



701 East Broadway, Columbia, Missouri 65201

Council Memo

Department Source: Public Health and Human Services

To: City Council

From: City Manager & Staff

Council Meeting Date: August 3, 2026

Re: Missouri Department of Health and Senior Services State Vital Records Memorandum of Understanding

Impacted Ward: Citywide

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 (DHSS) to facilitate access to the Missouri State Data Center for the issuance of birth and death certificates. This MOU will be effective for the period of September 1, 2026 through August 31, 2027.

Discussion

This authorizes 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. This program allows local health departments to issue on-the-spot birth and death certificates.

Currently there is a \$15.00 fee for each certified birth certificate and a \$14.00 fee for the first certified death certificate (\$11.00 for each additional death certificate requested at the same time) at a rate of \$0.305 per transaction fee. The estimated revenue for FY27 is \$248,000.

Fiscal Impact

Short-Term Impact: None. Revenues and expenditures were anticipated as part of the FY27 budget. No appropriation is necessary.

Long-Term Impact: None

Strategic & Comprehensive Plan Impact

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
12/1/25	B306-25 Authorizing a memorandum of understanding with the Missouri Department of Health and Senior Services for the issuance of birth and death certificates and associated information technology activities. https://gocolumbiamo.legistar.com/View.ashx?M=F&ID=14997283&GUID=5760B42F-4E40-4CAF-AFFC-C27380C4F249
10/7/24	B233-24 Authorizing a memorandum of understanding with the Missouri Department of Health and Senior Services for the issuance of birth and death certificates and associated information technology activities. https://gocolumbiamo.legistar1.com/gocolumbiamo/attachments/8d3f73f2-b97e-4030-9824-3d8784a68262.pdf
11/6/23	B258-23 Authorizing a memorandum of understanding with the Missouri Department of Health and Senior Services for the issuance of birth and death certificates and associated information technology activities. https://gocolumbiamo.legistar.com/View.ashx?M=F&ID=12424717&GUID=AF9DB37C-FB62-41BD-9294-5637BA68C7B6
10/3/22	B276-22 Authorizing a memorandum of understanding with the Missouri Department of Health and Senior Services for the issuance of birth and death certificates and associated information technology activities. https://gocolumbiamo.legistar.com/View.ashx?M=F&ID=11284465&GUID=604AEF4C-18C3-43CC-9380-88E043515426
10/4/21	B310-21 Authorizing a memorandum of understanding with the Missouri Department of Health and Senior Services for the issuance of birth and death certificates and associated information technology activities. https://gocolumbiamo.legistar.com/View.ashx?M=F&ID=9866972&GUID=561266CD-E325-4F3F-B4A4-3659BE9CFB95
	This program has been in place since 1996.

Suggested Council Action

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