

## **PUBLIC HEALTH SOLUTIONS District Health Department**

**Board of Health**

**May 19, 2022**

***Board Members in Attendance:***

Dave Bruning	Larry Cerny	Dr. Josue Gutierrez	Janet Henning
Stephanie Knight	Christy Lucking	Dave Norton	Tim Pickering
Mark Schoenrock	Don Schuller		

***Board Members Absent:***

Judy Henning            Dr. Bruce Kennedy

***Staff Members in Attendance:***

Kim Buser, Director; Sonya Williamson, Fiscal Administration; Debra L. Wendelin, Program Support Technician; Angela Johnson, Health Families America Program Coordinator; Michele Vana, Team Manager/Grants Manager

***Call to Order:***

The meeting was called to order at 8:30 a.m. by President Mark Schoenrock. Notice of the meeting was given in advance thereof by posting required by law. President Schoenrock recognized and thanked Board member Christy Lucking for the effort she made in obtaining gift cards for Public Health Solution staff in recognition of national public health week.

***Approval of Agenda:***

Meeting agenda was reviewed. Director Kim Showalter asked to advance item #6 (Program Report: Healthy Families America) directly after Item #3 (Minutes from Previous Meeting for Approval). Director Showalter requested a separate pull-out request to pay off final amortization amount under Item # 4 (Financial Reports). Motion to approve the agenda by Tim Pickering, seconded by Christy Knight. All ayes, motion #1 carried.

***Approval of Minutes:***

Previous meeting minutes were emailed before the meeting. Motion to approve the minutes by Dave Norton, seconded by Tim Pickering. All ayes, motion #2 carried.

***Program Report: Healthy Families America***

Angela Johnson, Healthy Families America Program Coordinator, and Michele Vana, Team Manager/Grant Manager, presented to Board members on the Healthy Families America (HFA) Program. The program promotes child well-being and prevents the abuse and neglect of children in communities through family-focused support provided in the home.

***Financial Reports: Acceptance:***

Sonya Williamson presented on the Financial Reports. An item to note on the Custom Transaction Detail Report is check #17465 in the amount of \$11,917.75 for the annual renew of our Public Officials Policy. Grant programs are starting their last quarter and spending down funds. We are again sitting very well and nothing out of the ordinary to report. Motion to approve the financial reports by Don Schuller, seconded by Janet Henning. All ayes, motion #3 carried.

***Amortization Payment:*** Director Showalter asked for the Board's approval to pay in full the remaining amortization balance in the amount \$88,063.65. Once this balance is paid off, we are down to just paying rent. Motion to pay our remaining amortization balance by Janet Henning, seconded by Stephanie Knight. Roll call taken. Dr. Josue Gutierrez abstained from the vote. All ayes, motion #4 carried.

## Minutes of PHSDHD Board of Health Meeting

### ***Draft FY 2022-23 Budget for Review:***

President Schoenrock asked Sonya Williamson, Fiscal Administrator, to provide a basic explanation of the acronyms on the report for new Board members. Contract-Other listed in Total Operating Expenses is used to formulate the budget as grant managers have not turned in their budget to funders. LB funds pay staff and expenses and is moved around as a line item. Total FTE's is at 22.5 that includes a vacant HFA home visitor position, a vacant Community Health Worker (CHW) position, and two other positions funded from American Rescue Plan Act (ARPA) dollars. We anticipate the BT contract to be larger this year. We have reached out to other funders to determine what our contracts are going to be. Auditors require us to anticipate what we will get in new grants so totals would increase substantially if we received additional funding. The final budget will be approved at July's Board meeting.

### ***Director's Report:***

Kim expressed gratitude to Board members for the much-appreciated Scooter's gift cards recognizing staff on national public health week.

Kim asked the Board's permission to move the July BOH meeting scheduled for July 21. After discussion, the July meeting will take place on July 28.

Kim informed the Board that we are set to receive approximately \$515,000 in infrastructure through ARPA funds that need to be committed to by December, 2026. Kim explained that she would like to add an Environmental Coordinator and Partners for a Healthy Community Program Manager to the department. Instead of asking counties for financial support, PHS would use this money to enable us to fill both positions eliminating the need to ask our counties for funding. Kim would like to put a plan into place where she visits each county board annually in July to talk about what work PHS is doing, the budget, and what is being prioritized. Utilizing ARPA dollars to establish an Environmental Coordinator position would allow us to get the program up and running while we look for sustainable funding for the future. Having an Environmental Coordinator would enable us to take back functions that are now being outsourced and support programs we already have. We could coordinate efforts with other entities, such as Blue Valley Community Action (BVCA) and the Southeast Nebraska Development District (SEND) to support safe and healthy housing in our communities showing the value of the position. The Partners for a Healthy Community Program Manager would oversee the Coalition and move the group forward bringing all powers together writing grants and leveraging resources for our communities. Kim will provide Board members a structure of what these positions will look like at the July Board meeting.

Kim asked the Board their thoughts on contracting with a local attorney to work on board policy.

Our health equity program is moving forward and is being seen as a progressive move in Nebraska. Kim, Megan and Johanna attended a two-day health equity and access retreat hosted by the Nebraska Department of Health and Human Services (DHHS). Our workplan for next year includes developing our own interpreter training program and offering it to other organizations.

COVID-19 positive cases are going up but we are not concerned as we expected to see fluctuations at this point. Dashboard information has been removed from the PHS website as DHHS is no longer reporting county specific numbers and PHS cannot provide those numbers for four of our five counties due to smaller population.

Staff and county Emergency Managers (EM's) took part in Incident Command System (ICS) training hosted by the University of Nebraska Medical Center (UNMC) at our office on May 9, 2022. EMs came back to our office on May 12 and conducted a site safety assessment with the PHS Safety Team. Our relationship with our county Ems is amazing and we are grateful for their partnership.

## Minutes of PHSDHD Board of Health Meeting

We will utilize our Partners for a Healthy Community group to work through our Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) which are due next year. Kim would like to complete as a joint project i.e., with hospitals so everyone is on the same due date schedule.

On May 5, 2022 PHS hosted “Breakfast with the Senators”. Senator Dorn and Senator Brandt visited our office and Dr. Gutierrez gave them a tour of our building. At the July BOH meeting Board members will be given a formal tour of the building.

### ***Open Forum:***

Stephanie Knight shared with the Board that Fillmore County Hospital (FCH) has closed its inpatient behavioral health unit. Regrettable as it is, the infrastructure available will provide new opportunities to double-down on their local mental health wait list. New areas of growth include pediatric mental health, interpretation, and substance abuse. Stephanie indicated they would like to increase their school footprint and become involved in Parent-Child Interaction Therapy (PCIT). Approximately 90% of individuals with mental health issues visit their primary care provider (PCP) first. FCH would like to pilot a “warm handoff” project with PCT’s by referring patients to trained personnel at the hospital. What are the barriers i.e., for not following your medicine routine or not being able to have good food to eat? Stephanie asked for the Board’s input on helping fill in any gaps they might see so they can put their focus where it matters.

Larry Cerny closed by reflecting on the formation of PHS and how we’ve never had to go to counties in our district and ask for funding. In Larry’s opinion we have built a superior department that provides valuable services to the community. He feels one of the greatest things that has happened for rural communities is that specialists come in from bigger cities to our local hospitals to provide care for patients. Larry commended our local hospitals for a job well done.

**The next Board of Health Meeting is Thursday, July 28, 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: May 19, 2022**

		<b>MOTIONS</b>																		
<b>Board Members</b>	<b>Roll Call</b>		<b>1</b>		<b>2</b>		<b>3</b>		<b>4</b>		<b>5</b>		<b>6</b>		<b>7</b>		<b>8</b>		<b>9</b>	
	<b>Present</b>	<b>Absent</b>	<b>Yea</b>	<b>Nay</b>																
Dave Bruning	X		X		X		X		X											
Larry Cerny	X		X		X		X		X											
Dr. Josue Gutierrez	X		X		X		X		ABSTAINED											
Janet Henning	X		X		X		X		X											
Judy Henning		X																		
Dr. Bruce Kennedy		X																		
Stephanie Knight	X		X		X		X		X											
Christy Lucking	X		X		X		X		X											
Dave Norton	X		X		X		X		X											
Jim Pickering	X		X		X		X		X											
Mark Schoenrock	X		X		X		X		X											
Don Schuller	X		X		X		X		X											
<b>Totals</b>	<b>10</b>	<b>2</b>	<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>9</b>											