

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

October 20, 2016

Board Members in Attendance:

Larry Cerny, Janet Henning, Judy Henning, John Hill, Dr. Bruce Kennedy, Mark Schoenrock, Dr. Jenna Cook, Jeremy Christiansen,

Board Members Present via Telephone:

Trudy Clark

Board Members Absent:

Linda Ament, Dave Bruning, Paul Utemark

Staff Members in Attendance:

Jane Ford Witthoff, Health Director; Sonya Williamson; Fiscal Administration; Jenik Davis, Administrative Assistant, Laura Wooters, Program Manager – Healthy Families America

Guest:

Senator Roy Baker, District 30

Call to Order:

The meeting was called to order at 8:35am by Larry Cerny. (Attendees appear above).

Notice of the meeting was given in advance thereof by posting required by law. It was stated a copy of the Open Meetings Act is posted in the meeting room, which is accessible to members of the public.

Approval of Agenda:

The agenda was reviewed.

Mark Schoenrock moved to accept the agenda, seconded by Judy Henning. All voted aye, motion #1 carried.

Approval of Minutes:

Meeting minutes from August 18th were emailed before the meeting and distributed at the onset of the meeting.

Jeremy Christiansen moved to accept the minutes, seconded by Judy Henning. All voted aye, motion #2 carried.

Financial Report:

Financial reports through September 2016 were emailed to all board members prior to the meeting. Sonya Williamson gave a summary of the financial reports. It was noted that the reports reflect the large purchases of vaccine for the flu immunization program. In addition, the members were reminded that this is the month during which billings will occur for the Flu immunization program and more important for the dental preventive health services we are providing in the schools. Based on the returns we will need to determine at what level we may continue to provide dental preventive services in the schools.

Janet Henning moved to approve the financial report, seconded by Mark Schoenrock. All vote aye, motion #3 carried.

Guest Speaker, Senator Ray Baker arrived and had an open floor conversation with the attendees (listed above). General topics and questions about which the Senator spoke were the following: the importance of school services, the lack of state funding for DHHS, the severe problems with access to behavioral health services, the projected State revenue shortfalls, the need for additional funding for local health departments, the challenges of siting livestock confinement facilities, the status of Beatrice Developmental Center, and the PHS Board of Health priorities. Behavioral health concerns were very much of concern to all present. The Director called the Senator's attention to the innovative behavioral health program being conducted by Fillmore County Hospital.

Directors Report:

Jane gave a brief summary of Department activities and concerns: In an effort to reduce expenditures in light of the PHS budget shortfall, the PHS Medical Reserve Corps was decommissioned and is being merged with the Southeast Medical Reserve Corps, all media contracts have been terminated, conference travel is restricted and memberships are being scrutinized. Revenues are being carefully monitored in light of expenses and vacant positions are not being filled.

She stated that there are pending grant requests for radon, battery recycling, and recycling awareness and promotion.

She referenced the report of staff activities noting that they have been extremely busy. She stated we are losing Alejandro Gomez, who has been with us almost three years. He is going on to a more responsible position with more opportunities. Because members had questions about Rooted in Relationships, Caitlin Moore was asked to provide a brief program summary to the Board.

Annual Report: Release

A copy of the two page summary of the State required annual report was provided to the Board. The actual report that they required was 27 pages long. The summary was provided by Jenik Davis. The Board of Health is planned to be in a similar format to last year but not quite as long.

Grants & Contracts: Acceptance

An oral summary was provided regarding grants and contracts that have been awarded. These include the Accreditation Grant from NACCHO for \$15,000, the Americorp Planning grant for \$27,000 and the Immunization sub-grant from the state for \$30,000. Each of these has been awarded but cannot be spent pending Board of Health acceptance. The Board was advised that we are still actively searching for grant opportunities to support department priorities. A motion was made for the acceptance of the awarded funds and continuing the search.

Judy Henning moved to accept the grants/contracts, seconded by Janet Henning. All vote aye, motion #4 carried.

Policies for Review: Approval

Three policies were provided for Board of Health review and approval. The first two policies are those previously reviewed and approved by the Board. The Personnel Policies include two major revisions. 1. The addition of Veterans Day as a holiday and 2. Changes to incorporate the new wage and hour rules. The Board was advised that the staff would like the holidays given to the State and Counties. This information was provided. The revisions proposed only includes one addition, Veteran's Day. To the question regarding compensatory time, Jane indicated that there are no provisions for compensatory time because of previous action by the Board.

The fiscal policies are essentially unchanged except for minor wording suggested by the auditors.

Minutes of PHS Board of Health Meeting

The Policy on Services and Charges as well as the new Wish List are new. The services and charges are generally set at cost plus. The CPR/AED training are directed for those organizations and efforts operating on more restricted funds and/or those whose training would support Department priorities.

- Personnel Policies & Procedures (*Veteran's Day added to PTO holidays*)
- Fiscal Policies & Procedures
- Department Services – Charges & Fees

Janet Henning moved to approve the policies as presented, seconded by Mark Schoenrock. All vote aye, motion #5 carried.

Open Forum

The Board was asked if they are particular programs or issues that should be discussed at upcoming meetings. Judy Henning suggested that programs or issues of concern be addressed in any one month. Given the concern about behavioral health, it was suggested that Fillmore County Hospital's behavioral health program would be a good topic.

The plans for the December Board meeting were discussed. It had been agreed that Hospital Administrators would be invited. Because the regularly scheduled date would occur during the NACO convention, the meeting date was changed to Thursday, December 8, 2016. Mark Schoenrock suggested that if the results would be ready from the Community Health Needs Survey, it would be great to provide them at the meeting.

The next Board of Health Meeting is Thursday, December 8, 2016 at 8:30 a.m. in Crete, NE.

Being no further business the meeting was declared adjourned at 10:12am.

Minutes prepared by Jenik Davis