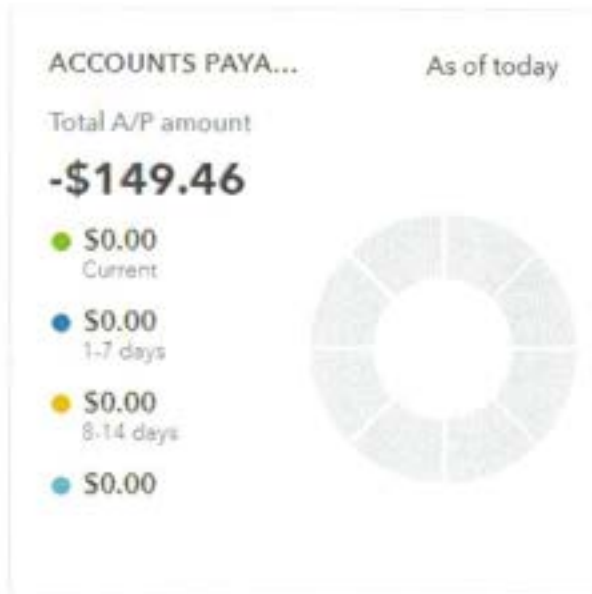


# CARTER COUNTY HEALTH CENTER

## December Report

Department: Financials

Foundational Capabilities · 
 Organizational Administrative Competencies · 
 Communications





# CARTER COUNTY HEALTH CENTER

## December Report

Department: Financials

- Foundational Capabilities
- Organizational Administrative Competencies
- Communications

### EXPENSES BY TIME

Last fiscal year ▾

Total expenses

## \$742,297.50



### GROSS PROFIT BY TIME

Last fiscal year ▾

Total gross profit

## \$911,813.93



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# Carter County Health Department "EPHS December 2023 Report"

Board report will reflect December 1<sup>st</sup> through 31<sup>st</sup>

## Food:

Routine Inspections	05
Attempted Inspections	02
Technical Assistance Phone	22
Food Correspondence	08
Field Visits	03
Food Complaints	00

## Septic:

Technical Assistance by Phone	01
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## Lodging:

Technical Assistance Phone	05
Technical Assistance Onsite	01
Lodging Correspondence	05
DHSS Inspected Lodging	01 Carbi's Motel & Lounge Initial (DHSS)-Failed

## Daycare Inspections:

Technical Assistance by Phone	03
Correspondence	03

## Other Information:

Carter County Activities Underway. Gathering all information and speaking with DHSS on Program Directions.

<b>CARTER COUNTY 2024 BUDGET 11 FUND APPROPRIATION BY OBJECT OF EXPENDITURES</b>				
	<b>2022 ACTUAL</b>	<b>2023 Approved</b>	<b>2023 ACTUAL</b>	<b>2024 Approved</b>
<b>OTHER EXPENSES</b>				
COVID 19	\$ -	\$ -		
Depreciation Expense	\$ -	\$ -		
Decreasing Health Disparities	\$ 191,460.65	\$ 47,000.00	\$ 39,729.99	\$ 1,500.00
Delta	\$ 1,846.30	\$ 1,000.00	\$ 196.97	\$ 300.00
SMHW	\$ 291.48	\$ 500.00	\$ 247.77	\$ -
WISEWOMAN	\$ -	\$ 150.00		\$ -
ELC Cares	\$ 78,574.34	\$ 74,000.00	\$ 29,214.13	\$ 58,000.00
Emergency Prep.	\$ 5,355.21	\$ 5,000.00	\$ 6,235.74	\$ 6,000.00
Emergency Rural Healthcare USDA Grant		\$ 114,057.00	\$ 29,106.25	\$ 80,000.00
Coalition for Roadway Safety	\$ -	\$ -	\$ 2,156.03	\$ 200.00
Child Care Consult	\$ 2,556.13	\$ 350.00	\$ 2,042.53	\$ 1,000.00
CHIP	\$ 738.27	\$ 500.00		\$ 500.00
Family Planning	\$ 353.75	\$ 500.00	\$ 525.00	\$ 250.00
Gasoline Expense	\$ 44.49	\$ 500.00		\$ 500.00
Immunizations	\$ 8,442.82	\$ 8,500.00	\$ 7,675.58	\$ 8,000.00
Increasing Adult Immunizations	\$ 12,345.95	\$ 30,000.00	\$ 21,526.85	\$ 1,000.00
MCH	\$ 225.60	\$ 500.00	\$ 2,017.40	\$ 500.00
Medical Supplies	\$ 958.77	\$ 2,500.00	\$ 1,198.50	\$ 2,500.00
NACCHO Workforce Grant			\$ 675.00	\$ -
PHIG			\$ 9,225.92	\$ 45,000.00
Regional Covid 19 Vaccine Grant	\$ -	\$ -		\$ -
Sanitation Expense	\$ 1,641.84	\$ 500.00	\$ 1,209.74	\$ 4,800.00
Workforce Development Grant		\$ 17,000.00	\$ 21,820.70	\$ 10,000.00
WIC Expense	\$ 3,348.68	\$ 2,000.00	\$ 8,249.39	\$ 4,000.00
Petty Cash				
<b>TOTAL of Page 3</b>	\$ 308,184.28	\$ 304,557.00	\$ 183,053.49	\$ 224,050.00
<b>TOTAL OF PAGE 3</b>	\$ 308,184.28	\$ 304,557.00	\$ 183,053.49	\$ 224,050.00
<b>TOTAL OF PAGE 2</b>	\$ 476,305.01	\$ 478,389.00	\$ 559,244.01	\$ 521,608.00
<b>GRAND TOTAL OF EXPENDITURES</b>	\$ 784,489.29	\$ 782,946.00	\$ 742,297.50	\$ 745,658.00
<b>GRAND TOTAL OF REVENUES</b>	\$ 794,077.82	\$ 973,679.95	\$ 911,692.28	\$ 967,189.94
<b>NET REVENUE</b>	\$ 9,588.53	\$ 190,733.95	\$ 169,394.78	\$ 221,531.94
Chairperson Signature	<i>Jane Douglas</i>			
Date:	1/29/2024			

CARTER COUNTY 2024 BUDGET 11 FUND ESTIMATED REVENUES BY CLASSIFICATION				
	2022 ACTUAL	2023 ESTIMATED	2023 ACTUAL	2024 ESTIMATED
<b>PROPERTY TAXES</b>	\$ 147,363.37	\$ 200,000.00	\$ 248,355.59	\$ 200,000.00
Replacement tax on subclass 3 property				
<b>TOTAL</b>	\$ 147,363.37	\$ 200,000.00	\$ 248,355.59	\$ 200,000.00
<b>INTERGOVERNMENT REVENUES</b>				
BCCCP/Show Me Healthy Women	\$ 415.69	\$ 2,000.00	\$ 559.28	\$ -
Emergency Preparedness	\$ 8,914.48	\$ 14,826.00	\$ 15,248.96	\$ 10,747.00
COVID-19	\$ -	\$ -		
Child Care Consultant	\$ 3,036.39	\$ 3,534.29	\$ 4,948.21	\$ 5,000.00
Child Care Sanitation Inspections	\$ -	\$ 300.00		
Crisis Co-Ag	\$ 9,881.00	\$ -		
Coalition for Roadway Safety	\$ -	\$ -	\$ 190.00	\$ 14,500.00
Core	\$ 56,572.08	\$ 61,715.00	\$ 61,715.00	\$ 61,715.00
Decreasing Health Disparities	\$ 181,653.06	\$ 85,239.84	\$ 55,177.90	\$ 23,202.69
ELC CARES	\$ 162,573.26	\$ 115,650.01	\$ 169,339.16	\$ 96,462.66
Emergency Rural HealthCare USDA Grant		\$ 144,595.05	\$ 20,139.52	\$ 150,000.00
Increasing Adult Immunizations	\$ 45,823.43	\$ 85,478.69	\$ 102,880.38	\$ 6,848.97
Increasing FLU Vaccinations		\$ -		\$ -
MCH	\$ 16,972.58	\$ 16,835.73	\$ 14,962.60	\$ 16,933.62
PHIG				\$ 160,000.00
RCORP	\$ -	\$ 5,000.00		
Regional Covid Vaccine Grant		\$ -		
SFS Sanitation Inspections		\$ 300.00	\$ 325.00	\$ 400.00
Vital Records	\$ 6,406.33	\$ 7,000.00	\$ 7,625.62	\$ 6,500.00
WIC	\$ 72,779.09	\$ 78,792.00	\$ 82,749.44	\$ 82,107.00
Wisewoman	\$ -	\$ 1,000.00		
Workforce Development		\$ 74,613.34	\$ 44,913.88	\$ 65,873.00
<b>TOTAL</b>	\$ 565,027.39	\$ 696,879.95	\$ 580,774.95	\$ 700,289.94
<b>INTEREST INCOME</b>				
Bank Account	\$ 297.30	\$ 250.00	\$ 1,669.57	\$ 2,000.00
Certificate of Deposits	\$ 270.55	\$ 250.00	\$ 1,701.08	\$ 2,000.00
<b>OTHER REVENUES</b>				
Donations	\$ 2,041.93	\$ 5,000.00	\$ 1,022.27	\$ 1,500.00
Delta Grant	\$ 6,100.00	\$ 6,000.00	\$ 7,770.00	\$ 6,000.00
IdenToGo (Fingerprinting)	\$ 48.00	\$ -		
Medicaid	\$ 11,222.47	\$ 8,000.00	\$ 6,862.22	\$ 6,000.00
Medicare Flu	\$ 6,544.74	\$ 6,500.00	\$ 6,776.56	\$ 6,500.00
Medicare	\$ 10,624.32	\$ 10,000.00	\$ 15,699.56	\$ 10,000.00
Private Insurance	\$ 9,133.01	\$ 7,500.00	\$ 3,729.27	\$ 3,000.00
HRSA COVID 19 Uninsured	\$ 5,016.23	\$ -		
Miscellaneous Income	\$ 87.25	\$ 1,000.00	\$ 8,446.66	\$ 2,500.00
Contract Nursing Services	\$ 3,103.70	\$ -		
Nutrition Services Reimbursed	\$ 4,725.26	\$ 20,000.00	\$ 23,298.85	\$ -
NACCHO Workforce				\$ 20,000.00
Refunds	\$ 1,212.07	\$ 800.00	\$ 1,347.56	\$ 1,000.00
RMOMS	\$ 20,000.00	\$ 10,000.00	\$ 2,500.00	\$ 5,000.00
Safe Sleep	\$ 200.00	\$ 500.00	\$ 100.00	\$ 200.00
Vax Care	\$ 1,060.23	\$ 1,000.00	\$ 1,638.14	\$ 1,200.00
<b>TOTAL</b>				
<b>OPERATING TRANSFER IN</b>	\$ 81,687.06	\$ 76,800.00	\$ 82,561.74	\$ 66,900.00
<b>GRAND TOTAL REVENUES</b>	\$ 794,077.82	\$ 973,679.95	\$ 911,692.28	\$ 967,189.94
INCOME SIGNED BY CHAIRPERSON	<i>Jane Laughlin</i>		DATE:	1/29/2024





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