

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

BOARD OF TRUSTEES

December 30, 2024

AGENDA

Minutes Presented

Monthly Bills Presented

OLD BUSINESS:

Activity Report

Individual Department Board Reports

NEW BUSINESS

Board Filing Reminder

Policy Update: PTO

MOCPHE Award

Administrator Leadership Institute Invite

YTD P & L: YTD Income & Expenditure Amendments

EXECUTIVE SESSION:

610-021

Personnel Issues: Yearly Evaluations

PO BOX 70 VAN BUREN, MISSOURI 63965
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Services provided on a nondiscriminatory basis

Carter County Health Center

December 30, 2024

Board Chairperson, Mrs. Dougherty, called to order the regular board meeting at the Carter County Health Center on December 30, 2024.

Board Members Present:

Sara Cooper
Debbie Turley
Robyn Murphy
Jane Dougherty
Kelly Jenkins

PERSONNEL PRESENT:

Michelle Walker
Tracy Winchester

MINUTES:

The board minutes were approved as read for November 25, 2024 and special board meeting on Dec 17, 2024.

BILLS:

Mrs. Turley made a motion, seconded by Mrs. Jenkins, to pay bills. Motion carried.

OLD BUSINESS

ACTIVITY REPORT:

The monthly activity report and individual program reports were approved for November 2024.

NEW BUSINESS

Board Filing Reminder:

Mrs. Jenkins completed the required paperwork for filing for board position.

Policy Update: PTO

Mrs. Walker presented the board with a new PTO policy drafted with 288 hours maximum for full time employees. Time off request process was explained and payout calculations for excess PTO hours was presented. After review and discussion, Mrs. Jenkins made a motion to approve the new PTO policy. Motion was seconded by Mrs. Turley. Motion carried.

MOCPHE Award:

Mrs Walker informed the board that Carter County Health Center had recently been recognized by MOCPHE for an award for its hard work and drive towards accreditation.

Administrator Leadership Institute Invite:

Mrs. Walker informed the board of an invitation from the Missouri Department of Health and Senior Services to participate in the State Leadership Institute that she will be completing in January.

YTD P&L: YTD Income & Expenditure Amendments:

Mrs. Walker informed the board of the 2024 P&L: YTD Income & Expenditures . Mrs. Cooper made a motion to amend the budget to actual, seconded by Mrs. Murphy to approve the budget amendments. Motion carried.

EXECUTIVE SESSION:

Mrs. Jenkins made a motion, seconded by Mrs. Turley to enter executive session. Motion carried.

610-021

Personnel Issues: Yearly Evaluations

Next Board Meeting Scheduled

After review and discussion, the next scheduled board meeting will take place on Monday, January 27, 2025 at 1:00 PM. Mrs. Jenkins made a motion to adjourn the meeting, seconded by Mrs. Cooper; motion carried.

Board Chair Signature

Carter County Health Department “EPHS November 2024 Report”

Board report will reflect November 1st Through 30th

Food:

Routine Inspections:	06
Attempted Inspections	00
Follow Up Inspections:	00
Technical Assistance Phone:	00
Food Correspondence:	00
Food Complaints:	00
Pre-Opening	00

Septic:

Technical Assistance by Phone	00
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Lodging:

00

Daycare Inspections:

(No Activity)

Other Information:

I have been attending the weekly meetings. I will be getting ready for the LEAP on Dec 9th.

Reynolds County Health Department “EPHS November 2024 Report”

Board report will reflect November 1st through 30th

Food:

Routine Inspections: 3 total
 Crocker's
 Cosmic Southern Cooking
 Don's place - preopening approved to open

Technical Assistance Phone: 0

Lodging: 0

Daycare Inspections: 0

Water Samples: 0

Other Information:

Since everything is caught up and on a schedule there are not many food establishments due for inspection in November and December. December only has one day care due for inspection. I will be working with the LEAP person on December 9th.



CARTER COUNTY HEALTH CENTER

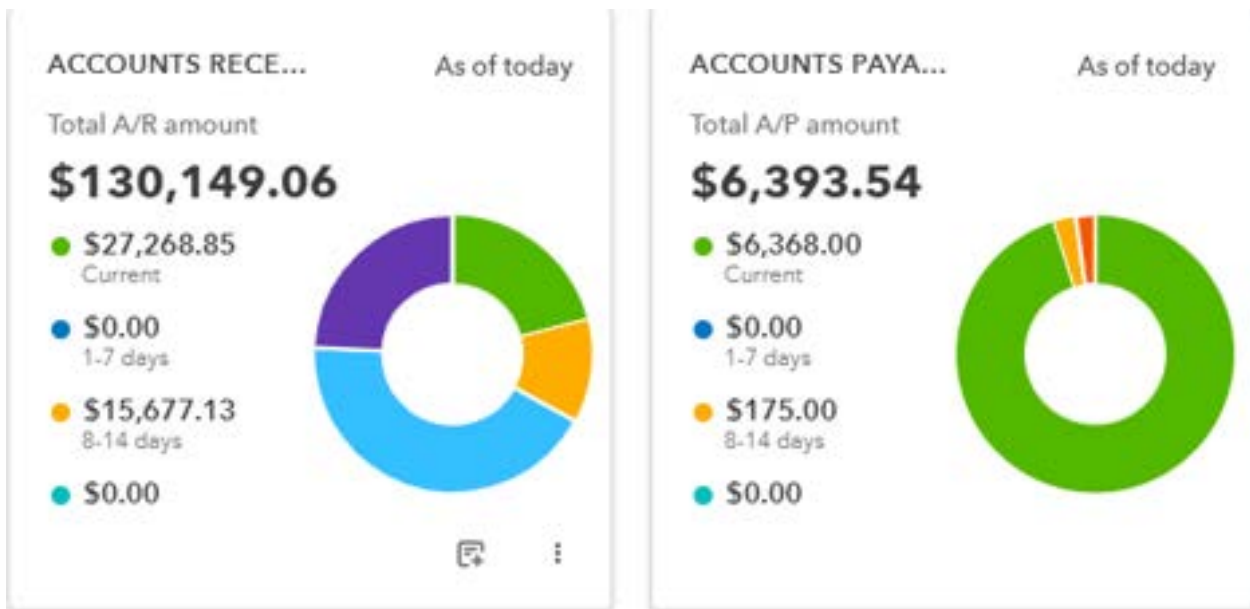
November Report

Department: Financials

Foundational Capabilities

Organizational Administrative Competencies

Communications



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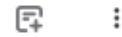
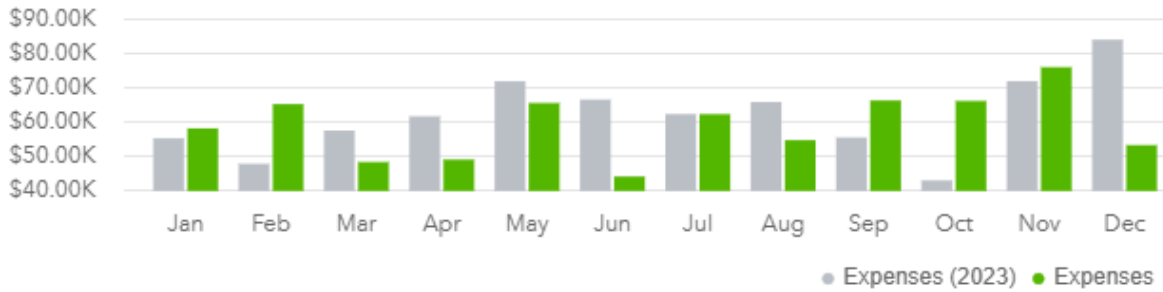
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EXPENSES BY TIME

This year to date ▼

Total expenses

\$709,461.69

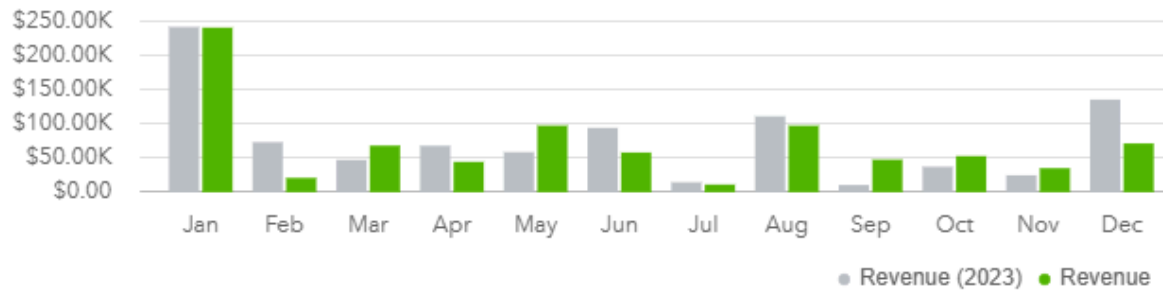


REVENUE BY TIME

This year to date ▼

Total revenue

\$841,552.84



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November Report

Department: WIC

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

Foundational Capabilities : **Communications** ▾

In the month of November WIC had a total of 182 participants. This count includes several categories:

- **Women Pregnant- 20**
- **Women Fully Breastfeeding- 7**
- **Women Partially Breastfeeding- 1**
- **Women Postpartum- 7**
 - **Total Women- 35**
- **Infants Fully Breastfeeding- 8**
- **Infants Partially Breastfeeding-1**
- **Infants Fully Formula Fed- 24**
 - **Total Infants-33**
- **Total Children- 114**
 - **Clinic Total All Categories- 182**



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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.
 - 0 car seats given
- **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.
 - none
- **Diaper Bank of the Ozarks**-Two packages of diapers are available to each child per household. For WIC clients and Carter Co. residents.
 - 13 packs of diapers given

We have been approved to partner with New Madrid Family Resources and their diaper program.



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November 2024

Department: Nursing

Foundational Areas: Chronic Disease Prevention Linkage to Resources

Foundational Capabilities: Communications Assessment and Surveillance

Communicable Disease Update

Reported Covid cases in November 2024

- 4 cases reported to or received testing at CCHC

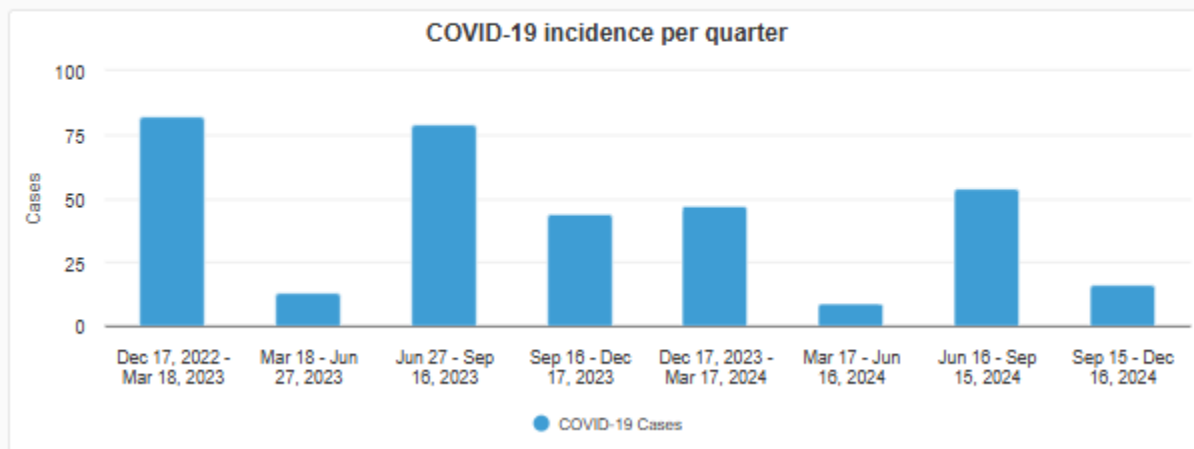
Other Communicable Diseases November or reportable events

- Flu B- 3
- Cat Bite
- Covid-19-3

Year-to-year Comparison

COVID-19

[Read more about COVID-19](#)



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CARTER COUNTY

HEALTH CENTER

- Above is a snapshot of reported COVID cases in our county for the last 2 years: **44** cases this time frame last year, **16** cases this year (Aug 11-Nov 11 2023-2024). Note: We have had minimal reporting of home positive tests from the community, so some cases are not captured.
- There has been no influenza cases reported yet this season

Vaccination update

Flu Vaccinations

- 39 flu shots provided

COVID Vaccinations

- 15 covid shots provided

School

- 3 children received vaccinations for school

RSV

- 0 vaccine provided

Adult Vaccinations

- 3 provided

Other Services:

TB test

- 0 TB tests (PPD) provided

BP check

- 0 provided

Injection of home medication

- 1 completed

Hemoglobin A1C

- 0 completed

Pregnancy Test

- 0 completed

Lead Test

- 0 completed

STD Med administration or Testing

- 0 completed

COVID test

- 1 completed

Quality Control/Counts

- Temp logs
 - checked twice a day with no abnormalities found
- Vaccine Counts





CARTER COUNTY HEALTH CENTER

- completed once a month between the 1st and 14th with no unresolved findings
- Expired or soon to be expired Vaccines- table below

Vaccines expired or soon to be listed below

NONE

Communication

- follow up appointments made for catch up schedule vaccines for children in progress
- 421 total phone calls received by CCHC
 - resulting in a total of 12.46 hours of phone calls

Vital Records

- Birth Certificates
 - 20 birth certificates provided
- Death Certificates
 - 7 death certificates provided

Child Care Health Consultation (CCHC) Program

- My food plate classes in November for Van Buren Preschool

MoDot Highway Safety and Traffic Grant (Car Seat Safety)

- 0 Outreach completed
- 0 car seats provided
- 7 Car Seat checks

Delta Grant Diabetes Program

- Current cohort ending in January



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Vending Machine Totals

- Narcan: 12
- Covid tests: 21
- Condoms: 5
- Water test kits: 5
- Drug Waste: 2
- Gun locks: 2
- Fentanyl Tests: 2
- Emergency Contraceptive: 1

CPR CLASSES

- None in November
 - Michelle and Heaven attended recertification in November for CPR instructors

