Minutes of March 21st, 2024 Meeting

Dent County Health Center Board of Trustees

# Call to Order and Roll Call

Bob Parsons, Chairman of the Board of Trustees, called the meeting to order at 5:02 p.m.; in attendance were Bob Parsons, Carol Lacy, Lori Hasten, Roma Jones, and Zach Moser. Bob Gravely was absent.

# Minutes and Agenda

The minutes for the February 15th meeting were reviewed. Carol Lacy moved to approve the minutes. Lori Hasten seconded, and the motion carried.

# Old Business:

## SERVICE STATISTICS AND REPORTS:

*All statistics listed are for February 2023 and are reported by Zach Moser unless otherwise stated.*

### Communicable Disease

* + **COVID19 -** 16 reported cases.
  + **Lead** – 34 cases
  + **Sexually transmitted infections –** 21 screenings
  + **Influenza –** 37
  + **Animal bites –**2

### Environmental – Roma Jones

* + - 11 total inspections, 0 recalls, 4 sewer complaints and 10 environmental questions answered during the month.
    - A townhall meeting/informational session is being planned for information and questions about the new regulations.

### Maternal-Child Health

* + - Carseats Distributed – 0
    - Cribs Distributed – 0
    - CPR Courses – 1
    - Childcare Health Consultations – 2
    - Show-Me Healthy Women – 1
    - Title X -27
    - Presumptive Eligibility (Temporary Medicaid) – 5
    - WIC Appointments - 320

### Community-Specific Services Summary

* + - All appointments other than WIC – 483
    - All Nurse Practitioner Appointments – 169
    - All Treatment Court Visits – 85
    - All Lab Appointments – 200
    - All Immunization Appointments – 29

Nurse Practitioner Service Detail

* Show- Me Healthy Women – 0
* Family Planning – 3
* Well-Child – 75
* Online Appointments (self-scheduled visits not otherwise classified) – 9
* Other well-woman exam – 0
* Other Physicals – 6
* SEMO Physicals -23
* Other Visits – 9
* Acute Illnesses - 114

Laboratory Detail

* + - Lab Draws: 219 individual patients.
    - Rapid Tests (COVID, Flu, RSV, Strep: 19 appointments.
    - Pregnancy Tests - 2
    - Lead – 2 Lead tests

### Immunizations

* + - 7 COVID-19 vaccine doses were administered.
    - Influenza vaccine: 2 doses administered.
    - 76 Other vaccines were given, including the new RSV vaccine and new formulations of pneumonia vaccine.

### Administrator Report – Zach Moser

* + - **Statistics Note –** Zach pointed out that February is a short month normally, plus there are two holidays when DCHC is closed. This should be kept in mind when reviewing statistics.
    - **Delayed Payments –** DHSS paid two months of WIC in February.
    - **Grant News –** Adult Immunization grant was awarded for $109,000. A Immunization RN position was posted.
    - **Hepatitis B/C –** Due to a new program at the state level, DCHC will soon begin offering free hepatitis B and C testing. Treatment can also be received through the state in some cases. April Greener has also started treating certain patients with hepatitis C.
    - **Strategic Plan –** Zach reported on the progress on the actions cited in the strategic plan.

## Expenses

DCHC financial reports for February, including the review from H&R block, were reviewed. Current Assets at February 29th were $1,110,566.58. Total assets were $1,747,283.28, total liabilities were $183,972.03, and equity was $1,563,311.25. Revenue for February was $119,874.83, expenses were $97,404.57 for net operating revenue of $22,470.26. After other revenue and expenses, net revenue was $18,538.09.

Lori Hasten moved to approve the financial reports, and the report from H&R Block. Dennis Floyd seconded. Motion carried.

# New Business:

* **Capital Purchases** 
  + **Respiratory Testing Analyzer –** Quotes for GeneXpert and Biofire Spotfire were presented. Carol Lacy moved to approve the purchase of the Biofire Spotfire for $34,482.76 and adjust the capital budget accordingly. Dennis Floyd seconded and the motion carried.
  + **Chlamydia/Gonorrhea Rapid Testing –** Quote was presented for a Binx IO analyzer from McKesson. This is a single-source item. Lori Hasten moved to approve the purchase of the Binx IO for $11,500 from McKesson and to adjust the capital budget accordingly. Carol Lacy seconded and the motion carried.
  + **Autoclave –** Two quote were presented for a countertop autoclave device. Dennis Floyd moved to approve the purchase of the automatic door autoclave for $8,039.56 and adjust the capital budget accordingly. Carol Lacy seconded and the motion carried.
* **Personnel Manual** – Zach presented the personnel manual which was being revised as a part of the strategic plan and previously discussed needs. The changes were discussed line by line. Dennis Floyd moved to approve the content changes. Carol Lacy seconded and the motion carried.
* **Annual Report** – Zach Presented the 2023 annual report. Lori Hasten moved to accept the report. Dennis Floyd seconded an the motion carried.
* **Disposal of assets** – Zach requested permission to dispose of some assets which were non-inventory assets. A Xerox copier and a medical freezer, as well as surplus balance ball chairs. Zach will make some effort to sell the assets but asked that if they can’t be sold they be scrapped. Carol Lacy moved to approve the disposal of the assets. Dennis Floyd seconded and the motion carried.

# Closed Session

No Closed Session was held.

# Next Meeting and Adjournment

The next regular board meeting date was set for Thursday, April 18th, 2024 @ 5:00 p.m.

With no further business Dennis Floyd moved to adjourn the meeting at 6:30 p.m. This was seconded by Lori Hasten and all were in favor. Meeting adjourned.

Recorded by:

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Zachary Moser, Administrator Bob Parsons, Chairman