



June 15, 2020

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*		Nicole Thorell –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
		Dentist – (OPEN position)
	X	Cecelia Perales – Minority Representative
	X	Nicole Buettner – Midlevel Practitioner

Also present: TRPHD representatives: Jeremy Eschliman – Health Director; Glenda Fraber- Assistant Director; Jesse Valenti-Finance Manager; Haleigh Cunningham-Health Educator, Misti Raburn- Administrative Assistant, Von Lutz-Health Educator, Susan Puckett- Community Health Nurse

Members of the public also present (in person and virtually): none

\*Attended virtually via Zoom

**CALL MEETING TO ORDER.**

**The Board of Health (BOH) meeting was called to order at 6:07 PM virtually via Zoom with Hunter, Fye, Grams, Dallmann, Anderson, Eschliman, Fraber, Valenti, Cunningham, Lutz, Raburn and Puckett present in the Kearney office. Meeting was called to order by Hunter.** Hunter acknowledged the Nebraska Open Meeting Law was posted in the room with booklets available.

**Meeting notices:** Eschliman noted the meeting notice publication has occurred in all possible newspapers of record within each county of the district, in addition to an agenda being continually current and available at the TRPHD offices and on the TRPHD website.

Roll call completed by Fraber; 13 members present at time of roll call.

**MATERIAL AVAILABLE ELECTRONICALLY PRIOR TO THE MEETING & AVAILABLE AT THE MEETING**

- 5.27.20 Finance Meeting Packet
  - Board of Health – May 2020 (Preliminary)
  - Board of Health Financials – April 2020
  - Bond Pledges – Two Rivers Health Department
  - Finance Committee Meeting Agenda 05.29.2020
  - Finance Committee Meeting Minutes 05.29.2020
  - Lease Agreement – Extension of Conference Room
  - NACO – Subgroup Letter Renewal for Health Insurance
  - NACO 2019 Final Rates – 0.95 Level
  - Re\_ Question on Bonuses
- 6.15.20 Finance Meeting Packet
  - Board of Health Financials – May 2020
  - Finance Committee Meeting Agenda 06/.15.2020
  - Finance Committee Meeting Minutes 05.29.2020
  - Proposed Salary schedule 6.15.20
  - Salary Comp Presentation
  - Secure Pledge – Bruning Bank (6-10-20)
- Exe Committee Packet 5.20.20
  - 2020 Apr City Bill
  - 2020 Apr City Yard Bill
  - 2020 Apr NPPD Bill
  - 2020 Mar City Bill
  - 2020 Mar NPPD Bill
  - 200513 TRPHD Revised Office Layout
  - American Communications email 5.8.20
  - American Communications proposal
  - Executive Committee Meeting Agenda 5.20.20
  - Executive Committee Meeting Minutes 5.20.20
  - Future ICS 5-8-20
  - June 2020 Rent – April 2020 Utilities
  - May 2020 Rent – March 2020 Utilities
  - Rent Expense Breakdown (Kearney Office 2020)
  - TRPHD Personnel (COVID-19)

- Two Rivers June rent-April Utilities 2020
- Two Rivers Lease for Suite B 2020 full
- Two Rivers Lease for Suite B 2020 less large conference room
- Two Rivers May rent – March utilities 2020
- Water-Sewer letter
- 20-24 Ricketts Executive Order continued waiver of public meetings
- American Communications proposal
- BoH Meeting Agenda June 15, 2020
- BoH Meeting Minutes April 28, 2020
- COVID Presentation
- Executive Committee Meeting Minutes 5.20.20
- Fye email Re\_PCCF fund agreement legal counsel
- Immunization advisory committee
- June 15, 2020 BoH agenda
- PCCF agreement
- Proposed Amended Budget Revision 2019-2020
- Proposed Salary schedule
- RE\_Question on Bonuses (NE APA#2)
- RE\_Question on Bonuses (NE APA)
- RE\_Question on Bonuses (NPERS)
- RE\_Question on Bonuses
- Salary Comp Presentation
- Salary Ranges last updated
- TriBasin NRD. Two Rivers PHD. Interlocal Agreement. Edited 05.06.2020
- TRPHD – Proposed Amended Budget (2019-2020)
- Two Rivers Proposal
- Two Rivers Proposed Workplan 6-10-20
- TWO RIVERS PUBLIC HEALTH DEPARTMENT – CHA 06-08-2020
- Updated TriBasin NRD, Two Rivers PHD, Interlocal Agreement, edited 06.09.20

**APPROVAL OF AGENDA.** Motion made by Fye, seconded by Dallmann to approve agenda as presented. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

Eschliman introduced current and new employees attending board meeting.

**Approval of Minutes from April 28, 2020 MEETING.** Motion made by Anderson, second by Bader to approve minutes from April 28, 2020 meeting. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

**Board of Health Education: COVID19 Update by Dr. Aravind Menon and Chris Fankhauser:** Eschliman discussed the historical implications of novel virus pandemic waves of disease with the 1918 influenza and the 2008 H1N1 influenza. Early indications with the nCoV2 virus are

that it mimics influenza seasonality with modeling indicating this fall could be challenging with comorbidities with seasonal influenza. Difficult if not impossible to stop a novel virus-especially nCoV2, rather nonpharmaceutical interventions are intended to slow it down to protect those at highest risk. Dr. Menon stated there is a significant portion of the United States that have not been exposed, with national modelling indicating only about 10% of the population has exposure thus far. This is the reason for assessing risk and the importance of wearing mask. Those over 65 and with comorbidities as well as the younger population are all impacted as it cuts across all age categories and economics. It is apparent an outbreak occurred within Lexington involving a meat processing facility as the same business sector was heavily involved throughout Nebraska.

### **DIRECTOR'S REPORT**

Eschliman noted the draft 2020 Community Health Assessment was available for review in the current board packet and asked the Board for their review and feedback. Eschliman discussed next steps are in holding a community meeting to review document towards building consensus towards actionable steps. Additional items Eschliman noted of particular prominence were the Phelps County Community Foundation agreement and the National Resource District agreement.

Eschliman discussed the step down from internal incident command structure, with a full time equivalent at the peak of over 64 individuals. Incident command structure was officially stepped down 2 weeks ago, having the structure in place for approximately 18 weeks. Additionally, unified command was employed with health system and emergency management leadership and has been diminished to every other week. At the current time approximately 12 regular status employees, 9 temporary, and 5 partner agencies FTEs exist. Eschliman discussed the critical public health tasks in response at this time include:

- i. Communications
- ii. Contact tracing
- iii. Testing
- iv. Finance

Eschliman discussed the need for additional continued public relations with the current unmapped territory of directed health measures across populations. Eschliman discussed the organization's work across multiple community meetings, ensuring TRPHD is a key community partner, meeting communities where they are at philosophically in so much as possible. Eschliman additional reiterated honest communication that has occurred noting challenges in community-based testing strategies that were largely outside of organizational controls. Eschliman note nonessential tasks are beginning to be underway with normalized work scheduled resuming for majority of employees.

Eschliman announced the Governor has approved rolling back to Phase 3 on June 22,2020-a continued relaxation of restrictions. Phase 4 has few restrictions will be dependent upon disease activity (possibly in July) as it will be normalized society with a few caveats.

## Old Business

No old business noted from the board

## New Business

- a. Recommendation to ratify executive committee actions

- i. Approval of prorated contract of full Suite B of Hillcrest Professional Building, located at 3715 29<sup>th</sup> Avenue in Kearney, NE

Motion by Rickertsen, second by Beecham to ratify executive committee action of Approval of prorated contract of full Suite B of Hillcrest Professional Building located at 3715 29<sup>th</sup> Avenue in Kearney, NE. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

- b. Recommendation to approve American Communications for public relations.

Mr. Eric Gerrard discussed American Communications Group, Inc. body of work and proposal for TRPHD including key performance indicators for board transparency. Fye discussed strategies of developing a data base of community individuals to rely on into the future for opinions and research in addition to the development of a strategic plan for public relations. Eschliman discussed much of the work Public Health engages in is in the background with the silent majority of the population supporting in (reference smoking bans).

Motion by Beecham, second by Malm to approve American Communications Group, Inc proposal for Community Engagement Development of Two Rivers Public Health Education and Promotion Plan submitted on May 8, 2020. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

- c. Recommendation to approve April and May 2020 Financial Report

Krull and Anderson reviewed recent financials noting a finance committee meeting was held immediately prior to this meeting.

Motion by Fye, second by Grams to approve April and May 2020 financial report. **Roll call vote, 13 ayes, 0 nays, Motion carried.**

- d. Public hearing for 2019-2020 budget revision.

Motion to go into Public Hearing by Anderson, second by Dallmann. **Roll call vote, 13 ayes, 0 nays, Motion carried. Public hearing began at 7:35 PM.**

Asked for public comment: No public comment

Motion by Fye, second by Grams to come out of Public Hearing. **Roll call vote, 13 ayes, 0 nays. Motion Carried. Public hearing closed at 7: 40 PM.**

Motion by Grams and second by Krull to approve the budget revision as presented. **Roll call vote, 13 ayes, 0 nays. Motion Carried.**

- e. Closed session regarding Health Director's evaluation.

Motion by Fye, second by Anderson to move into closed session. **Roll call vote, 13 ayes, 0 nays. Motion Carried. Closed session began at 7:42 PM RE: Health Director's evaluation.**

Motion by Fye, second by Anderson to move out of closed session. **Roll call vote, 13 ayes, 0 nays. Motion Carried. Closed session ended at 8:07 PM.**

f. Review and revision of salary ranges.

Motion by Fye, second by Anderson to adjust salary ranges as a whole 5% on the low end and 5% on the high end. **Roll call vote, 13 ayes, 0 nays. Motion Carried.**

Motion by Fye, and second by Rickertsen to approve Health Directors salary of \$104,343.75. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

Motion by Fye and second by Grams to approve bonus for Health Director of \$4,000 to be paid in next year's budget. Board acknowledged appreciation for all other staff and asked Eschliman to confer with executive committee regarding bonus structure for all other employees. **Roll call vote, 13 ayes, 0 nays. Motion carried.**

g. Immunization program discussion.

Eschliman discussed recent immunization advisory committee meeting on June 22, 2020 with representation from the BOH (Beecham and Hunter), local communities and TRPHD staff. The consensus from the advisory committee was to go forward with the immunization program in the schools for influenza vaccines. TRPHD is not currently enrolled in the VFC program due to consensus by State staff and TRPHD at end of last year's influenza season to not explore entire portfolio of vaccines offered. Beecham recommended to apply for VFC program again.

Beecham recommended that we think about moving into the vaccine realm for both Covid and flu vaccinations and not charge for the regular. Discussion regarding necessary resources for program. Eschliman noted current hiring for additional community health nurse (full time).

**Boehler left meeting at 8:55 PM**

Additional discussion of TRPHD as provider of last resort for vaccination in order to not prevent regular visits with primary care provider.

**Motion by Beecham, second by Bader that TRPHD provide seasonal and pandemic vaccines in a community-based setting and a routine vaccine in an office setting.**

**Roll call vote, 12 ayes, 0 nays. Motion carried.**

h. Recommendation to approve interlocal agreement with TriBasin Natural Resource District.

Eschliman explained the significant partnership developed between TriBasin Natural Resource District and TRPHD as TriBasin has served as Logistics Section chief in the incident command structure facilitating movement of items including storing, transferring, and facilitating. Eschliman discussed TRPHD would benefit from a long-term partnership in this regard as the process has worked very well and would allow appropriate reimbursement for TriBasin Natural Resource District expenses back to May 1, 2020. The interlocal agreement, once approved by both entities would annually renew unless revoked by either party.

**Thorell left meeting at 9:12 PM**

Motion made by Dallmann, second by Anderson to approve the interlocal agreement. **Roll call vote, 10 ayes, 0 nays, 1 abstain (Fye).**

- i. Recommendation to approve Phelps County Community Foundation fund agreement.

Eschliman discussed recommendation for TRPHD approve PCCF fund agreement enabled TRPHD to participate in soliciting funds which could be used any program, with the initial intention for the dental program. Noted that Fye is legal counsel for PCCF and TRPHD and both agreed to allow her to review the agreement and share the same information with both entities. An additional benefit for TRPHD would be participation in PCCF grants that are available.

The Phelps County Community Foundation would have to approve the expenditures from the fund and TRPHD board would need to approve withdrawals.

Motion made by Krull, second by Malm. **Roll call vote, 10 ayes, 0 nays, 1 abstain (Fye).**

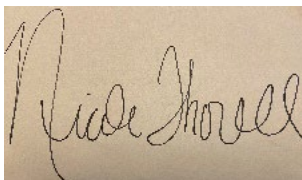
**Public Comment:**

The board accepted public comments.

**Adjournment:** Motion made by Grams and second by Fye to adjourn. The Two Rivers Public Health Department Board of Health meeting was called to adjourn by consensus at 9:22 PM by Hunter.

**NEXT BOARD MEETING: AUGUST 4, 2020, location TBD.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Nicole Thorell", written on a light-colored, textured paper background.

Nicole Thorell,  
Secretary (GF/JE)