

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

**Board of Health**

**January 19, 2023**

### ***Board Members in Attendance:***

Judy Henning            Dr. Bruce Kennedy

### ***Board Members Absent:***

Richard Koch            Tim Pickering

### ***Board Members Attending Virtually:***

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

### ***Staff Members in Attendance:***

Kim Showalter, Director; Sonya Williamson, Fiscal Administrator; Debra L. Wendelin, Program Support Technician

### ***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.

### ***Approval of Agenda:***

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

### ***Approval of Minutes:***

Previous meeting minutes were emailed before the meeting. Motion to approve the minutes by Larry Cerny, seconded by Christy Lucking. All ayes, motion #2 carried.

### ***Financial Reports: Acceptance:***

Sonya Williamson presented on the Financial Reports. An item to note under Profit & Loss Budget vs. Actual (FY22-23) is Program Supplies at 135.03% over budget. Program Supplies comes directly from grant funding and does not affect our general funds. Overall, we are sitting very well and grant budgets are better on target compared to the last two years. Income/Other Grants is 216.03% over budget. Sonya does not designate a specific category for every grant. Grant reimbursements are tied to this line item. You will notice that Vaccine Expense is 140.13% over budget. This total accounts for extra influenza vaccine that we have not sent back yet for reimbursement. Kim asked Board members if they felt it was time to consider setting up an actual reserve account. Extra funds in our Nebraska Public Agency Investment Trust (NPAIT) sweep account could be set aside in a 90-day cash reserve account. We would still have the liquidity and could determine the amount based on how much we need for operating expenses. Motion to activate a reserve account with a minimum 90-day operating cash balance by Judy Henning, seconded by Stephanie Knight. Dave Norton inquired as to whether grantors put a restriction on interest earned and was concerned that we should visit with our auditors as to any restrictions on this type of account. Dave indicated that we should be receiving a safekeeping receipt from NPAIT when pledging securities and have a tracking system in place. Dave felt we should refer to the account as an "investment" account versus a "reserve" account but this would also be something to verify with our auditors. Larry Cerny suggested that with some unanswered questions that we investigate our options for a reserve account before making a motion. Motion to table the decision to activate a reserve account until the next Board of Health meeting by Don Schuller, seconded by Christy Lucking. Nine ayes, one nay, motion #3 carried. Kim will research and provide

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information to Board members at their next meeting (March 16, 2023) on what is available to us as well as discussing with our auditors. Motion to approve financial reports by Dr. Bruce Kennedy, seconded by Judy Henning. All ayes, motion #4 carried.

### ***Election of Officers:***

Current Public Health Solutions Board of Health Officers:

Mark Schoenrock – President

Dr. Josue Gutierrez – Vice-President

Don Schuller – Secretary/Treasurer

Don Schuller shared with the Board that Gage County hasn't at this time approved the appointment of officers. Don didn't feel like this would be an issue but wanted to inform the Board. Mark Schoenrock inquired if any Board member would be interested in an officer's position. Motion by Larry Cerny to accept present Board leadership as currently constituted, seconded by Janet Henning. All ayes, motion #5 approved. Mark Schoenrock abstained from voting.

### ***BOH Bylaws & Board Terms-Review Schedule:***

Kim prepared for Board members a list of term appointments as outlined in the Bylaws of Public Health Solutions. A correction to mention is our physician, Dr. Josue Gutierrez, has a three-year term. The bylaws currently on file are outdated (2008) and we need to come up with a better system. A review and revision of the BOH bylaws will be part of Board Development in 2023. The BOH development timeline for 2023 includes these priority items:

*Define BOH Member Terms & Develop Procedure for Better Tracking* – (January-February)

*Review & Revise BOH Bylaws as needed. Develop Annual Review Procedure* – (January-June)

*Develop a Comprehensive BOH Development Orientation Packet* – (January-April)

*Provide a BOH Orientation Session for Current Members* – (January-April)

*Designate & Orientate a Representative to the State Association of Local Boards of Health (SALBOH)* – (June-October)

*Develop an Online Document System (lessen paper burden)* – (January -December)

Kim asked Board members to review the Bylaws and provide suggestions/ideas. We need to thoroughly review and shore up our procedures.

Kim shared that Monday, January 23, 2023, at 9 a.m. she will present a "State of the Department" to all staff. Kim has provided a Zoom link for any Board member who would like to join us.

### ***BOH Legislative Review Committee:***

Kim would like to develop our BOH Legislative Review Committee again from last year. The perspective you bring on all the things you are involved/interact with and the affiliation you have with other organizations is extremely valuable to Kim and her interaction with bills in the Legislature. This year's BOH Legislative Review Committee members: Dr. Josue Gutierrez, Dr. Bruce Kennedy, Stephanie Knight, Christy Lucking, Mark Schoenrock and Don Schuller. Kim will send out a Doodle Poll to see what standing times work for the group. Mark Schoenrock indicated that the Nebraska Association of County and City Health Officials (NACCHO) meets tomorrow, January 20, for a Legislative review of bills introduced days 1-8 and on Friday, January 27, 2023 to review bills introduced on days 9 and 10.

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

Kim reviewed a few proposed bills of particular interest to public health. She will continue to monitor and work with the Legislative Committee as needed.

The McKinney-Vento Act assists children in homeless situations to gain access to a free and appropriate public education and services. Crete Public Schools has a large number of children who qualify for these services. Kim has reached out to the larger school districts in our five counties and it does not appear there are children qualifying in other parts of the district. She has a couple more

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schools to contact. Public Health Solutions will be offering case management for health care needs to children who qualify for homeless services.

PHS monitored one traveler from Uganda who has a medium-risk exposure to Ebola. The individual has completed the monitor period with no development of symptoms. Uganda has been through two incubation periods with no new cases so the Ebola outbreak is considered over.

COVID-19 is still around. It's hard to determine the level as a lot of testing is being done at home and people are just not saying anything.

Kim asked the Board to be prepared to discuss staff salaries. After a review of other health departments, it appears PHS may be falling into the lower range of what other health departments are paying for certain job positions. We need to take a look at the budget as staff annual evaluations have begun. The cap for raises has usually been between 3-5%. Some staff received a 3% annual raise when the inflation rate is at 8.8%. We need to be competitive and fair to our staff.

Kim and local health directors are starting to plan for an environmental health program across the state.

One of Kim's personal priorities for this year is better communication. Kim will send out weekly update reports to the Board of Health, communicate with county boards to keep them informed, and showcase staff achievements in our district by connecting with county boards to have staff attend meetings and tell their own success story.

Work on the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) with Blue Valley Community Action (BVCA) has begun. Today the Public Health Solution Leadership Team meets to finalize questions for an online survey to be rolled out to the community in February final results in April. A consulting group will put together a report based on these results which will be submitted to our Partners for a Healthy Community steering committee. The steering committee will review the report and decide on what we will want to prioritize over the next three years. We anticipate this to be complete in July.

Kim is set to complete the Clifton StrengthsFinder certification course. Kim shared that there is already some interest among local health directors for the service once she is finished. Motion to approve the Director's Report by Don Schuller, seconded by Larry Cerny. All ayes, motion #6 carried.

### **Open Forum:**

Dr. Bruce Kennedy wanted to inform the BOH Legislative Review Committee that the American Dental Association (ADA) Board of Trustees meets on February 2 to discuss LB358.

*LB358 - Introduced by Senator Walz - State intent to increase dental services reimbursement under the medical assistance program (Medicaid).*

Currently dental Medicaid providers are reimbursed at 45% of the standard fee. LB358 is requesting an increase in the reimbursement rate by 25%. We just don't have the providers available and hopefully bringing up the reimbursement rate we will get more providers on board. Kim shared that the new Medicaid Director has met with local health directors and is engaged in conversation regarding dental and medical needs in the State.

Dr. Josue Gutierrez and Saline Medical Specialties is interested in partnering with Public Health Solutions and a local gym to set up an exercise program for individuals with chronic medical conditions. Considerations include finding funding to support program needs, such as a gym membership.

Dr. Gutierrez would like to conduct a case study of program results to show the effect that exercise can have on individuals who suffer from chronic medical conditions. Kim believes that once UHC establishes their priorities for this year that chronic conditions will be included. Private funding through

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UHC is another option. This is how we funded our Teddy Bear Clinic. Kim suggested that another good place to start is WellCare Nebraska. Kim will follow-up with Dr. Gutierrez.

Don Schuller wanted Board members to know that if they have any questions regarding the Legislature that the Beatrice Chamber of Commerce Government Affairs Committee meets each Friday at 8:15 am during the Nebraska's Legislative Session at Carnegie Building in Beatrice. Senator Dorn is usually in attendance and Don would be happy to ask questions and relay comments back to the Board. Don said the meeting is open to all Chamber of Commerce members and can also be attended virtually. Chamber members looking for a meeting place can utilize the Carnegie Building for free.

**The next Board of Health Meeting is Thursday, March 16, 2023 at 8:30 a.m. in Crete, NE**

Being no further business, the meeting was declared adjourned.

Debra L. Wendelin  
Program Support Technician

**PUBLIC HEALTH SOLUTIONS**

**Board Members Roll Call & Roll Call Votes**

**Meeting Date: January 19, 2023**

		<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>																
Larry Cerny	X		X		X		X		X		X		X							
Dr. Josue Gutierrez	X		X		X		X		X		X		X							
Janet Henning	X		X		X		X		X		X		X							
Judy Henning	X		X		X		X		X		X		X							
Dr. Bruce Kennedy	X		X		X		X		X		X		X							
Stephanie Knight	X		X		X		X		X		X		X							
Richard Koch		X																		
Christy Lucking	X		X		X		X		X		X		X							
Dave Norton	X		X		X		X		X		X		X							
Tim Pickering		X																		
Mark Schoenrock	X		X		X		X		X		X		Abstain							
Don Schuller	X		X		X		X		X		X		X							
<b>Totals</b>	<b>10</b>	<b>2</b>	<b>10</b>	<b>0</b>	<b>9</b>	<b>0</b>														