



Department Source: Public Health and Human Services

To: City Council

From: City Manager & Staff

Council Meeting Date: October 2, 2017

Re: Missouri Department of Health and Senior Services Vital Records (Birth and Death Certificate Issuance) Memorandum of Understanding

Executive Summary

An ordinance authorizing the City Manager to sign a Memorandum of Understanding between the City of Columbia and the Missouri Department of Health and Senior Services related to the issuance of vital records (birth and death certificates) and the associated information technology activities. The MOU will be effective for the period of September 1, 2017 through August 31, 2018.

Discussion

This bill will authorize the City Manager to sign a Memorandum of Understanding with the Missouri Department of Health and Senior Services for issuance of computerized birth and death certificates by the Columbia/Boone County Department of Public Health and Human Services.

The City retains the \$15.00 fee for each copy of a computerized birth certificate and the \$13.00 fee for the first copy of each computerized death certificate (\$10.00 for each additional copy requested at the same time) less approximately \$1.46 per transaction. Estimated revenue for FY18 is \$201,000. The monthly transaction fee paid to the state for this program averaged \$1,040 for FY16.

This program allows local health departments to issue on-the-spot birth and death certificates. This is a considerable improvement over the prior system which required persons needing such documents to fill out a form and mail it to the State Health Department along with the fee. The process often took several weeks. Area residents continue to be pleased with the quick response from this service.

Fiscal Impact

Short-Term Impact: None. Revenues and expenditures were anticipated as part of the FY18 budget process. No appropriation is necessary.

Long-Term Impact: None.



Strategic & Comprehensive Plan Impacts

[Strategic Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

[Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
Annual	The Vital Records program has been in place since 1996.

Suggested Council Action

Should the Council agree with staff recommendations, an affirmative vote is in order.