



**Board of Health**

**Adams County:** Lochland Country Club, 601 W. Lochland Road, Hastings, NE  
March 1, 2017, 8:30 a.m. (Light Breakfast available at 8:15 am)

AGENDA		
Apprx. Time	Topic, Lead Person	Expected Outcomes
8:30	Welcome & Opportunity for Public Comment - Chair	<ol style="list-style-type: none"> <li>1. Meeting Call to Order, Open Meeting Statement</li> <li>2. Introductions / Roll Call</li> <li>3. Approve or Amend Agenda</li> <li>4. Public Comments</li> </ol>
8:32	January 4 Board Meeting Minutes – Chair	Approve Minutes of Jan 4 Meeting – Board Action
8:35	Public Health Awards Committee: <ul style="list-style-type: none"> <li>• Resolutions for Public Health Awards</li> </ul>	Action: Board adopts Public Health Award Resolutions
8:45	Accreditation Update – Janis Johnson (Materials/video provided to review in advance) <i>(multiple Essential Services; PHAB Domain 11)</i>	<ol style="list-style-type: none"> <li>1. Board gains an understanding of role of ethics in public health decisions</li> <li>2. At least 2 board members show interest in serving on an Ethics Committee for SHDHD.</li> </ol>
8:50	Policies/Plans: <ul style="list-style-type: none"> <li>• Adopt Principles of the Ethical Practice of Public Health</li> <li>• Highly Infectious Disease Plan</li> <li>• Annual Report</li> </ul> <i>Develop Policies &amp; Plans - Essential Service 5; PHAB Domain 5</i>	Action: Board adopts Principles of Ethical Practice of Public Health Action: Board approves Highly Infectious Disease Plan Action: Board accepts Annual Report
9:00	Finances – Exec. Dir. <i>Administration/Management - PHAB Domain 11, SP Goal 4</i> <ul style="list-style-type: none"> <li>• Financial Report</li> <li>• Line of Credit Update</li> <li>• Grants/Funding Status</li> <li>• Subaward/Fiscal Agent Status-TRIMRS</li> <li>• Response to Auditor Recommendations</li> </ul>	<ol style="list-style-type: none"> <li>1. Accept Financial Report – Board Action</li> <li>2. Awareness of financial health /funding sources/ budgetary needs.</li> </ol>
9:20	Annual Meeting Board Business: <ul style="list-style-type: none"> <li>• Board Member/Officer Terms</li> <li>• Conflict of Interest, Confidentiality, Principles of Good Faith, Board Commitment Statements</li> <li>• Board Committees</li> <li>• Board Roster/Contact Updates</li> <li>• 2017 Board Meeting Dates</li> <li>• Review Board Roles / Board Meeting Evaluation</li> </ul> <i>Governance – PHAB Domain 12</i>	<ol style="list-style-type: none"> <li>1. Annual Board governance activities completed</li> </ol>
9:40	Break (10 min)	Refreshment / Stretch & Move!
9:50	Communications from Exec. Director <ul style="list-style-type: none"> <li>• Bi-Monthly Report from Staff</li> </ul> <i>Governance – PHAB Domain 12</i>	<ol style="list-style-type: none"> <li>1. Latest updates on key issues, Strategic Plan, CHIP, Community Partnerships, Legislative Update, Personnel/Staffing Updates, etc.</li> <li>2. Bi-Monthly Report</li> </ol>
10:15	Introduction of Local Community Leader by Executive Director <i>Strategic Plan Goal 2B: Increase Community Engagement</i>	Board learns about local public health needs and successes. Guest: Mayor Corey Stutte, City of Hastings
10:45	Communications from Board Members - Chair Announcements/Upcoming Events – All (see next page) <i>Governance – PHAB Domain 12</i>	<ol style="list-style-type: none"> <li>3. SALBOH update –J Reimer</li> <li>4. Board members share their community/county public health activities/issues and community or professional meeting briefs and legislative days – All Board Members</li> </ol>
11:00	Adjourn	
11:30	Annual Luncheon and Public Health Awards	11:30 Networking; 12:00 – 1:30 Luncheon and Awards

**Next Meeting in Nuckolls County – May 3, 2017**  
**See Next page for Calendar of Events and Observances.**

## SHDHD Calendar

***Board Members - Please consider attending and/or helping us promote these upcoming events and observances:***

- 1) Colon Cancer Screening! Free FOBT kits available at SHDHD and at health fairs and other events throughout the health district. Help prevent colon cancer - encourage adults age 40 to 75 to get screened!
- 2) Ongoing: 'Smart Moves' Classes (Evidence-based Diabetes Prevention Program) – Refer people who might be eligible! (share the brochure): Free informational classes every 2nd Thursday at 5:30 each month at SHDHD and on demand in other counties.
- 3) SHDHD Annual Luncheon and Public Health Awards – March 1, 2017 at Lochland, 11:30 am – 1:30 pm
- 4) *Free Training: Storytelling* – March 1, 2017 at Lochland, 1:45 pm – 3:45 pm
  - In this uncertain funding and political climate... how does your organization (or Department or Program) tell its story?
  - What makes a good story?
  - How can you use stories in your organization to promote your work?
  - Learn skills for developing your story (hands-on activities)
  - Walk away with the start of your organization's next great story
- 5) Webster County Health Fair – March 15-17 (6 am – 9 am), March 18 (6 am – 10 am)
- 6) Vital Signs Health Fair – Adams County Fairgrounds – March 25-26, 7 am – 1 pm
- 7) Nuckolls County Health Fair – Superior High School - April 29, 9am -12 pm
- 8) Day of Caring Hastings – April 27, 8 am – 3 pm
- 9) Medication Take Back Events:
  - Vital Signs Health Fair March 25-26, 7 am – 1 pm
  - South Heartland District Health Department, April 29, 10 am – 2 pm
  - Clay County Sheriff's Office – Ongoing
  - Webster County Sheriff's office - Ongoing

**Open Meeting Compliance:**

- Prior to this meeting a notice was posted in the newspapers in Adams, Clay, Nuckolls, and Webster Counties and that 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 the South Heartland District Health Department, 606 N. Minnesota Ave, Suite 2, Hastings, Nebraska. 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.

**South Heartland's Guiding Principles:**

- We are committed to the principles of public health and strive to be a credible, collaborative and stable resource in our communities.
- We seek to perform our duties in a courteous, efficient and effective manner within the limits of sound fiscal responsibility.
- We work together to create a positive environment, listening carefully and treating everyone with honesty, sensitivity, and respect.

**Board of Health Principles of Good Faith\*:**

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| <ul style="list-style-type: none"> <li>➤ Regularly attend and actively participate in board of health and committee meetings. If unable to attend, be able to provide a valid excuse for absence.</li> <li>➤ Ensure that time at board of health meetings is set aside for updates on public health problems and what the health department is doing, or needs to do, in regard to such challenges.</li> <li>➤ Have a thorough knowledge of the duties and provisions found in the bylaws and charter of the organization.</li> <li>➤ Involve others in health department functions and funding efforts, special events, and activities to promote and support programs and services.</li> <li>➤ Heed corporate affairs and keep informed of the central activities and operations of programs.</li> </ul> | <ul style="list-style-type: none"> <li>➤ Support majority opinions of the board.</li> <li>➤ Advocate for public health by communicating regularly with community leaders and elected officials about perceived needs and possible resources.</li> <li>➤ Ensure minimum statutory or technical requirements are met regarding filing annual report, withholding employee taxes, etc.</li> <li>➤ Record personal conduct and register dissents in the minutes, or by letter.</li> <li>➤ Avoid any semblance of self-dealing or enrichment; discourage any business transactions between directors and the organization.</li> <li>➤ Accept no pecuniary profits except that which is expressly provided in compensation or reimbursement within the bylaws or laws of the city, county, and state.</li> </ul> |
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\*Board of Health Handbook, page 32

## South Heartland District Health Department Strategic Plan 2013 - 2017

**Vision:** Healthy people in healthy communities

**Mission:** The South Heartland District Health Department is dedicated to preserving and improving the health of residents of Adams, Clay, Nuckolls and Webster counties. We work with local partners to develop and implement a *Community Health Improvement Plan* and to provide other public health services mandated by Nebraska state statutes.

### Guiding Principles:

- ❖ We are committed to the principles of public health and strive to be a credible, collaborative and stable resource in our communities.
- ❖ We seek to perform our duties in a courteous, efficient and effective manner within the limits of sound fiscal responsibility.
- ❖ We work together to create a positive environment, listening carefully and treating everyone with honesty, sensitivity, and respect.

### Goals and Priority Activities:

- 1. Provide leadership implementing the *Community Health Improvement Plan (CHIP)***
  - A. Monitor implementation of the plan and success achieving targeted outcomes, encouraging the use of evidence-based practices and reliable, accurate and timely measures and data
  - B. Work with partners to raise the visibility of the plan in our communities
- 2. Increase community engagement in the work of the South Heartland District Health Department (SHDHD)**
  - A. Identify “hearts/hubs” of small communities (places, events, and community leaders) and engage with them to collect feedback about health needs as well as to promote programs
  - B. Maximize the impact of board meetings by selecting visible community meeting sites, including a “Public Comment” agenda item and personally inviting local leaders to share their perspectives
  - C. Send clear, concise information to elected community officials on important public health legislation/issues at least once a year
- 3. Increase the Board’s capacity to perform core functions of public health governance**
  - A. Assess board members’ strengths, expertise and connections and use them effectively to further the work of the SHDHD
  - B. Provide brief training sessions at the end of three regularly scheduled board meetings and require members to participate in at least two training sessions per year
- 4. Assure sufficient resources to provide services**
  - A. Monitor legislative actions that could reduce Health Care cash fund and changes in funding streams related to the Affordable Care Act and other federal and state mandates
  - B. Continue focus on quality improvement and increasing operational efficiencies while providing staff and board members with the tools and training needed to do their work
  - C. Monitor SHDHD programs and services to identify where changes need to be made (reductions or expansions)
  - D. Assess sustainability when evaluating growth opportunities