

**Board of Health Minutes**  
**South Heartland District Health Department**  
**Meeting Location: Red Cloud Community Center**  
**Nov. 2, 2016, 8:40 a.m.**

Topic, Lead Person	Comments/Actions	Roll Call / Vote
	Staff Present: Michele Bever, Denise Ferguson	
Welcome & Public Comment - Chair	Nov. Board of Health meeting was called to order by President Ron Kuehner @ 8:40 am.	
	Open Meeting Statement: Prior to this meeting a notice was posted in the newspapers in Adams, Clay, Nuckolls & 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 South Heartland District Health Department, 606 N Minnesota Suite 2, Hastings NE. 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 public's review.	
	Roll Call:  Quorum not met.	Present: Hallock, Kuehner, Mead, Meyer, Reimer, Salyards  Absent: Bohrer, Christensen, Kleppinger, Neumann, Oldham, Samuelson, Shackelford, Siemsen
	Introductions Senator Les Seiler, District 33 Webster County Sheriff Troy Schmitz and Deputy Ron Sunday. Amy Springer, MD, Webster County Hospital Clinic, Red Cloud	
	Approve or amend agenda Executive Director announced that McDermott & Miller was not ready to do audit report so it has been postponed to January.  Motion to accept amended agenda was made by Salyards and seconded by Meyers. <i>Motion carried unanimously.</i>	Ayes; All Nays: None
	Public Comments: None made	
Audit Report	FY 2016 Audit Report- McDermott & Miller Tabled till January Meeting  Shackelford arrived 8:45	
Guest: Senator Les Seiler	Senator Les Seiler, District 33 Senator Seiler said State of Nebraska has a budget shortfall, so if public health has ask for funding to do it early. Committee on behavior health, report rough draft LR34 to build a new building at Regional Center in Hastings will be coming out of committee soon. This building will have one wing to be used for Emergency Protective Custody (EPC) holding for 5 to 7 days for assessment, History shows 80% of EPC persons have mental health needs. The second wing would be for long term housing for individuals to get program help so they are more ready to return to public sector. Seiler stated that the budget from the Governor did not include funding for the Regional Center project.  Sheriff Schmitz stated in Webster County they have a problem with community housing with former EPC'd individuals. These persons are being picked up more than once and transported to facilitates to have then readily return to community housing, so people needing help can't get it help because everything is full. Schmitz suggests that community homes need better oversight and guardians of these residents need to follow clients closer. Schmitz also reported there is little to nowhere for low to no income people to go for detox in our four counties.  Discussion on need for improved access to mental health/wellness services and substance abuse services in our communities and within the criminal justice system, including prevention, screening, treatment and supportive services.	
Approval of Minutes	Motion to accept minutes from September 7 Board of Health meeting was made by P. Salyards and seconded by P. Meyer. <i>Motion carried unanimously.</i>	Ayes: All Nays: None



	Discussion on new format for minutes, with more details included. Agreement that increased detail is beneficial.	
Finances	<p>Financial Report – Dr. Bever presented the financials.</p> <p>Motion to accept the Financials report was made by P. Meyers and seconded by J. Reimer. <i>Motion carried unanimously</i></p> <p>Exec Director presented Bank Reconciliation Summary for Sept, Denise explained process for new pie chart using Statement Writer part of QuickBooks. New form shows less detail on budget variance, time shortened from 7 -8 hours to prepare to about 15 min. and reduces potential for errors.</p> <p>Exec. Director gave list of new grants awarded. Immunization grant \$20, 000 EWM \$60,000 Chronic Disease Prevention 1422 (YR3) \$208,000 Kids Fitness Nutrition Day (UNK &amp; Beef Council) \$ 3,000 EP \$78,458 – No contract yet Accreditation \$14,000</p> <p>Executive Director explained new draft budget for General Funds. General Funds now include LB1060, LB692 and LB657 plus transferred in funds from indirect costs received from other grants and contracts.</p> <p>Executive Director implemented some salary increase benefits for some staff according to Salary Schedule adopted by board previously.</p>	Ayes: All Nays: None
Board Business	C. Neumann arrived, meeting obtained quorum. Board went back and approved, minutes, and financials.	
Accreditation	Executive Director gave update on dashboard for accreditation and gave BOH a link for some Accreditation training. She also shared the new weekly report staff is doing for performance management.	
Committee Reports	<p>Personnel Committee- P. Meyer/J. Reimer Recommendation to accept Employee Wellness Performance Bonus Policy came from the Personnel Committee (Chair, P Meyer). <i>Motion carried unanimously</i></p> <p>Motion to adopt Resolution 2017-1 Employee Wellness Bonus was made by N. Shackelford and seconded by M. Hallock. <i>Motion carried unanimously</i></p>	<p>Ayes: All; Nays: None</p> <p>Ayes: Hallock, Kuehner, Mead, Meyer, Neumann, Reimer, Salyards and Shackelford.</p> <p>Nays: None</p> <p>Absent: Bohrer, Christensen, Kleppinger, Oldham, Samuelson, and Siemsen</p>
Communications from the Exec. Director	<ul style="list-style-type: none"> <li>• Performance Management– Highlight was the exercise staff did for QI project on procurement process and mail handling procedure.</li> <li>• Annual Report to DHHS and 2-page story from SHDHD.</li> <li>• Legislative Update on Cigarette Tax and Public Health Funding.</li> <li>• Administrative: IT Issues are being served by Flatwater Technologies; McDermott and Miller still have not received pension information from state to finish Audit requirements, this will be presented in January meeting. Workforce; M Bever presented a list of positions, FTE and Responsibilities that have changed.</li> <li>• Conference/Training opportunities for Board Members: No Wrong Door training in Kearney on November 15, 2016</li> </ul>	
Communications from Board Members	<p>Shackelford – provided PHAN meeting highlights; in-person SALBOH meeting at PHAN</p> <p>Salyards – concerns on about Acute Flaccid Myelitis cases occurring in other states</p>	
Adjournment	11:00	

Respectfully Submitted,

Signature: *N. Shackelford* Date: 1/4/2017

Nanette Shackelford, Secretary/Treasurer  
Board of Health  
South Heartland District Health Department