

Board of Health Minutes

South Heartland District Health Department
Red Cloud Community Center, 142 W 3rd Ave, Red Cloud, NE
November 2, 2022, 8:30am

Topic, Lead Person	Comments/Actions		Roll Call/Vote	
	Staff	Michele Bever, Kelly Derby, Erik Meyer, Jessica Warner		
	Guests	Todd Brown, Mayor of Red Cloud		
	COVID-19 mods: Hand sanitizer and masks available			
<p>Welcome & Call Meeting to Order Board President (Chair)</p>	<p>The November 2022 Board of Health meeting was called to order by Board President, Nanette Shackelford at 8:34am</p> <p>Open Meeting Statement read aloud by Board President, Nanette Shackelford: <i>Prior to this meeting a notice was posted in the newspapers in Adams, Clay, Nuckolls, and Webster counties. Each member of the Board received a copy of the proposed agenda. The agenda for this meeting was kept continuously current and was available for public inspection at South Heartland District Health Department (SHDHD), 606 N Minnesota, Ste 2, Hastings, NE, and on the website. This meeting is being held in open session. A copy of the Nebraska Open Meeting Law has been posted in this meeting room and is available for the public's review.</i></p> <p>A link to the Nebraska Open Meeting Law is posted with Board Agenda on the SHDHD website.</p>			
<p>Determine Quorum</p>	<p>Introductions/Roll Call</p> <p><i>Quorum met</i></p>		Present	<p>Blecha, Kleppinger, McMeen, Nejezchleb, Neumann, Shackelford, Waechter-Mead Murphy (8:51am), Rempe (8:38am)</p>

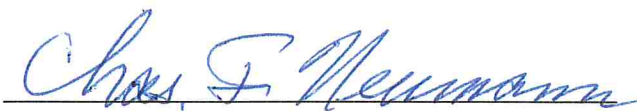
		Absent	Fegler-Daiss, Harrington, Kohmetscher, Shaw, Stichka, Vance
Approve or Amend Agenda	Motion to approve the November 2, 2022 Board meeting Agenda		Ayes: All Nays: None
	Motion	Waechter-Mead	
	Second	Kleppinger	
	<i>Motion Passed (voice vote)</i>		
Approve Minutes	Motion to approve the September 7, 2022 Minutes		Ayes: All Nays: None
	Motion	Nejezchleb	
	Second	McMeen	
	<i>Motion Passed (voice vote)</i>		
Finances K Derby	As of October 28, 2022, cash position of \$493,560, no line of credit necessary. Net gain this period of \$191,626, the result of collection of ~\$300K in outstanding invoices. FEMA stands at \$107K. Budgeted amounts and year over year comparisons more consistent this year as account cleanup has passed a year. IDC at 33% of expenses; a brief analysis shows the increase in Personnel expenses, likely due to the tracking of Surveillance and Performance Measurement activities that have been absorbed previously. Will likely need to negotiate the rate again. Additional outstanding invoices of \$192K.		Ayes: All Nays: None
	Motion to accept the the Financial Report		
	Motion	Blecha	
	Second	Neumann	
	<i>Motion Passed (voice vote)</i>		
Audit Report K Derby	Audit is complete. Exit meeting lasted all of a half hour; there was only one finding (failure to comply with policy) and three recommendations (all the result of past accounting errors corrected this year). As remedy to the finding, the Procurement Policy is being revised to eliminate the inconsistency that contributed to the failure to comply.		Ayes: All Nays: None
	Motion to accept the the Audit Report		
	Motion	Neumann	
	Second	Nejezchleb	
	<i>Motion Passed (voice vote)</i>		

Facility Task Force C Neumann	<p>The department is looking at purchasing the building connected to the department's current building. We need more room. The asking price is roughly \$800K and a sale needs to take place by mid-February of 2023. A comparative analysis commissioned by the department shows that a price per square footage closer to \$120-\$200 is reasonable. We would have \$555,000 from ARPA to help with the purchase.</p> <p>After discussion, an amount starting at \$555K and capped at \$700K was motioned.</p> <p>Motion to approve an amount starting at \$555K and capped at \$700K for purchase of the building at 606 N Minnesota, Ste 1.</p> <p>Motion Facilities Task Force</p> <p>Second Waechter-Mead</p> <p><i>Motion Passed (roll call vote)</i></p>	Ayes: Blecha, Kleppinger, McMeen, Murphy, Nejezchleb, Neumann, Rempe, Shackelford, Waechter-Mead Nays: None
Board Training M Bever	<p>An overview of two more Line of Sight charts was presented regarding staff measurement of Emergency Procedures and Lead Surveillance. As a result of the Lines of Sight, each with performance measures, the department should be able to answer questions regarding progress and what difference we are making.</p> <p>An After Action Report summarizes activities during an emergency response and action items for improvement. Bever shared a progress dashboard for the department's second After Action Report for the COVID-19 emergency. The dashboard shows which action steps the department has already completed, where process improvements are in progress, and what steps have not yet been addressed.</p>	
Staff - Bi-Monthly Report	<p>To augment the written Bi-Monthly Report, two additional staff introduced themselves, noting their roles and key achievements this period. Staff presenting: Erik Meyer (new Emergency Preparedness & Response Coordinator) shared about his first couple of weeks on the job. Jessica Warner (Health Surveillance Coordinator) discussed the department's lead poisoning prevention activities.</p> <p>Motion Kleppinger</p> <p>Second Nejezchleb</p> <p><i>Motion Passed (voice vote)</i></p>	Ayes: All Nays: None
Stretch & Move	Staff and Board mingle.	

<p>Policy Committee S Nejezchleb</p>	<p>In addition to the Procurement Policy in the process of being revised per the audit (see above), a draft Emergency Leadership Succession Plan was submitted by Bever. Both of these will be brought to the January Board Meeting. Additionally a resolution was proposed to set tuition reimbursement amounts per the new Tuition Reimbursement Policy.</p> <p>Motion to accept Resolution #2022-7 stipulating up to \$1500 for undergraduate study and \$2000 for graduate study, for eligible staff per the Tuition Reimbursement Policy.</p> <p>Motion Policy Committee</p> <p>Second Murphy</p> <p><i>Motion Passed (roll call vote)</i></p>	<p>Ayes: Blecha, Kleppinger, McMeen, Murphy, Nejezchleb, Neumann, Rempe, Shackelford, Waechter-Mead Nays: None</p>
<p>COVID/Monkeypox Situational Updates M Bever</p>	<p>Bever on COVID in the district: moderate case rate, community positivity at 21%, waste water indicator in Hastings is low. Outbreaks in a couple of LTC facilities. Bivalent boosters are now available for 5-year-olds. Monkeypox: decreasing worldwide Ebola: NE DHHS has released an updated highly hazardous communicable disease (HHCD) plan and SHDHD will be updating our local plans to align with the that plan. SHDHD is sharing information with other local response partners in readiness for potential cases in our jurisdiction.</p>	
<p>Communications from Director M Bever</p>	<p>ED report included in the packet: Visit from UNMC College of Public Health was educational for staff. Staffing search for Community Health Nurse continues while the ERC position has finally been filled. The Annual Report is being readied for the legislature (SHDHD's section has been submitted). Federal legislation of note: FDA denial of menthol e-cigarette marketing, and GAO's recommendations for addressing management deficiencies regarding to the strategic national stockpile.</p>	
<p>Local Community Leader Red Cloud Mayor, Todd Brown</p>	<p>Todd discussed nuisance issues in Red Cloud and the city's contract with South Central Economic Development District to help clean up nuisance properties. The first quadrant to be evaluated was the one that included his own home. It has been a learning experience. Some are independently cleaning up in response to the first wave of directives. The town has also received grants to help with downtown development, including the replacement of the main street.</p>	

Process for Health Director Evaluation M Bever	The department is doing a 360 review this year for Bever's evaluation. The review is a process available through the UNMC College of Public Health. It includes evaluations from direct reports (supervisees), Board members (bosses), local health department directors (peers) and community leaders. A Leadership Profile Report will be completed for the Board meeting in January and Bever will develop improvement goals from this report and will receive coaching for improvement priorities.	
Communications from Board Members Chair	Nejezchleb reported that her eyes have been opened in her own town as a result of the fires in Nuckolls County last month. Emergency management needs to be beefed up. Wachter-Mead mentioned webinars that others might find interesting. She will share the link with Michele to disseminate. November is National Diabetes Month. The department is doing some special projects to promote diabetes prevention.	
Public Comment	None	
Adjourn	Motion to adjourn Motion Rempe Second McMeen <i>Motion Passed (voice vote)</i> Adjourned 10:52am Next Meeting: January 4, 2023 in x County	Ayes: All Nays: None

Respectfully submitted,



Charles Neumann, Secretary/Treasurer
Board of Health
South Heartland District Health Department



Date