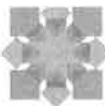




**Board of Health Minutes**  
**South Heartland District Health Department**  
**Meeting Location: Red Cloud Community Center, Red Cloud, NE**  
**May 2, 2018**

Topic, Lead Person	Comments/Actions	Roll Call / Vote
	<p>Staff Present: Michele Bever, Janis Johnson, Joe Streufert                      Guests Present: Gary Ratzlaff, VSO for Webster County; Rae M, Chronic Care Management Program Coordinator for Webster County Clinic.</p>	
<p>Welcome &amp; Public Comment - Chair</p>	<p>May Board of Health meeting was called to order by President N. Shackelford at 8:31 am</p> <p>Open Meeting Statement (read aloud by President N. Shackelford):                      Prior to this meeting a notice was posted in the newspapers in Adams, Clay, Nuckolls &amp; 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.</p>	
<p>Determine Quorum</p>	<p>Introduction /Roll Call</p> <p><i>Quorum met</i></p>	<p>Present: Blum, Boyer, Fegler- Daiss, Hallock, Kuehner, Meyer, Nejezchleb, Kuehner, Neumann, Reimer, Samuelson, Shackelford.                      Absent: Christensen, Kleppinger, Wachter-Mead.</p>
<p>Approve or Amend Agenda</p>	<p>Ms. Shackelford stated that there would be an additional guest community leader today invited by Board member Mirya Hallock. Motion and second to approve Agenda with noted change.  <i>Motion Passed</i></p>	<p>Ayes: All                      Nays: None</p>
<p>Public Comments</p>	<p>None.</p>	
<p>Approve Minutes</p>	<p>Motion and second to accept minutes of March 6, 2018, Board Meeting.  <i>Motion Passed</i></p>	<p>Ayes: All                      Nays: None</p>
<p>Accreditation Update</p>	<p>Janis Johnson provided an overview of the Accreditation Site Visit that took place on April 18-19 and shared the site visitors' exit conference overview, top three strengths and top three opportunities (these were included in the Board materials). She also shared the timeline for the site visit report to PHAB (approximately 6 weeks) and the likely target date for the PHAB Board decision (August 2018 PHAB quarterly meeting). There was some discussion about how we "engage the community" and suggestions for how this could be enhanced, since this was an opportunity mentioned by the site visitors. Janis also described our performance management system opportunities and that we have a framework that leadership understands, but that it isn't yet second nature in everything we do. The PHAB decision could be either that we are accredited, or that we have an action plan to work on some specific areas of opportunity. Board members who participated in the site visit commented that it was a good experience and were complimentary of the staff's professionalism and their willingness to be part of this process, recognizing that it is a demanding effort beyond the day to day work of the department. Judy Reimer gave a brief history of public health accreditation and stated that we have things to teach PHAB, as well: how a small health department feels confident enough in what they are doing and in their programs and in their documentation that they would even dare to ask for accreditation and go through this grueling process. Glad for the mock interview first, proud that we were in a position to apply for accreditation. Highlighted that the Board tries hard to be sensitive to including all of our counties, for grants, programs, etc.</p>	



<p>Finances</p>	<p>Dr. Bever gave the financial report: Balance Sheet, Income and Expenses Report and stated that the Line of Credit had not been utilized since the last meeting. Motion to accept Financial report was made by P. Meyer and seconded by M. Blum. <i>Motion Passed</i></p> <p>Grants/Funding Status: Summary of new grants in Executive Director's Report.</p>	<p>Ayes: All Nays: None</p>
<p>Committee Reports: Finance Committee</p>	<p>Finance Committee – C. Neumann Dr. Neumann presented the finance committee's recommendation for audit bids. The committee recommends that the Board accept the bid for audit services from the Nebraska Auditor of Public Accounts. Discussion. Second by D. Fegler-Daiss. <i>Motion Passed</i></p> <p>Dr. Neumann presented the Cost of Living Adjustment (COLA) recommendation. The committee recommends a 2% cost of living adjustment be considered for FY2019. The executive director will be responsible for determining whether a 2% adjustment to personnel costs is feasible as the FY2019 budget is developed. Second by M. Blum. <i>Motion Passed</i></p> <p>Dr. Bever stated that the auditors who conducted the program review for the Public Health Emergency Preparedness program recommended to adopt a policy or procedure demonstrating a process for determining whether costs are allowable, reasonable and allocable. She described a guidance document received from the Division of Public Health, Health Preparedness and Emergency Response Unit called Internal Procedures Regarding Costs, Budgets, Subrecipient Monitoring, and Financial Accountability. The department is reviewing this document to see how it might be utilized as a policy for SHDHD and will bring a policy to a future Board meeting.</p>	<p>Ayes: All Nays: None</p> <p>Ayes: All Nays: None</p>
<p>Follow up to Annual Meeting Business</p>	<p><u>Board Meeting Evaluations:</u> N. Shackelford reviewed the summary and comments of the Board of Health Meeting Evaluation available to the board at the March meeting. Respondents (n=6) were satisfied with the board meetings with 100% rating in each area of review as "meeting expectations", excepting the statement "We followed parliamentary procedures", where 83% agreed that it met expectations.</p> <p><u>Board Physician Appointment:</u> N. Shackelford reminded the Board that with the resignation of Dr. Phyllis Salyards, the Board needed to appoint a physician to complete her term. A C.V. and letter of interest from Dr. Daniel Brailita, Central Nebraska Infectious Disease Clinic was provided in the board packets. A question was asked whether the vacant position had been announced throughout the District. There was no formal announcement (we have not done this in the past, either). Board members mentioned that Dr. Brailita practices outside of Adams County, e.g., providing services for specialty clinics at Brodstone Hospital and Webster County Community Hospital. J. Reimer motioned to appoint Dr. Daniel Brailita to the position of Physician for South Heartland District Health Department Board of Health. Second by P. Meyer. <i>Motion Passed</i></p>	<p>Ayes: All Nays: None</p>
<p>2018 Community Needs Assessment Update</p>	<p>Dr. Bever gave an overview of the timeline and activities for the 2018 community health needs assessment (CHA) and encouraged board members to participate in the activities and to encourage others in their communities to do the same: Community Themes and Strengths Survey (May-June), Focus Groups (July-August), Health Status Assessment (ongoing), Priority-Setting meetings (September).</p>	
<p>Bi Monthly Report on 10 Essential Services from Staff</p>	<p>The March-April Bi-Monthly Report on the 10 Essential Services was provided in the Board packets. Motion to accept the Bi-monthly report was made by P. Meyer and seconded by R. Kuehner. <i>Motion Passed</i></p>	<p>Ayes: All Nays: None</p>
<p>Communication from Executive Director</p>	<p>The Executive Director Report was provided in the Board packets, including:</p> <ol style="list-style-type: none"> <li>1. Financial and Grants highlights</li> <li>2. Legislative update on Opioid bills in Nebraska and NACCHO news about FDA cracking down on e-cigarette sales to youth;</li> </ol>	



	<ol style="list-style-type: none"> <li>3. PHAB Accreditation process- Thank you to the Board for ongoing support and to Board members who participated in the mock site visit and PHAB site visit.</li> <li>4. Workforce Development/Staffing – Introduced new Finance &amp; Operations Manager and suggested new delegation of duties for Board meetings; Succession Planning update; 4 Student Intern/Practicum/Capstone projects</li> <li>5. E.D’s Work/Life balance notes.</li> </ol>	
<p>Communication from Board Members - Chair</p>	<ol style="list-style-type: none"> <li>1. SALBOH update: Reimer - No meetings to report on.</li> <li>2. General Communications from Board Members: <ul style="list-style-type: none"> <li>• Neumann – shared about active shooter presentation to Adams County employees and how to defend. Reimer said their church had also received a similar training. Nejezchleb said schools are practicing and involving EMS and law enforcement, competition with time mandated for fire and tornado drills. Meyer said their superintendent is asking the legislature to add other preparedness drills.</li> <li>• Kuehner – lives in Blue Hill, purchased a radon kit from SHDHD and test results were high, indicating need to mitigate. Mitigation system was \$3,000. Encouraged 3 neighbors to test for radon.</li> <li>• Shackelford – Clay Center is working at getting a new community swimming pool.</li> <li>• Board members thanked Roger Bohrer for preparing the breakfast.</li> </ul> </li> </ol>	
<p>Community Leaders</p>	<p><u>Community Leaders:</u></p> <ol style="list-style-type: none"> <li>1. <u>Gary Ratzlaff, Mayor of Red Cloud and Veterans Services Officer for Webster County:</u> Community center will be paid off, funded by 1% sales tax. The facility is used constantly – weights room, multipurpose room. VSO work is fun and it is gratifying to see veterans get what they need and deserve. They have received - and will be installing - 140 civil war markers for unmarked graves, along with flags. The medical side of the VA is not currently represented at the federal level, which makes it difficult to trace back medical issues to substantiate for compensation. There are 312 veterans in Webster Co. and some don’t take advantage of services, there are few veterans of the Afghan and Gulf wars – he is not sure whether they do not know they are eligible or whether pride is a barrier. No complaints about Grand Island VA – veterans are very satisfied with services. The new VA home in Kearney should open this fall – it is a great resource for the state. Patients have also been very happy with the GI Vet home - exercise equipment, wood shop, etc. Question about whether women veterans have the highest rate of homelessness nationally? Mr. Ratzlaff mentioned that there is a new shelter next to the VA hospital in GI which serves homeless veterans (50% of the beds) and low income homeless (50% of the beds). He also said the the VA has excellent PTSD treatment, if people would just enroll.</li> <li>2. <u>Rae Mattson, LPN, Webster County Clinic, CCM/TCM Program:</u> Rae shared about Webster County Clinic’s Chronic Care Management (CCM) and Traditional Care Management (TCM) programs, including history of the program and the distinction between “centralized” care, coordination, and individualized care. She currently has a case load of ~17 patients. Services include 24/7 access to health care, access to preventive testing, and patient education. Qualifying diagnoses include: Cancer, COPD, Depression, Diabetes, Heart Disease/Failure, and others. M. Hallock says the biggest benefit of the program to the hospital is having a Coordinator!</li> </ol>	
<p>Adjournment</p>	<p><i>Motion to adjourn by C. Neumann, second by D. Fegler-Daiss.</i>  <i>Adjourned at 10:45 am?</i></p> <p>Next meeting: July 11, 2018 in Clay County.</p>	

Respectfully Submitted,

Signature: Charles Neumann Date: July 11, 2018

Charles Neumann, Secretary/Treasurer  
Board of Health  
South Heartland District Health Department

