



**PUBLIC HEALTH SOLUTIONS
BOARD OF HEALTH
AGENDA**

1:30 p.m.

Thursday, July 26, 2018
Public Health Solutions
Crete, NE

1. Agenda for **Approval**
2. Minutes from previous meeting for **Approval**
3. Financial Reports for **Acceptance**
4. Grants and Contracts for **Acceptance**
5. BOH Bylaws for **Discussion**
6. Election of Secretary/Treasurer Position-for **Action**
7. FY 2018-2019 Budget for **Action**
8. Director's **Report**
9. Open Forum
10. Next meeting
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.

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

July 26, 2018

Board Members in Attendance:

Larry Cerny	Dave Bruning	Dr. Josue Gutierrez	Janet Henning
John Hill	Christy Lucking	Stephanie Knight	Mark Schoenrock

Board Members Absent:

Linda Ament	Trudy Clark	Judy Henning	Dr. Bruce Kennedy
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Staff Members in Attendance:

Kim Buser, Director, Megan Garcia, Rooted in Relationships, Sonya Williamson, Fiscal Administration, and Debra L. Wendelin, Executive Assistant/Office Manager.

Call to Order:

The meeting was called to order at 1:30 p.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 and called for a motion to approve. Janet Henning motioned to approve, 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 Mark Schoenrock, seconded by Stephanie Knight. All ayes, motion #2 carried.

Financial Report: Acceptance

Sonya Williamson presented on the Financial Reports. Documents included in BOH packets. Sonya reported no unusual activity for the period. The new computer server in the amount of \$10,000 was paid on May 30, 2018. One large payment was issued to NALHD for CHA work. One grant program ended in the deficit so funds were transferred from the SKIP budget for reimbursement. Auditors are scheduled to complete a general budget review on August 7-8, 2018. Motion to approve the financial reports by Mark Schoenrock, seconded by Janet Henning. All ayes, motion #3 carried.

Budget: Action

The budget was declared open by Board of Health President Larry Cerny.

Budget hearing notice included total actual, estimated and adopted totals. Actual figures were pulled from the 2016-2017 completed audit. Sonya runs a Quick Books estimated budget report until the fiscal audit is complete. The AED and Healthy Pathways grants have dropped off and are not probable for the next year. CATCH and NALHD are working to secure Federal funds. Straight HRSA funds are getting harder to get. Mark Schoenrock has been invited with other local Nebraska county commissioners to travel to Washington, D.C. and will meet with President Trump's advisors on the state of local funding. Mark plans to share how grant funding is diminishing for our local health departments and how do we get those funds back. Kim will provide Mark with a summary sheet on how budget cuts affect public health.

Budget bottom line is projected at a deficit of \$73,000 until October, 2018. The 1422 grant as it now stands will end in September, 2018. A proposal to continue Component One activities (health and education) has been submitted. If funding is not approved, adjustments at PHS will need to be made at that time.

Minutes of PHSDHD Board of Health Meeting

Motion to close the budget hearing by Janet Henning, seconded by Mark Schoenrock. All ayes, motion #5 carried. Motion to accept the budget by Mark Schoenrock, seconded by Dave Bruning. All ayes, motion #6 carried.

Grant and Contracts: Acceptance

The \$34,000 Health Hub contract through the Nebraska Department of Health and Human Services has received a no-cost extension until September 29, 2018. Health Hub activities have been transferred to Sharon Leners. A mutual aid agreement across the region to support emergency response will provide support and sharing of resources. The Rooted in Relationships program received \$22,500 for expansion work in Saline and Jefferson counties. A BT contract is in progress for grant funds in the amount of \$90,000 to support emergency response efforts.

Board of Health Bylaws: Discussion

Discussion will be tabled until the next meeting. Information hasn't been received back from attorney.

Election of Secretary/Treasurer: Action

Mark Schoenrock will assume the position of secretary/treasurer. Motion to take action was called. Motion to approve by Dave Bruning, seconded by Janet Henning. All ayes, motion #4 was carried.

Directors Report:

Kim presented the Leadership Team Work Project Prioritization Update chart representing the time and work that will be going on at PHS over the next 18 months. Priorities listed are the foundational pieces we need to put into place. The Public Health Capacity Survey will be rolled out to members of the Regional Steering Committee based on the ten essential services of public health. PHS staff meets for one hour each Monday after staff meeting to work on the Quality Improvement process. The entire staff completed the QI process on monthly staff reporting and a new reporting template has been designed. PHS computers have been comprised several times in the past two weeks. Kim has authorized the purchase of additional security to support our firewall system. Along those lines we found out that our Wifi is not secured. We will now have a guest password for those wishing to connect. Kim will be writing up descriptive protocols for staff in regards to use of passwords to put into practice. BOH development and orientation will be receiving prioritization. Kim requested BOH feedback on what they would like to see. Stephanie Knight and Christy Lucking would like to see a Public Health 101 training. Mark Schoenrock requested knowing where support funding comes from and who do we serve with those funds and how it looks to us. Discussion supported a section on the PHS website for the BOH to use as a clearinghouse. Kim can send emails to BOH members through this clearinghouse with updates. PHS staff will be working on our strategic plan in January providing insight on where we are going the next three to five years. Kim requested BOH involvement which was met with enthusiasm by Board members who felt it important to be involved in the process from the beginning. BOH are very appreciative of Kim's Friday updates. Mark Schoenrock asked Kim how comfortable she is with current funding and expectations of funding we don't have. Kim overall is comfortable with where we are at. Relationships are being built back that we haven't had in a while. Kim envisions an organizational wide fee for services as a measure for department funding moving away from direct client services. We need to be a resource to the community that people value and support.

Open Forum:

District 32 and 30 Legislative candidates will be invited to the September BOH meeting. This opportunity will provide them with an insight on what public health does in the community. Kim will see what she can get lined up for a possible breakfast meeting.

The next Board of Health Meeting is Thursday, September 20, 2018 at 8:30 a.m. in Crete, NE.

Minutes of PHSDHD Board of Health Meeting

Being no further business the meeting was declared adjourned.

Debra L. Wendelin
Executive Assistant/Office Manager

Minutes of PHSDHD Board of Health Meeting

PUBLIC HEALTH SOLUTIONS

Board Members Roll Call & Roll Call Votes

Meeting Date: July 26, 2018

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
Ament, Linda			X																		
Bruning, Dave		X		X		X		X		X		X		X							
Cerny, Larry		X		X		X		X		X		X		X							
Clark, Trudy			X																		
Gutierrez, Dr. Josue		X		X		X		X		X		X		X							
Henning, Janet		X		X		X		X		X		X		X							
Henning, Judy			X																		
Hill, John		X		X		X		X		X		X		X							
Lucking, Christy		X		X		X		X		X		X		X							
Kennedy, Dr. Bruce			X																		
Knight, Stephanie		X		X		X		X		X		X		X							
Schoenrock, Mark		X		X		X		X		X		X		X							
Totals		8	4	8		8		8		8		8		8							