



Board of Health Minutes

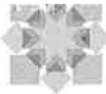
South Heartland District Health Department

**Meeting Location: Salem Lutheran Church, SR 14, 7 miles south of Nelson, NE
Sept 7, 2016, 8:30 a.m.**

Topic, Lead Person	Comments/Actions	Roll Call / Vote
	Staff Present: Michele Bever, Denise Ferguson	
Welcome & Public Comment - Chair	Sept. Board of Health meeting was called to order by President Ron Kuehner @ 8:35 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:	Present: Christensen, Kuehner, Kleppinger, Meyer, Neumann, Reimer, Salyards, Samuelson, Shackelford. Absent: Bohrer, Hallock, Mead, Oldham, Siemsen.
	Public Comments- No Comments	
	9:40 Arrival Hallock & Siemsen Introductions: New Board member Mirya Hallock, Administrator, Webster County Community Hospital	
	<i>Motion to approve the agenda was made by Meyer and seconded by Reimer. Motion carried unanimously.</i>	Ayes : All Nays: None
Approve Minutes of July 6 Board Meeting	Dr. Bever requested addition to the minutes of Dr. Salyards name as presiding over the July 6 meeting. <i>Motion to accept minutes with addition was made by Meyer and seconded by Shackelford. Motion carried unanimously.</i>	Ayes : All Nays: None
Finances	Financial Report – Dr. Bever presented the financials. <i>Motion to accept the Financial report was made by Meyer and seconded Shackelford. Motion carried unanimously.</i> Additional financial updates: 1. Line of Credit – Dr. Bever stated that the line of credit was being utilized and that the Department had received notice for renewal. Denise stated that the renewal consisted of simply letting the bank know that we wanted to continue, and providing the most recent audit report. She also reported that the interest applied was about \$8 when we utilized \$13,000 in June/July. This has since been paid back. Board members asked questions about the subaward requirements, processes for payment from DHHS, payment for significant time invested in program audits required by DHHS, and the impact of these processes on SHDHD's financial status. 3. Grants/Funding updates: Dr. Bever listed the following proposals, renewals or awards: <ul style="list-style-type: none"> • Health Hub /Every Woman Matters Contract with DHHS – awarded up to \$60,000 July 1, 2016 – June 30, 2017. • Immunization grant proposal submitted to DHHS - \$20,000 for 1 year beginning January 2017 	Ayes : All Nays: None



	<ul style="list-style-type: none"> • 1422 (Prevention Connection – Chronic Disease) – submitted work plan and budget to DHHS for Year 3 - \$208,000 (October 2016 – September 2017) • Kids Fitness and Nutrition Day - awarded \$3,000 from UNK for fall event (October 4) • Emergency Preparedness subaward – submitted work plan and budget to DHHS - \$78,228 <p>4. Mini-Grant Requests. Healthy Family Home request from YMCA was tabled last time for more information. Dr. Bever stated she met with the applicant and discussed the Board’s encouragement to utilize evidence-based programming.</p> <p>5. Subaward/Fiscal Agent Status for Tri-Cities Medical Response System (TRIMRS) / Medical Reserve Corps (MRC). Dr. Bever stated that SHDHD would no longer serve as the subawardee for the TriCities Medical Response System Funding from DHHS. The Department has served in this capacity since 2004 and determined that it was not feasible to continue due to the new requirements of no carryover and reimbursement-based payments for actual expenses. Central District Health Department (CDHD) has agreed to take on this role. SHDHD has also served as housing agency for the Central Nebraska Medical Reserve Corps, which has now transitioned to a 501c3 entity. SHDHD will be transferring any remaining grant and subaward funds and material assets obtained on behalf of the CNMRC or TRIMRS to the 501c3 or CDHD, as appropriate.</p> <p>6. Program Audit for Immunization grant had a clean report.</p>	
<p>Budget Hearing</p>	<p>9:00 am. <i>Motion to Open Budget Hearing by Samuelson, second by Meyer.</i></p> <p>9:15 am. <i>Motion to Close Budget Hearing by Shackelford, second by Meyer.</i></p>	<p>Ayes: Christensen, Hallock, Kuehner, Kleppinger, Meyer, Neumann, Reimer, Salyards, Samuelson, Shackelford, Siemsen. Nays: None Absent: Bohrer, Mead, Oldham</p> <p>Ayes: Christensen, Hallock, Kuehner, Kleppinger, Meyer, Neumann, Reimer, Salyards, Samuelson, Shackelford, Siemsen. Nays: None Absent: Bohrer, Mead, Oldham</p>
<p>Committee Reports</p>	<p>Budget Committee – N. Shackelford N. Shackelford and Dr. Bever presented the FY 2017 budget. Dr. Neumann asked about the proposed expense for the Immunization funds. Denise will check the calculation and revise, as needed.</p> <p><i>Motion to approve annual Budget was made by Shackelford and seconded by Reimer. Motion carried unanimously.</i></p> <p>Personnel Committee – J. Reimer Reimer stated that the Personnel Committee met last week to discuss a Performance-based Bonus Policy that would be an allowable cost to the federal grants. Additional guidance received yesterday from McDermott & Miller led the administrative staff to reconsider the language, the proposed performance basis and metric in order to align unequivocally with the federal guidance. The Performance-based Bonus Policy will be tabled until the November meeting.</p>	<p>Ayes: Christensen, Hallock, Kuehner, Kleppinger, Meyer, Neumann, Reimer, Salyards, Samuelson, Shackelford, Siemsen. Nays: None Absent: Bohrer, Mead, Oldham</p>



<p>Accreditation</p>	<p>Dr. Bever presented the Performance Management System. She described the components of the system and how they link together.</p> <p><i>Motion to adopt the Performance Management System Framework was made by Meyers and seconded by Siemsen.</i></p> <p>Accreditation Update – Dr. Bever shared that she and Accreditation Coordinator Janis Johnson attended the PHAB Accreditation Training for Applicant Health Departments in Alexandria, VA, where they were given access to and learned how to use ePHAB for documentation of the standards and measures in each domain. She shared a screen shot of ePHAB, with an example of Measure 1.1.1. Bever and Johnson also practiced reviewing and choosing “best” example documents, and learned how to upload information into ePHAB. The department has one year to upload and submit their documentation (from the date of access to ePHAB).</p>	<p>Ayes: Christensen, Hallock, Kuehner, Kleppinger, Meyer, Neumann, Reimer, Salyards, Samuelson, Shackelford, Siemsen. Nays: None Absent: Bohrer, Mead, Oldham</p>
	<p>Shackelford Left at 9:45</p>	
<p>Communications from the Exec. Director</p>	<ul style="list-style-type: none"> • Bi Monthly Report: <ul style="list-style-type: none"> - Zika Virus update provided by Dr. Bever – board members brought up potential unintended consequences of mosquito control on pollinating insects, status of Zika vaccine and funding for vaccine, and questioned whether there are non-human hosts for Zika (e.g., birds for West Nile). - CHIP performance management and highlights of past 2 months of activities/outcomes of the 10 Essential Services - Rabies Animal Exposure Assessment Algorithm developed by an intern with SHDHD • DHHS: Chief Medical Officer appointed: Thomas Williams MD • Legislative Update: versions of Tobacco Tax, Medicare Expansion bills likely to be reintroduced in 2017 legislative session. • Administration: updates on IT issues, Audit, workforce/staffing • Conference/Training opportunities: <ul style="list-style-type: none"> - Nebraska Rural Health Association- Kearney Sept 21-22 - Mental Health First Aid Training- Lincoln September 28 - Public Health Association of Nebraska PHAN) - Lincoln September 29-30 (Dr. Bever offered that SHDHD could support 1-2 Board members to attend) 	
<p>Communications from Board Members</p>	<ul style="list-style-type: none"> • Siemsen requested Zika info for EMS booth at Old Trusty Days. • Christensen - question on partnership with Nuckolls County UNL Extension. Recruiting to fill their Nuckolls County on the Board of Health. Some brainstorming among Board members of potential skills/expertise it might be nice to have on the Board. Law enforcement was suggested. • J. Reimer- SALBOH report: nothing new to report. National Meeting (NALBOH) was in Saint Louis in August; State (SALBOH) Meeting is in Lincoln concurrent with PHAN Conference (September 29) 	
<p>Adjournment</p>	<ul style="list-style-type: none"> • 10:50 am 	

Respectfully Submitted,

Signature: Nanette Shackelford Date: 11/2/2016

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