



Public Health
Solutions

District Health Department
995 East Highway 33 Suite 1
Crete, NE 68333
402-826-3880 or
1-844-830-0813
www.phsneb.org

**Public Health Solutions
Board of Health Annual Meeting
AGENDA
January 16, 2020
8:30 a.m.
PHS Conference Room**

1. Roll Call
2. Agenda for **Approval**
3. Minutes from Previous Meeting for **Approval**
4. Financial Reports for **Acceptance**
5. Grant and Contracts for **Acceptance**
6. Election of Officers
7. Program Report: Jill Kuzelka
8. Director's Report
9. Open Forum
10. Next Meeting: 03/19/2020
11. Adjourn

Meetings are conducted in accord with the Open Meetings Act. Public Notice of the meeting is published in newspapers within the Counties of Fillmore, Gage, Jefferson, Saline and Thayer. The Agenda is posed at least 10 days in advance at the Public Health Solutions office where it is kept continually current. The Board may go into executive session at any time as permitted in the Open Meetings Act.

Prevent. Promote. Protect.

Serving Fillmore, Gage, Jefferson, Saline and Thayer Counties

**PUBLIC HEALTH SOLUTIONS
District Health Department**

Board of Health

January 16, 2020

Board Members in Attendance:

Mark Schoenrock	Judy Henning	John Hill	Stephanie Knight
Christy Lucking	Larry Cerny	Dave Bruning	
Dr. Bruce Kennedy	Dave Norton	Dr. Josue Gutierrez	

Board Members Absent:

Janet Henning, Tim Pickering

Staff Members in Attendance:

Kim Buser, Director; Sonya Williamson, Fiscal Administration; Debra L. Wendelin, Office Coordinator, Jill Kuzelka, VetSet/Prevention/Falls; Chelsea Muckey, Dental/Administrative Support Specialist/SKIP Flu and Areal Health Education Centers (AHEC) Support Staff; Cathy Dillon, AHEC Coordinator

Visitors:

Adam Zobel

Call to Order:

The meeting was called to order at 8:30 a.m. by President Larry Cerny. Notice of the meeting was given in advance thereof by posting required by law.

Approval of Agenda:

Meeting agenda was reviewed. No changes were noted in the agenda previously emailed to Board of Health (BOH) members. Motion to approve the agenda by Mark Schoenrock, seconded by Stephanie Knight. All ayes, motion #1 carried.

Approval of Minutes:

Previous meeting minutes were emailed before the meeting. Motion to approve the minutes by Judy Henning, seconded by Christy Lucking. All ayes, motion #2 carried.

Financial Reports: Acceptance

Sonya Williamson presented on the Financial Reports. One thing to note is we are over on meal expense and under on meeting workshops. Depending on how program managers set up their budget more funds are generally allocated to meal expense and then is offset from their meeting workshop allowance.

With School Kids Immunization Program (SKIP) complete for this year, there will be no future expenses to the vaccine expense. We do have vaccine to send back to pharmacies once we get the okay to do so.

As far as checks, all contract nurses have been paid.

Insurance policy premiums will be coming due in February. Membership dues will be coming after that.

Motion to approve the financial reports by Stephanie Knight, seconded by Mark Schoenrock. All ayes, motion #3 carried.

NPAIT vs. NFIT:

The Nebraska Public Agency Investment Trust (**NPAIT**) is a collective effort by participating Nebraska eligible public bodies to jointly invest their temporary, surplus funds through a safe, efficient investment program.

The Nebraska Federal Investment Trust (**NFIT**), a program by Union Bank & Trust, is designed just for Nebraska public agencies, keeping Nebraska funds in Nebraska.

Minutes of PHSDHD Board of Health Meeting

Public Health Solutions houses its main checking account at Union Bank & Trust with a second account that is a "sweep" account that automatically transfers amounts that exceed, or fall short of, a certain level into a higher interest earning investment option at the close of each business day.

With minimal notice at the end of November, Public Health Solutions (PHS) received notice from NPAIT that they will no longer contract their services with Union Bank & Trust and that our NPAIT account was being moved out of state. NPAIT has been very vague when asked why they made this decision. Surprisingly, even with such short notice, the transition was smooth. One feature we lost in the transition was the automatic sweep of funds which Sonya now has to monitor manually.

Union Bank & Trust, in a position to bring these funds back to them (Nebraska), is now previewing NFIT. Both NPAIT and NFIT provide Federal Deposit Insurance Corporation (FDIC) insurance to \$250,000 and provide daily interest accrual on your funds.

Kim turned to BOH members to voice their thoughts on whether we should stay with NPAIT or move our funds to NFIT. After discussion it was decided that Kim should make an official inquiry to NPAIT to find out why they discontinued their contract with Union Bank & Trust. Further discussion was tabled until the next regular BOH meeting in March at which Kim will report her findings.

Executive Session:

Kim requested the BOH go into Executive Session. Motion to go into Executive Session by Mark Schoenrock, seconded by Stephanie Knight. All ayes, motion #4 carried.

At 9:17 a.m. the BOH came out of Executive Session. Motion to close the Executive Session by Dr. Bruce Kennedy, seconded by Judy Henning. All ayes, motion #5 carried.

Election of Officers:

No change will be made in BOH officer positions. Current BOH officers are:

Larry Cerny – President

Dr. Josue Gutierrez – Vice President

Mark Schoenrock – Secretary/Treasurer

Motion to maintain current BOH officer positions by Dave Bruning, seconded by John Hill. All ayes, motion #6 carried.

Mark stressed how much he appreciates Kim communicating with BOH members through her Friday updates and emails.

Grants and Contracts - Acceptance

Grants:

\$13,500 – Making Connections grant

\$ 4,000 – Mental Health Awareness Training (MHAT) – focus on Veterans

\$ 3,000 - Radon grant to purchase at-home radon test kits

\$ 5,360 – Second half of West Nile Virus (WNV) grant

We have not heard back on the \$100,000 HRSA grant. If funded, the Healthy Families Gage & Jefferson (HFGJ) grant application will double that program's budget.

Motion to approve grants and contracts by Dave Norton, seconded by Dr. Bruce Kennedy. All ayes, motion #7 carried.

New Staff Introductions:

Chelsea Muckey – SKIP, Dental, and AHEC support staff-encouraging young people to enter careers in health.

Cathy Dillon – AHEC Coordinator

Program Report: Jill Kuzelka

VetSet, Prevention, Falls

Minutes of PHSDHD Board of Health Meeting

Directors Report:

Legislative bill LB1018 (appropriate funds for local public health departments) was introduced by Senator Vargis during yesterday's legislative session.

The Op-Ed article that was signed by Dr. Josue Gutierrez ran in the Omaha World Herald this past Sunday. Dr. Gutierrez, along with Dr. Robert Butz, Board Secretary for Two Rivers Public Health Department, Chris Rodgers, Douglas President of the Douglas County Board of Health, and Marie Parker, RN, President of the Panhandle Public Health District Board, were supporting signatures of the "Midlands Voices: Public Health in Nebraska is well worth the investment". The letter was written by the Friends of Public Health and detailed the important work being done by public health in Nebraska and the critical need for additional funding. The next step for our department will be to tweak the article to fit our priorities, have the BOH sign, and send out to media contacts in our area. Kim will email out the article to BOH members.

The group that wrote the Minority Health grant for our district has been awarded funding so we will see how this looks for our department.

Annual Performance Evaluations will be starting soon. Each employee will complete a self-evaluation. Supervisors will complete their staff evaluations. Supervisors will meet with their staff to discuss evaluations and set goals. Kim would like the BOH to determine what the merit raise cap will be this year and then vote on it at the March 2020 BOH meeting. Last year the merit raise cap was voted in at 3-5%.

Open Forum:

Judy Henning shared she had noticed that Geneva's walking/bike project, "Geneva in Motion", is the same byline being used by the City of Crete. Is this going to be a problem? Kim will mention Judy's concern to Jen.

Dr. Bruce Kennedy was pleased to see that PHS was actively involved in getting children to the UNMC Dental Day in Lincoln on Friday, March 6, 2020. Chelsea shared with the BOH that she has approximately 30-40 Dental Day packets in the mail, screening is already set up to be held at PHS on Friday, February 7, 2020, and transportation to the event has been secured with Saline County Area Transit (SCAT). Dr. Kennedy has offered his assistance, if needed, with screening at our department. Dr. Kennedy mentioned that Clinic with a Heart has dental screening every Tuesday evening on a first come, first serve basis with an extraction only clinic on Wednesday evenings.

Mark Schoenrock invited BOH members to a meeting to be held at the Jefferson County Courthouse with guest speaker, Dannette Smith, CEO of the Nebraska Department of Health & Human Services (DHHS), after the Legislative session is adjourned in April 2020. Other invited groups to the meeting are Blue Valley Community Action (BVCA), Blue Rivers Area Agency on Aging (BRAAA), Jefferson County Division, all school systems in the area, and all adjoining County Boards. The purpose of the meeting is to share with Ms. Smith the priorities and challenges in rural areas with entities that interact with DHHS. Mark will send out an email when a date/time have been confirmed.

Mark Schoenrock, who serves as Chairman of the Board for BRAAA, communicated to the BOH that BRAAA begins the interview process tomorrow to fill the vacancy left by Zoe Olson, Executive Director of BRAAA. The Review Board is scheduled to recommend their selection to the full board on January 27, 2020.

The next Board of Health Meeting is Thursday, March 19, 2020 at 8:30 a.m. in Crete, NE.

Being no further business the meeting was declared adjourned.

Debra L. Wendelin
Office Coordinator

PUBLIC HEALTH SOLUTIONS

Board Members Roll Call & Roll Call Votes

Meeting Date: 01-16-2020

Board Members		MOTIONS																			
		Roll Call		1		2		3		4		5		6		7		8		9	
		Present	Absent	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay
Bruning, Dave	X		X		X		X		X		X		X		X						
Cerny, Larry	X		X		X		X		X		X		X		X						
Gutierrez, Dr. Josue	X		X		X		X		X		X		X		X						
Henning, Janet		X																			
Henning, Judy	X		X		X		X		X		X		X		X						
Hill, John	X		X		X		X		X		X		X		X						
Kennedy, Dr. Bruce	X		X		X		X		X		X		X		X						
Knight, Stephanie	X		X		X		X		X		X		X		X						
Lucking, Christy	X		X		X		X		X		X		X		X						
Norton, Dave	X		X		X		X		X		X		X		X						
Pickering, Timothy		X																			
Schoenrock, Mark	X		X		X		X		X		X		X		X						
Totals	10	2	10	0	10	0	10	0	10	0	10	0	10	0	10	0					