

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

November 18, 2021

Board Members in Attendance:

Dave Bruning	Larry Cerny	Judy Henning	Dr. Bruce Kennedy
Stephanie Knight	Dave Norton	Tim Pickering	Mark Schoenrock

Board Members Absent:

Dr. Josue Gutierrez	Janet Henning	Christy Lucking	Don Schuller
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Staff Members in Attendance:

Kim Buser, Director; Sonya Williamson, Fiscal Administration; Debra L. Wendelin, Program Support Technician, Sharon Clouse, Surveillance/Data Coordinator; Michele Vana, Grant Manager Team Leader; Johanna Pesante-Daniel, Health Equity, Diversity, and Inclusion Coordinator

New Staff Announcement:

Sharon Clouse, Surveillance/Data Coordinator
Michele Vana, Grant Manager Team Leader
Johanna Pesante-Daniel, Health Equity, Diversity and Inclusion Coordinator

Call to Order:

The meeting was called to order at 8:30 a.m. by President Larry Cerny. Notice of the meeting was given in advance thereof by posting required by law.

Approval of Agenda:

Meeting agenda was reviewed. Motion to approve the agenda by Judy Henning, seconded by Dave Norton. All ayes, motion #1 carried.

Approval of Minutes:

Previous meeting minutes were emailed before the meeting. Motion to approve the minutes by Mark Schoenrock, seconded by Judy Henning. All ayes, motion #2 carried.

Presentation of the Audit for Acceptance:

Kerry Gustafson with Dana Cole & Company, LLP presented the audit report to the Board. Due to our department expending over \$750,000 in federal funds compliance testing is now required. Kim commented that our expanded Healthy Families America (HFA) program is being funded by federal money so we can expect for the next couple of years doing the compliance testing as part of our audit. The final audit report summary remains consistent with prior year's report findings of Segregation of Duties and Financial Reporting Processes. Dave Norton questioned whether our department needs to think about adding additional staff to rectify our inconsistencies. Kerry explained that these are normal findings with over 80% of governmental entities and noted the standards say it would take a fiscal staff of approximately seven (7) people to fully meet the segregation of duties standard. Dave Norton wondered if we have more than one person review our reconciliation statement. Currently Sonya presents the statement to Kim for review. Kim shared with Board members she would take a look at some of these processes and consider what enhancements could be put in place to better segregate fiscal duties. Motion to approve the Public Health Solutions District Health Department June 30, 2021 Audit by Dr. Bruce Kennedy, seconded by Stephanie Knight. All ayes, motion #3 carried.

Financial Reports: Acceptance:

Sonya Williamson presented on the Financial Reports. As we review the Profit & Loss Budget vs. Actual (FY21-22) the top line item (Immunizations-COVID) is a combination of COVID-19 per poke

Minutes of PHSDHD Board of Health Meeting

payment that ended June 30, 2021 (deliverables from March-June were just received) along with our quarterly payment for our supplemental grant. We have not expended any of the per poke dollars as we may still need to use for COVID-19 response.

The Custom Transaction Detail Report includes two months of checks. Contract personnel payments were down during this period but will bump up again with community clinics. Numerous School Kids Immunization Program (SKIP) expenses during this time period. Work began on our conference room technology package update. Larry Cerny wanted further clarification on check #17022 written to JEO for a traffic study at Fillmore Central Public School. Sonya explained this was part of Jen Hansen's walkability grant. The expense was to complete a street study to assess the walkable access to the high school. A review of our mileage reimbursement expenses prompted Dave Bruning to clarify how many vehicles are department owns. Kim explained that we currently have one vehicle (Ford Excursion) which is used for our immunization and emergency response programs. At one time we had a policy that staff that needed to travel for their program would utilize the company vehicle, if available, rather than use their personal vehicle. Due to the cost of owning a vehicle (repairs, etc.) we found it more cost-effective to pay mileage versus getting another vehicle. Motion to approve the financial reports by Mark Schoenrock, seconded by Dave Bruning. All ayes, motion #4 carried.

Amortization Payment: Acceptance:

Kim shared with Board members that our financial position is doing very well at this time. We have funds available to us due to the diversion of staff during the pandemic and are in a position to pay off our \$150,000 amortization payment early. Kim asked for the Board's approval in paying \$50,000 toward our amortization payment. We have been very prudent with funds and even though we could pay the amortization in full, Kim believes we should pay the amortization in segments as we get settled into the new space. This payment would be expended from our infrastructure money. Sonya commented that on page two of the Profit & Loss Budget vs. Actual (FY21-22), Item D, we have this money set aside for department infrastructure. A motion to approve a \$50,000 amortization payment by Mark Schoenrock, seconded by Judy Henning. All ayes, motion #5 carried.

PHS Health Equity Program Report – Johanna:

Johanna Pesante-Daniel, Health Equity, Diversity, and Inclusion Coordinator, presented to the Board current efforts being made within our health equity program. Johanna and her Health Equity Action Team (HEAT) will be distributing a minority needs assessment survey in Saline County. The data from this survey will help develop a Community Health Improvement Plan (CHIP) based on the priorities outlined. We have received in addition to these funds a grant from the Centers for Disease Control (CDC) for health equity work. Kim would like to bring in more critical partners (minorities, individuals with disabilities, the elderly, extremely rural, LGBT community) to be part of our Partners for a Healthy Community steering committee as we look to update our CHIP next year. Mark Schoenrock, who sits on the Board of Blue Valley Community Action (BVCA), feels we should partner with BVCA to maximize our efforts and avoid duplication of services. Stephanie Knight, a board member of the National Association of Behavioral Health Organizations (NABHO), would like Kim to present in front of their board about community needs as identified in the CHIP. Kim will prioritize meeting with local boards in the next couple of months.

Kim has a request to come attend county board meetings and ask for a resolution to encourage COVID-19 vaccinations. Kim asked Board members for their input and political will for this in their respective counties. Mark Schoenrock said he sees no need for a resolution. PHS is actively promoting the message publicly and is leading by example.

Kim indicated to Board members that health directors across the state are struggling with the issue of requiring employees to be vaccinated. Kim will be on a call later today with legal counsel to direct health departments where they fall under President Biden's vaccine mandate. We probably won't be required to have employees vaccinated, but due to the nature of our agency and work-related activity, how does the Board feel on this issue. Mark Schoenrock indicated that BVCA is on hold at this time and isn't making any policy decisions. BVCA is waiting to see what the legal outcome is on the

Minutes of PHSDHD Board of Health Meeting

mandate as Mark sees it going all the way to the Supreme Court. Stephanie Knight feels we need to respect staff anonymity to choose whether to get vaccinated and be open-minded to different ways, it's a personal decision. Fillmore County Hospital is offering 24-hours of Paid Time Off (PTO) or a retention bonus to employees that receive their vaccination. Dave Bruning expressed he felt being in healthcare it is pretty important to get vaccinated and at least wear a mask if you choose not to be vaccinated, everyone has had enough education on knowing what to do and expect. After discussion it is the Board's will at this time to not require a vaccine mandate at PHS.

Kim is attempting to get back on her weekly update emails to the Board. We are focusing on team-building activities to bring staff back together and refocusing on the vision, mission, strategic plan and CHIP to begin moving forward again.

Open Forum:

Tentative training coming up for health departments and their Boards on conducting public meetings in our current pandemic environment.

Kim will send out the 2022 Board of Health Meeting schedule and calendar request.

Two COVID-19-related deaths in our community this last week.

The next Board of Health Meeting (Annual Meeting) is Thursday, January 20, 2022 at 8:30 a.m. in Crete, NE.

Being no further business, the meeting was declared adjourned.

Debra L. Wendelin
Program Support Technician

Minutes of PHSDHD Board of Health Meeting

PUBLIC HEALTH SOLUTIONS

Board Members Roll Call & Roll Call Votes

Meeting Date: November 18, 2021

		MOTIONS																		
Board Members	Roll Call		1		2		3		4		5		6		7		8		9	
	Present	Absent	Yea	Nay																
Dave Bruning	X		X		X		X		X		X									
Larry Cerny	X		X		X		X		X		X									
Dr. Josue Gutierrez		X																		
Janet Henning		X																		
Judy Henning	X		X		X		X		X		X									
Dr. Bruce Kennedy	X		X		X		X		X		X									
Stephanie Knight	X		X		X		X		X		X									
Christy Lucking		X																		
Dave Norton	X		X		X		X		X		X									
Jim Ricketing	X		X		X		X		X		X									
Mark Schoenrock	X		X		X		X		X		X									
Don Schuller		X																		
Totals	8	4	8	0																