



October 1, 2019

Board of Health Minutes

Two Rivers Public Health Department

<u>Present</u>	<u>Absent</u>	
X		Dennis Reiter – Buffalo County Commissioner
X		Sue Hunter – Buffalo County Citizen
X		Dennis Rickertsen – Dawson County Commissioner
	X	Mallory Dean – Dawson County Citizen
X		Scot Grams – Franklin County Supervisor
X		Mike Dallmann – Franklin County Citizen
	X	Glen Monter – Gosper County Supervisor
	X	Patty Bader – Gosper County Citizen
	X	Cindy Boehler – Harlan County Supervisor
X		Doris Brandon – Harlan County Citizen
X		Wayne Anderson – Kearney County Supervisor
	X	Cody Krull – Kearney County Citizen
X		Barb Malm – Phelps County Commissioner
X		Tana Fye – Phelps County Citizen
	X	Dr. Brady Beecham – Physician
X		Dr. Melissa Drain – Veterinarian
X		Dr. Robert Butz – Dentist
X		Cecelia Perales – Minority Representative
X		Nicole Buettner – Midlevel Practitioner

Also present: Jeremy Eschliman – Director TRPHD, and Susan Puckett – Community Health Nurse TRPHD.

CALL MEETING TO ORDER

The Board of Health (BOH) meeting was called to order at 6:01 PM in the Johnson Building, lower level conference room, 701 4th Ave, Holdrege, Nebraska by Hunter. Hunter acknowledged the Nebraska Open Meeting Law was posted in the room with booklets available on the table for board members.

Meeting notices: The meeting notice publication has occurred in a newspaper of record within each county of the district, in addition to an agenda being continually current and available at the main office in Holdrege and on the TRPHD website.

Roll call completed by Eschliman, 13 members present.

MATERIAL E-MAILED OUT PRIOR TO THE MEETING & AVAILABLE AT THE MEETING

Agenda 10.1.2019

BoH Meeting Minutes August 6, 2019

LR116 Testimony Eschliman 6.20.19

Mallory Dean Resignation 8.26.19

Organizational chart ideal state updated 9.26.19

Policy #206.1 Bank Reconciliation policy

Policy #209.1 - Payroll policy

August 2019 Newsletter

July 2019 Newsletter

August 2019 BOH Financials

July 2019 BOH Financials

Finance Committee Meeting minutes 9.16.19

Fleet vehicle analysis

Infrastructure Committee Meeting minutes 9.23.19

Executive Committee Meeting minutes 9.26.19

Rabies educational flyer

Rabies-youth education

Rabies timeline of promotional activities

TRPHD population trends

TRPHD trend analysis

APPROVAL OF AGENDA. Motion made by Butz, second by Rickertsen to approve the agenda with correction noted on agenda item 3-Approval of minutes from August 7, 2019 corrected to accurately reflect meeting held on August 6, 2019. Roll call vote, 13 ayes, motion carried.

APPROVAL OF MINUTES FROM AUGUST 6, 2019 MEETING. Motion made by Dallmann, second by Reiter to approve minutes from August 6, 2019 meeting. Roll call vote, 7 ayes, (6 abstain Rickertsen, Grams, Brandon, Perales, Drain, Buettner), motion carried.

Eschliman introduced new board member, Cecelia Perales, minority health representative. Eschliman introduced Krista Pierce and Sally Heusinkvelt, new employees filling the positions of billing specialists.

BOARD EDUCATION

Vector borne diseases - Susan Puckett, Community Health Nurse

Puckett discussed recent disease surveillance activities related to vectors such as mosquitos (West Nile, Zika, other encephalitis diseases) and rabies. Puckett noted mosquito testing for diseases is wrapping up for season as mosquito populations are dwindling due to season. In addition Puckett noted minimal disease investigations for West Nile in contrast to the previous year which had an all-time high-likely due to environmental conditions experienced this year.

Puckett discussed the recent discovery of Aedes Egypti mosquitos in the York, Nebraska vicinity which can carry Zika virus, albeit the mosquitos sampled did not test positive for Zika. Puckett discussed the concerted effort to increase knowledge of rabies prevention activities targeted to health providers, veterinarians, and general population occurring over the approximately last 60 days.

DIRECTOR'S REPORT

Current Programming Review

Administrative

Eschliman discussed the closure of the billing specialist position with the hire of Krista Pierce and Sally Heusinkvelt. Eschliman discussed the continuing process for filling the assistant director position.

Policy

Eschliman discussed his recent testimony on 9.20.19 to the Legislature combine appropriations and health and human services committees on LR116 regarding the long term fiscal sustainability of the Nebraska Healthcare Cash Fund.

Other policy discussions occurring Eschliman mentioned included pending NE Medicaid administration to allow additional billing codes for public health dental hygienists, recent discussions with key state agencies regarding potential for delegation of environmental services (food inspections, property transfers (well | septic), and tattoo | body art, etc.) to Two Rivers Public Health Department through memorandum of understanding agreements or development of local ordinances. Eschliman discussed a potential subaward surround substance abuse focusing on opioid and methamphetamine abuse. Eschliman additionally discussed recent department work researching and supporting City of Kearney towards prohibition of electronic cigarettes (vaping).

Program updates

Dental

Eschliman discussed the recent contract signed with the Nebraska Community Foundation, 5 year, \$1 to \$1 match, beginning at \$25,000 in year 1, progressing to \$35,000 in year 5, with current program partners listed at Gosper County, Lexington Regional Health Center, and Cozad Rotary. Eschliman additionally discussed the Nebraska Community Foundation annual training occurring on November 14, 2019 in York, Nebraska, with a special session focusing on healthcare fundraising. The December board meeting is scheduled to have a Nebraska Community Foundation representative provide an education and training on "Make the Ask". Eschliman will be sending out additional information to all board members in regards to these events.

Immunization

Puckett discussed current readiness assessment of immunization program including equipment in place, staffing in place, vaccine inventory deployment readiness, credentialing status, and

Vaccine For Children (VFC) status. Puckett expressed confidence in maximum administration of inventory.

Emergency Preparedness and Response

Eschliman discussed Katherine Mulligan's and Cody Samuelson's recent activities including exercises, planning elements, coalition structuring, and plan revisions.

Disrupting the Pathway to Violence

Eschliman discussed the maturing of the community threat assessment teams and provided an example of the type of discussions occurring within the community threat assessment teams.

Disease trends

Puckett mentioned the seasonal standup of disease surveillance systems such as school, hospital, and providers, focusing on respiratory diseases. Puckett additionally mentioned recent trainings acquired by Eschliman and herself to provide environmental assessment and educations on individuals with elevated blood lead levels.

Strategic Plan Operational Strategies 2019-2021

Eschliman provided an update on the Operational Strategies 2019-2021 including highlights of the Public Health Accreditation Board report and work plan. Eschliman additionally discussed workforce development activities incurring and planned including competencies in environmental health and group facilitation.

OLD BUSINESS

CLOSED SESSION RE: LEGAL ADVICE REGARDING POTENTIAL LITIGATION

Motion by Rickertsen, second by Malm to enter closed session RE: Legal advice regarding potential litigation to protect the public interest. Roll call vote, 12 ayes, (1 abstain, Fye) motion carried.

Fye acting in attorney role for Two Rivers Public Health Department. Time entered closed session 7:01 PM.

Motion by Dallmann, second by Rickertsen to exit closed session. Roll call vote, 12 ayes, (1 abstain, Fye) motion carried.

Time exited closed session 8:00 PM. Fye returned to board member role.

NEW BUSINESS

RECOMMENDATION TO APPROVE JULY AND AUGUST 2019 FINANCIAL REPORT

Anderson discussed finance committee minutes and highlights. Eschliman noted contractual line item expenses in dental program were not budgeted, however overage is planned to be absorbed within program budget.

Motion by Dallmann, second by Fye to approve July and August 2019 finance reports as presented. Roll call vote, 13 ayes, motion carried.

POLICIES RECOMMENDED FOR APPROVAL:

1. BANK RECONCILIATION

2. PAYROLL

Anderson discussed the bank reconciliation and payroll policies recommended for approval by the board include revisions to increase fiduciary oversight as recommended by a desk audit of the Public Health Emergency Response subaward conducted by the Nebraska Auditor of Public Accounts. Eschliman noted revisions in both policies included phrasing to include regular review by board of health finance committee members. Eschliman discussed the policy committee had reviewed the revised policies with no suggestions or changes noted.

Motion by Fye, second by Rickertsen to approve the bank reconciliation and payroll policies as presented. Roll call vote, 13 ayes, motion carried.

RECOMMENDATION THAT DIRECTOR DETERMINES THE TYPE AND NUMBER OF FLEET VEHICLES AS NEEDED TO BENEFIT THE ORGANIZATION IN ADDITION TO BUDGETING FOR AN ADDITIONAL FLEET VEHICLE IN FISCAL YEAR 2020-2021

Anderson discussed the recent fleet vehicle analysis discussed in the finance committee, summarizing there is a financial benefit to Two Rivers Public Health Department by owning department fleet vehicles. Currently the department owns 3 fleet vehicles, within 1 vehicle inactive status (HHR).

Motion by Fye, second by Buettner to approve the Health Director determining the type and number of fleet vehicles as needed to benefit the organization in addition to budgeting for an additional fleet vehicle in fiscal year 2020-2021. Roll call vote, 13 ayes, motion carried.

RECOMMENDATION FOR DISPOSITION OF PROPERTY: 2008 CHEVY HHR FLEET VEHICLE

Anderson and Eschliman discussed recommendation to dispose of 2008 Chevy HHR fleet vehicle. Eschliman noted disposition would follow current policy and procedures in compliance with state statute.

Motion by Fye, second by Brandon to approve disposition of property: 2008 Chevy HHR fleet vehicle. Roll call vote, 13 ayes, motion carried.

RECOMMEND TO APPROVE A 1 YEAR LEASE RENEWAL OR EXTENSION WITH POSSIBILITY OF ADDING SPACE AT OFFICE LOCATION: 3715 29TH AVE, KEARNEY, NE

Dallmann discussed highlights of the infrastructure committee. Dallmann discussed infrastructure committee's desire to align office lease locations and recommendation to approve a 1 year lease renewal or extension with possibility of addition space at office location: 3715 29th Ave, Kearney, NE. Eschliman provided update to board with recent contact with current landlords and unknown status of renewal or extension at time of board meeting.

Motion by Fye, second by Reiter to allow executive committee to approve a 1 year lease renewal or extension with possibility of adding space at office location: 3715 29th Ave, Kearney, NE at an annualize cost of no more than \$14/square foot in addition to placing an

agenda item on the February 2020 board meeting to discuss infrastructure. Roll call vote, 13 ayes, motion carried.

ACCEPT RESIGNATION OF MALLORY DEAN (DAWSON COUNTY CITIZEN)

The board accepted the resignation of Mallory Dean, Dawson County Citizen by consensus. Eschlman discussed applications are currently being compiled and will be forward to the Dawson County Clerk with an action item on the Dawson County Commissioners Board on October 15, 2019.

PUBLIC COMMENT

Fye acting in attorney role for Two Rivers Public Health Department.

Dr. Amy Nebesniak provided comments to board

NEXT BOARD MEETING: DECEMBER 3, 2019 IN KEARNEY (LOCATION TO BE ANNOUNCED)

ADJOURNMENT

Adjournment by consensus. The Two Rivers Public Health Department Board of Health meeting was called to adjourn at 8:29 PM by Hunter.

Respectfully submitted,

A handwritten signature in blue ink that reads "Robert Butz". The signature is written in a cursive style with a large initial "R" and a stylized "B".

Robert Butz, DDS
Secretary (JE)