



**Board of Health**

**Clay County:** United Church of Christ, 220 South Alexander Street, Clay Center, NE  
September 6, 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>
8:35	BUDGET HEARING - Chair	Opportunity for public comments
8:50	July 12 Board Meeting Minutes – Chair	Approve Minutes of July 12 Meeting – Board Action
8:55	Finances – Exec. Dir. Administration/Management - PHAB Domain 11, SP Goal 4 <ul style="list-style-type: none"> <li>• Financial Report</li> <li>• End of Fiscal Year 2017 Report</li> <li>• Line of Credit Update</li> <li>• Grants/Funding Status</li> <li>• Contracts/Subawards Status</li> <li>• Internal Controls</li> </ul> Initiative by LHDs to improve Grant/Subaward Process	<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>
9:10	Committee Reports: Budget Committee – C. Neumann <ul style="list-style-type: none"> <li>• FY 2018 Budget</li> </ul> Policy Committee – M. Oldham <ul style="list-style-type: none"> <li>• Policy Review Process</li> <li>• Workforce Development Plan</li> </ul>	<ol style="list-style-type: none"> <li>1. Action: Board approves FY 2018 Budget</li> <li>2. Action: Board approves Policy Review Process</li> <li>3. Board is familiar with goals of Workforce Development Plan</li> </ol>
9:30	Break (10 min)	Refreshment / Stretch & Move!
9:40	Introduction of Local Community Leader by Executive Director Strategic Plan Goal 2B: <i>Increase Community Engagement</i>	Board learns about local public health needs and successes. Guest: TBD
10:10	Accreditation Update –Exec. Director <ul style="list-style-type: none"> <li>• Accreditation Process status, next steps</li> <li>• Board Performance Mgmt – Evaluation of Board Meetings - Results</li> </ul> <i>(multiple Essential Services; PHAB Domain 11)</i>	<ol style="list-style-type: none"> <li>1. Board learns about progress toward Accreditation and board roles during the site visit</li> <li>2.</li> </ol>
10:20	Communications from Exec. Director <ul style="list-style-type: none"> <li>• Bi-Monthly Report from Staff</li> <li>• Executive Director’s Report</li> </ul> <i>Governance – PHAB Domain 12; All Essential Services</i>	<ol style="list-style-type: none"> <li>1. Bi-Monthly Report</li> <li>2. Latest updates on key issues, Strategic Plan, CHIP, Community Partnerships, Legislative Update, Research /Evidence-Base, Personnel/Staffing Updates, Data Use Agreement, etc.</li> </ol>
10:35	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>1. SALBOH update –J Reimer</li> <li>2. Board members share their community/county public health activities/issues and community or professional meeting briefs and legislative days – All Board Members</li> </ol>
10:45	Adjourn	

**Next Meeting, in Adams County – November 1, 2017 – with Senator Halloran as guest**

**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) Rural Health Association Annual Conference – Kearney, NE, September 20-21
- 2) Public Health Association of Nebraska Annual Conference – Lincoln, NE, September 21-22
- 3) Ongoing: ‘Smart Moves’ Classes (Evidence-based Diabetes Prevention Program) – Share the brochure and Refer people who might be eligible! Free informational classes every 2nd Thursday at 5:30 each month at SHDHD and on demand in other counties.
- 4) September – National Preparedness Month
- 5) October – Breast Cancer Awareness Month
- 6) 13<sup>th</sup> Annual Kids Fitness and Nutrition Day – October 3, with partners: Hastings College, YMCA-Hastings, UNL Extension – Adams County, University of Nebraska-Kearney, funded by Nebraska Beef Council

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**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\*:**

- 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.
- 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.
- Have a thorough knowledge of the duties and provisions found in the bylaws and charter of the organization.
- Involve others in health department functions and funding efforts, special events, and activities to promote and support programs and services.
- Heed corporate affairs and keep informed of the central activities and operations of programs.
- Support majority opinions of the board.
- Advocate for public health by communicating regularly with community leaders and elected officials about perceived needs and possible resources.
- Ensure minimum statutory or technical requirements are met regarding filing annual report, withholding employee taxes, etc.
- Record personal conduct and register dissents in the minutes, or by letter.
- Avoid any semblance of self-dealing or enrichment; discourage any business transactions between directors and the organization.
- 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.

\*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