

Board of Health Minutes

South Heartland District Health Department

Brodstone Memorial Hospital, 520 E 10th St, Superior, NE 68978

January 3, 2024, 8:30am

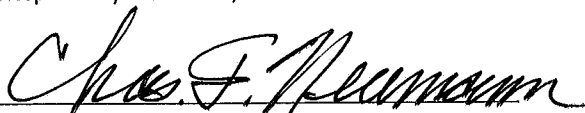
Topic, Lead Person	Comments/Actions		Roll Call/Vote	
	Staff	Michele Bever, Kelly Derby, Sam Coutts		
	Guests	Heather Erickson, Senior Director of Development at Brodstone Memorial Hospital		
	COVID-19 mods: Hand sanitizer and masks available			
Welcome & Call Meeting to Order Board President (Chair)	The January 2024 Board of Health meeting was called to order by Board President, Nanette Shackelford at 8:32am			
	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>			
	A link to the Nebraska Open Meeting Law is posted with Board Agenda on the SHDHD website.			
Determine Quorum	Introductions/Roll Call		Present	Amyot, Harrington, Grove, Jobman, McMeen, Murphy Buschkoetter, Nejezchleb, Neumann (8:35), Oldham, Shackelford, Shaw
	Quorum met		Absent	Kleppinger, Kohmetscher, Stitchka, Vance
Approve or Amend Agenda	Motion to approve the January 1, 2024 Board Meeting Agenda		Ayes: All	
	Motion	Grove		
	Second	Amyot	Nays: None	
	<i>Motion Passed (voice vote)</i>			
Approve Minutes	Motion to approve the November 1, 2023 Minutes		Ayes: All	
	Motion	Shaw		
	Second	Harrington	Nays: None	
	<i>Motion Passed (voice vote)</i>			

<p>Finances K Derby</p>	<p>Half-way through the fiscal year, the department has \$870K in the bank, no debt, one year of depreciation on the new building, and net income of \$200K, says Derby. For the two months ending December 31, 2023, however, the department experienced a net loss of \$100K due to a number of large expenses: the audit, HFA trainings, a new furnace, and a payment on the building remodel. All those large expenses were reflected in the budget, which is right on track budget-to-actual. Indirect costs are holding at 28% of total expenses, which represents a shortfall of IDC coverage for the fiscal-year-to-date of \$105K, which is covered by State Appropriations funds.</p> <p>Motion to accept the Financial Report</p> <table border="1" data-bbox="381 573 1078 638"> <tr> <td>Motion</td> <td>Neumann</td> </tr> <tr> <td>Second</td> <td>Murphy Buschkoetter</td> </tr> </table> <p><i>Motion Passed (voice vote)</i></p>	Motion	Neumann	Second	Murphy Buschkoetter	<p>Ayes: All Nays: None</p>
Motion	Neumann					
Second	Murphy Buschkoetter					
<p>Policy Committee S Nejezchleb</p>	<p>The Policy Committee brought forward the revised Bylaws, tabled from November 2023's board meeting, for approval.</p> <p>The revised Bylaws contained minor corrections to more accurately reflect written communications from the health department and also the provision for the secretary/treasurer to delegate all or part of their duties to the staff.</p> <p>Motion to approve revised Bylaws</p> <table border="1" data-bbox="381 951 1078 982"> <tr> <td>Motion</td> <td>Policy Committee</td> </tr> </table> <p><i>Motion Passed (roll call vote)</i></p>	Motion	Policy Committee	<p>Ayes: Amyot, Harrington, Grove, Jobman, McMeen, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham, Shackelford, Shaw Nays: None</p>		
Motion	Policy Committee					
<p>Policy Committee S Nejezchleb</p>	<p>The Policy Committee brought forward revised policies HR 606, HR 102, & HR 402 for approval.</p> <p>Procurement Policy HR 606 was revised to include an additional section "Contract Purchases within Federal Non-Procurement Transactions" to comply with audit finding/recommendations.</p> <p>HR Policy 102 (Professional Development & Reimbursement) and HR 110 (Tuition Assistance) were combined into a single policy HR 102, renamed as Educational Benefits Policy.</p> <p>Social Events Policy HR 402 was reviewed and determined as not needed.</p> <p>Motion to approve revised policies 606, 102, & 403</p> <table border="1" data-bbox="381 1549 1078 1581"> <tr> <td>Motion</td> <td>Policy Committee</td> </tr> </table> <p><i>Motion Passed (roll call vote)</i></p>	Motion	Policy Committee	<p>Ayes: Amyot, Harrington, Grove, Jobman, McMeen, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham, Shackelford, Shaw Nays: None</p>		
Motion	Policy Committee					
<p>Policy Committee S Nejezchleb</p>	<p>Nanette shared information and timelines for the Board's evaluation of the executive director and requesting Board members complete an evaluation tool (will be sent in email as an on-line link or can be requested as hard copy). Nanette will aggregate results and meet with Michele for her review, then bring a report to the March board meeting.</p>	<p>Informational</p>				
<p>Finance Committee</p>	<p>Resolution #2024-1, brought forward by Nanette Shackelford for</p>	<p>Ayes: Amyot, Harrington, Grove,</p>				

<p>C Neumann, N Shackelford</p>	<p>approval, states that 100% of the health, dental, and vision insurance premiums will be paid for by SHDHD for eligible employees who opt into the employer-funded group health insurance plan, plus 70% of the cost for children/spouse/family as well. Eligible employees that opt-out of the employer-funded group health insurance will receive a taxable cash benefit, with the cash-out halved for new employees hired after the resolution is passed.</p> <p>Motion to approve Resolution #2024-1</p> <p>Motion Finance Committee</p> <p><i>Motion Passed (roll call vote)</i></p>	<p>Jobman, McMeen, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham, Shackelford, Shaw</p> <p>Nays: None</p>
<p>Finance Committee C Neumann, N Shackelford</p>	<p>Resolution #2024-2, brought forward by Nanette Shackelford for board approval, states that Janis Johnson, RNBSN, SHDHD's Standards and Performance Manager, has demonstrated a long-standing commitment to the Department, serving also as interim Immunization Services Coordinator and Immunization Clinic Manager since July 2022, and will be given the opportunity to perform services in exchange for a 2-part bonus payment when outlined conditions are met.</p> <p>Motion to approve Resolution #2024-2</p> <p>Motion Finance Committee</p> <p><i>Motion Passed (roll call vote)</i></p>	<p>Ayes: Amyot, Harrington, Grove, Jobman, McMeen, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham, Shackelford, Shaw</p> <p>Nays: None</p>
<p>Staff Bi-Monthly Report M Bever</p>	<p>Bever provided highlights from the bi-monthly report, including activities under the 10 essential services and departmental successes.</p> <p>Motion to accept the Bi-Monthly Report</p> <p>Motion Nejezchleb</p> <p>Second Harrington</p> <p><i>Motion Passed (voice vote)</i></p>	<p>Ayes: All</p> <p>Nays: None</p>
<p>Board Training M Bever</p>	<p>Health Literacy Highlights. Bever shared 2 health literacy tools and updated the board on Health Literacy procedures and SHDHD's renewed Health Literacy Champion status.</p>	<p>Informational</p>
<p>Communications from Director M Bever</p>	<p>Bever shared information and updates on communicable diseases, including local and multi jurisdictional outbreaks; leadership and professional activities; staffing updates/concerns; financial status (re: strategic plan goals); facility renovation updates; security/data management updates, including planned security risk assessment; program updates (HRA home visitation, Nebraska Teeth Forever, Environmental Health Capacity); CHA 2024 plans; and SHDHD's draft annual report, along with schedule for visiting county boards to give the annual report.</p>	<p>Informational</p>

<p>Communications from Board Members Chair</p>	<p>N Shackelford: Recognized school nurses for all the hard work they do.</p> <p>E Jobman: A mystery respiratory illness in dogs; mainly a concern for people that board their dogs or place them in doggy daycares.</p> <p>K Murphy Buschkoetter: Webster County Hospital was part of a cyber attack on small facilities that stretched from Texas, through Nebraska, and into Tennessee. Their system was shut down temporarily to ensure data wasn't compromised.</p> <p>K Amyot: Seeing some positive Norovirus cases and COVID upticks / outbreaks. Also noted that there has been an increase in substance abuse over the last month.</p> <p>M McMeen: A lot of Covid tests are being used at Brodstone's Triage Unit. Also seeing positive cases for Covid, Influenza, RSV, Norovirus, and Rhinovirus.</p> <p>C Neumann: Concerns about mental health and wanted to assure we/our communities are addressing this, not kicking the can down the road. Requested that we consider county offices and emergency management as recipients of Health Alerts, such as the recent one for norovirus.</p> <p>S Nejezchleb: Two fundraisers are coming up - February 24, 2024 is the Pancake Feed in Fairfield, NE and March 2, 2024 is a soup dinner in Lawrence, NE.</p>	<p>Informational</p>												
<p>Announcements / Upcoming Events M Bever</p>	<p>Upcoming events, activities, and announcements were provided on the back of the agenda.</p>	<p>Informational</p>												
<p>Local Community Leader</p>	<p>Heather Erickson (Filling in for Treg Vyzourek), Senior Director of Development at Brodstone Memorial Hospital, described Brodstone's Community Health Improvement Plan and progress in each of the five priorities: access to care, mental health, substance misuse, obesity and related health issues, and cancer. They are expecting some changes for the next Community Health Improvement Plan with the newly-constructed addition to Brodstone being open.</p>	<p>Informational</p>												
<p>Public Comment</p>	<p>None</p>													
<p>Adjourn</p>	<table border="1"> <tr> <td colspan="2">Motion to adjourn</td> </tr> <tr> <td>Motion</td> <td>Nejezchleb</td> </tr> <tr> <td>Second</td> <td>Jobman</td> </tr> <tr> <td colspan="2"><i>Motion Passed (voice vote)</i></td> </tr> <tr> <td colspan="2">Adjourned 10:32am</td> </tr> <tr> <td colspan="2">Next Meeting: March 6, 2024, Annual Meeting and Public Health Awards, Adams County</td> </tr> </table>	Motion to adjourn		Motion	Nejezchleb	Second	Jobman	<i>Motion Passed (voice vote)</i>		Adjourned 10:32am		Next Meeting: March 6, 2024, Annual Meeting and Public Health Awards, Adams County		<p>Ayes: All</p> <p>Nays: None</p>
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Motion	Nejezchleb													
Second	Jobman													
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Next Meeting: March 6, 2024, Annual Meeting and Public Health Awards, Adams County														

Respectfully submitted,



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

Jan 23, 2024
Date