Taney County Health Department
Board of Trustees Regular Meeting
320 Rinehart Road, Branson, Missouri
August 27, 2026
2:30 PM

ATTENDANCE: Heather Lyons-Burney, PharmD, Chair
Jean Mueller, Vice-Chair (absent)
Laurie Hayes, Secretary/Treasurer
Mike Dawson, EdD, Member
Brian Williams, MD, Member

EX-OFFICIO: Lisa Marshall, Director
Tiffany Stevens, Health Operations Manager
Erica Craig, Clinical Manager
Tammy Drake, WIC Manager
Kayla Klein, Community Outreach Manager
Erica Logsdon, Environmental Health Manager
Rick White, Operations Coordinator
Gracie Blair, Finance Officer
Jeffrey Cary, Executive Assistant
Lindsay Lawver, Executive Assistant

In Person Meeting

Call to Order
Chair, Dr. Heather Lyons-Burney, called the regular meeting of the Board of Trustees to order at 2:30 p.m. at the Taney County Health Department, Branson location.

Public Comment
Chair, Dr. Heather Lyons-Burney, opened the floor for public comment regarding the setting of the tax levy at 2:30 p.m.

Hearing no comments, Chair, Dr. Heather Lyons-Burney, closed the public comment session of the meeting at 2:31 p.m.

Approval of Agenda
Motion to approve agenda as presented by Laurie Hayes and seconded by Dr. Mike Dawson. There was no discussion. The motion passed unanimously.

Guests: There were no guests in attendance.

Review of Minutes from July 2026
Motion to approve minutes for July 23, 2026 by Laurie Hayes and seconded by Dr. Mike Dawson. There was no discussion. The motion passed unanimously.

Review of Financial Report by Gracie Blair

Finance Officer, Gracie Blair, presented a summary of the financial report from July 31, 2026:

- MTD revenues are $62,317.47 more than budgeted.
    - Finance Officer, Gracie Blair, attributed this to the invoicing of several contracts for a combined total of $49,375.31.
- MTD expenditures are $68,192.71 less than budgeted.
    - Finance Officer, Gracie Blair, attributed this to salaries being under budget by $69,065.60 for the month and for other employee expenses (including FICA taxes and retirement expenses) being under budget by $15,167.85 for the month.
- YTD revenues are $117,414.38 more than budgeted.
- YTD expenditure are $128,472.38 less than budgeted.

Finance Officer, Gracie Blair, shared that the department received $81,775.67 in reimbursement from the invoicing of contracts and grants. The department also received $13,200.00 from the sale of the two vehicles that were declared as surplus and $65,525.00 from the sale of the old Forsyth office location.

Finance Officer, Gracie Blair, shared the details of the journal entries that were made, including to record the sale of the department's old Forsyth office location on July 10th, to record the sale of two of the department's Ford Focuses, to clear an outstanding balance on a credit card, to correct payroll liability accounts, and to record accrued payroll and interest.

Motion to approve the financial report from July 2026 by Laurie Hayes and seconded by Dr. Mike Dawson. There was no further discussion. The motion passed unanimously.

Disbursements Review: A list of disbursements from July 2026 was emailed to members of the board prior to the meeting.

Director's Report by Lisa Marshall

Facility Updates: Director, Lisa Marshall, and Operations Coordinator, Rick White, provided the facilities update. The demolition portion of the renovation of the department's new office space in Forsyth has concluded. The new walls have been framed, allowing staff to visualize the layout. The base work for both electricity and plumbing has been completed. There have only been a few necessary modifications to the proposed layout, including the swapping of a toilet and sink placement and the shifting of cabinetry in an office that would have blocked the window. An inspection of the work will be performed tomorrow.

Rural Health Transformation Project Updates: Director, Lisa Marshall, provided the Rural Health Transformation Project update. A voting board for Hub 10 has been established and drafting of governing documentation, including bylaws, has begun. Director, Lisa Marshall, shared that the meetings have had good turnout and participation among members. Director, Lisa Marshall, and Community Outreach Manager, Kayla Klein, will be attending a training in Joplin tomorrow with a couple other members from Hub 10. Additionally, the department will host 1 of the 6 care navigators.

Building Communities for Better Health Grant Update: Community Outreach Manager, Kayla Klein, provided the Building Communities for Better Health Grant (BCBH) update. In facilitation with the Ozarks Public Health Institute, the department recently hosted two focus groups: one at Bridge of Faith Community Church and one at the Branson Boys and Girls Club. There was a total of 18 participants between both sessions. Additionally, the department has recently posted a survey for Taney County residents inquiring about the community's perception of chronic disease-related issues, including substance misuse and access to chronic disease management services. The survey is active until

September 4th, and the department has already received 388 responses with 20 zip codes represented. The information gathered from the focus groups and survey will inform the development of the Chronic Disease Prevention Plan.

Dr. Brian Willliams inquired about the posting location of the survey. The survey is available on the department's website and social media. Additionally, local community partners have requested paper copies to distribute.

Dr. Brian Williams inquired about the process of being selected as a participant in the focus groups. The department advertised the focus groups via the creation of a flyer that it distributed to several of its local community partners. The flyer contained a QR code that routed interested individuals to a registration form that was developed by the Ozarks Public Health Institute.

DHSS 26-27 Incentive Funding: Director, Lisa Marshall, shared about the DHSS 26-27 Incentive Funding. This funding incentivizes local public health departments to seek accreditation either at the state level and/or at the national level. Director, Lisa Marshall, shared that the criterion to receive this funding has shifted, specifically that there will be two levels of funding. There will be a base funding that will not require the completion of deliverables. The second level of funding includes a completion activity and a competitive activity. Director, Lisa Marshall, shared that the department will pursue the base funding and likely the funding that involves the task completion, as the department often shares resources with other local health departments.

MODHSS New Website: Director, Lisa Marshall, informed the board that the Missouri Department of Health and Senior Services recently launched their new website and displayed it for the board. Director, Lisa Marshall, informed the board that the department has updated its website with current links to the new website.

Staffing Updates: Health Operations Manager, Tiffany Stevens, provided the staffing update. The department is currently in the process of interviewing for several positions, including a WIC nutritionist, a WIC coordinator, and a rural health transformation program hub program coordinator. Additionally, the department will begin interviewing for an environmental public health specialist position in the near future, and Health Operations Manager, Tiffany Stevens, informed the board that the department currently has 2 vacant environmental public health specialist positions, as an employee recently resigned. The department will also be posting the rural health transformation project navigator tomorrow, if the board approves the addition to the existing staffing plan, and the department will also be posting a clinical public health nursing position soon after receiving a resignation.

Unfinished Business

There was no unfinished business.

New Business

Remote Work Policy: Director, Lisa Marshall, presented the department's newly written policy regarding remote work to the board with the comment that the creation of the policy was inspired by feedback received from current staff and from applicants during the interviewing process. Health Operations Manager, Tiffany Stevens, detailed some specifics of the policy, including that certain positions will be allowed to work remotely one day a week and that other positions, particularly client-facing positions, will be allowed to work remotely one day each quarter.

The board praised the consideration of all staff.

Motion to approve the Remote Work Policy as presented by Laurie Hayes and seconded by Dr. Mike Dawson. There was no further discussion. The motion passed unanimously.

Vaccine Refrigerator Quote: Director, Lisa Marshall, informed the board that the department's current vaccine refrigerator is nearing the end of its lifespan and that the department is consequently researching more energy efficient models. This agenda item will be included as unfinished business on next month's meeting agenda, and the department will present at least three different options to the board. The purchase of a new vaccine refrigerator was included on this year's capital expenditure list.

Staffing Plan Update: Director, Lisa Marshall, presented the updated Staffing Plan to the board, specifically the addition of the rural health transformation project navigator position. This position will be grant funded, and the funding stream for staffing is separate from the funding for the completion of projects to meet the deliverables. The position will report to the rural health transformation program hub program coordinator.

Motion to approve the updated Staffing Plan as presented by Laurie Hayes, seconded by Dr. Brian Williams, and thirded by Dr. Mike Dawson. There was no further discussion. The motion carried unanimously.

Assessed Valuation: Director, Lisa Marshall, presented the department's assessed valuation numbers received from the County Clerk's office to the board and shared that the department will receive the same amount as last year.

Motion to accept the assessed valuation and to set the tax levy at .1383 by Laurie Hayes and seconded by Dr. Mike Dawson. There was no further discussion. The motion passed unanimously.

Board of Trustees Comments

Secretary/Treasurer, Laurie Hayes, shared about a legislative priority of the Branson Area Lodging Association for department awareness.

Division Reports

Team Reports: Reports from division managers were emailed to members of the board prior to the meeting.

Performance Management: Performance management reports were emailed to members of the board prior to the meeting.

Announcements

Next board meeting is September 24, 2026 at 2:30 p.m. Secretary/Treasurer, Laurie Hayes, informed the board and the department that she will be unable to attend the next meeting.

Director, Lisa Marshall, announced that the department will be hosting a retirement celebration for WIC Manager, Tammy Drake, tomorrow and invited the members of the board to attend.

Adjourn

Motion to adjourn at 3:23 p.m. by Laurie Hayes and seconded by Dr. Brian Williams. The motion carried unanimously.

Minutes prepared by Lindsay Lawver, Executive Assistant/Environmental Billing Specialist