

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

March 30, 2023

Board Members in Attendance:

Larry Cerny	Janet Henning	Judy Henning	Dr. Bruce Kennedy
Stephanie Knight	Richard Koch	Christy Lucking	Tim Pickering
Mark Schoenrock	Don Schuller		

Board Members Absent:

Dr. Josue Gutierrez Dave Norton

Staff Members in Attendance:

Kim Showalter, Director; Sonya Williamson, Fiscal Administrator; Debra L. Wendelin, Administrative Program Assistant

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.

Board Member Introduction:

Welcome to our new Board of Health member, Richard Koch, Thayer County Commissioner.

Approval of Agenda:

Meeting agenda was reviewed. Motion to approve the agenda by Janet Henning, seconded by Don Schuller. 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 Judy Henning. All ayes, motion #2 carried.

Financial Reports: Acceptance:

Sonya Williamson presented on the Financial Reports. Overall, we are sitting very well in the final quarter of our fiscal year with no unusual purchases to mention. An item to note under Profit & Loss Budget vs. Actual (FY22-23) is Program Supplies is \$25,082.62 over budget. Program managers with grants that are underspent are working with grant funders and have received no-cost extensions to spend down funds. Grant activities have shifted somewhat to another line item to get the funds spent. These adjustments are made to make the grant balance as no grant is ever left overspent. Our office cleaning group had previously been hired through Dr. Gutierrez. We have decided to contract with our own cleaner with a minor cost difference to the budget. The payment for a new server that was purchased this month will show up on the March-April Custom Transaction Detail Report at May's Board of Health meeting. Our vaccine expense will be decreasing with flu season almost over.

Tim Pickering asked for clarification regarding check #18174 in the amount of \$8,706.01 on the Customer Transaction Detail Report payable to U.S. Bank. Individual staff members who have been authorized a purchase card usually have a single \$250 purchase limit with a \$500 monthly purchase limit (can be higher or lower, depending on specific staff needs and usage). U.S. Bank issues individual statements which staff use to match up their receipts to purchases and then turn in to Sonya. One master statement is issued to include all balances and is paid by one check for the total. Kim mentioned to Board Members that she will have more information to present at the May meeting regarding prior discussion to establish a separate reserve account. Motion to approve financial reports by Stephanie Knight, seconded by Tim Pickering. All ayes, motion #3 carried.

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Language Access Plan and Policy: Approval:

Johanna Pesante-Daniel, our Health Equity, Diversity & Inclusion Coordinator, and Public Health Solutions (PHS) are leading the way in health equity across the state. PHS is committed to establishing and maintaining practices to ensure access to our services and programs are accessible to persons with limited ability to communicate in the English language thereby maintaining dignity and respect for all individuals. The Policy and Procedures for Communication with Persons with Limited English Proficiency has been reviewed by our law firm, Cline, Williams & Wright. Our policy will be shared with other health departments in the State and become part of our new employee orientation package along with training for all staff. Motion to approve the Policy and Procedures for Communication with Persons with Limited English Proficiency by Stephanie Knight, seconded by Janet Henning. All ayes, motion #4 carried.

Director's Report:

Kim asked for the Board's consideration in reviewing staff salary increase guidelines. Currently staff receive merit performance increases based on an employee's annual performance evaluation with a cap of no more than 3% up to 5% when approved by Kim. Considering the cost of living and wage increases being based on performance, we are not keeping up with the rate of inflation. Kim suggested a standard cost of living increase for everyone and then up to a 3% increase based on performance adjusted annually eliminating the salary line. Tim Pickering felt a 4% cost of living increase would help us remain competitive with a maximum 3-5% raise increase based on merit performance. The Board would review annually taking into consideration our budget and the cost-of-living percentage at that time. Motion to approve a 4% cost-of-living salary increase with a maximum ~~3~~-5% raise increase based on merit performance eliminating the total salary cap for fiscal year 2023-2024 by Tim Pickering, seconded by Stephanie Knight. All ayes, motion #5 carried.

Kim is working on a Board of Health orientation package. Kim asked Board members if they would be willing to stay after May's board meeting until noon and begin to work on board development. Kim is anticipating bringing in a speaker from the University of Nebraska-Medical Center (UNMC) to present on the important role of Boards of Health. Lunch will be served. A calendar request will be sent out after the meeting.

Larry Cerny, Janet Henning, Christy Lucking, and Stephanie Knight volunteered to be sub-committee members to assist Kim on Board of Health bylaw revisions. Sub-committee members will meet via Zoom and have a draft ready to present at the May Board of Health meeting.

We are working on restructuring our clinical services program. Dr. Gutierrez, along with our nurse, Kate Lange, had provided medical supervision through our Healthy Community Alliance Clinic to adults with chronic health conditions that were either uninsured or had no access to health insurance coverage. THRIVE, our new wellness and case coordination service set to launch May 1, 2023, will combine many of the services already offered at PHS but will be part of a larger, more targeted effort to improve individual wellness and healthcare access. Services that are being planned to offer through the THRIVE program include; nurse case management for chronic health conditions, nurse case management twice a month for children who qualify for the McKinney-Vento educational program (children who meet the qualifications as homeless – not having a stable and consistent place you stay every night), immunizations, dental services, wellness offerings such as Living Well With Chronic Conditions courses, Tai Chi, nutritional education, wellness offerings that increase socialization and health such as walking clubs and social connection groups, the Teddy Bear Clinic and a new clinic being considered by our Healthy Families America (HFA) team that will serve as a "Mom and Baby" regularly scheduled drop-in clinic. Several of our HFA family support specialists have completed the training and are now certified lactation consultants. The new clinic would support new mothers who can bring their babies to be weighed and speak with one of our certified lactation consultants on issues

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that arise, find tips on newborn/early development milestones, etc. Stephanie Knight thought it would be beneficial to include a mental health component to THRIVE. Not all services offered through THRIVE will be free. A sliding-fee scale will be utilized for wellness services. We have found that if an individual has a monetary commitment in something it provides creditability that they will continue to participate. Kim hopes that THRIVE becomes successful enough that we can procure funding for additional nurses for case management across the PHS district.

We have a new program supporting our long-term care (LTC) facilities to fit test their staff who are required to wear N95 masks. Two PHS nurses have completed the required training and have the equipment to begin testing.

Our immunization clinics have been seeing a large influx of Cuban immigrants. Because many of them have Medicaid, PHS is unable to provide free vaccine. After several months of providing private vaccine, we have learned that we are not getting reimbursed for those immunizations. We have now implemented a vaccine fee schedule and will continue to offer immigration vaccines, but individuals will now have to pay for them. We currently outsource our billing to a third party. We are concerned that they are not always capturing all the reimbursement we could be getting. This, combined with staff not fully understanding what we can submit, is having us contemplate a few different options to include changing to another billing company, hiring a billing person in-house, or work with a healthcare provider in town and slide through them.

Kim apologized to Board members who volunteered as part of a Legislative committee to work with her in reviewing public health-related bills coming before the Legislature. Next year we will meet a few months in advance before the Legislature is back in session.

A bill is being presented in the Legislature to increase home visitation funding across the state. Our Healthy Families America (HFA) program was asked to provide a parent(s) to testify on how services offered through the HFA program have benefitted their family. Our HFA accompanied the parents and their child to the Legislature last Friday.

Every three years our health department is required to complete a Community Health Assessment (CHA) gathering survey data on what individuals in our district see as top health priorities. A contracted consulting group will put together a report based on survey results which is submitted to our regional steering committee, Partners for a Healthy Community. The steering committee will review the report and decide on what we will want to prioritize over the next three years. The regional steering committee will break into sub-groups moving the needle on these priorities in our district. Prior priorities included health equity, safe and thriving communities, mental health, and prevention/management of chronic disease. The CHA electronic survey is now open. We were disappointed to discover that the survey was the source of a hacker or hacker group who submitted hundreds of surveys that were bogus. We are working in partnership with Blue Valley Community Action (BVCA) on the CHA so hopefully we will get more valid surveys completed. Johanna has a team to work with people in person who do not have the access or ability to complete the survey. The survey ends April 9, 2023. Partners for a Healthy Community will meet in July at a Community Health Summit to complete the process. Kim informed Board members that if they receive an email regarding a key informant interview to please respond.

Dental Day is April 14, 2023. Children 5-12 years of age are eligible. We will work with UNMC to host a mini dental day clinic for high school students in our district who do not fall within the age limit.

Kim will continue her PHS updates every two weeks. Board members complimented Kim on her updates and stressed how beneficial the updates were to them to see what PHS staff are doing in our communities.

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Every other Monday staff meet for training. Kim will send at a Zoom invite to Board members who would like to participate.

Open Forum:

Stephanie Knight shared with Board members data supportive of Fillmore County Hospital's decision one year ago to close their inpatient behavioral health care unit. The COVID-19 pandemic increased momentum in the discussion about public health. Hospitals are hesitant to hire mental health practitioners, but hospitals are a great place to have that person live, see what the communities need, and work with different agencies. It also reduces the stigma associated with reaching out for mental health support as you are entering a hospital versus a mental health facility.

Our Rooted in Relationships program (early childhood emotional/social development) is expanding to Fillmore County. Families that have participated in parent/child interaction therapy have shared that the trajectory of their child had changed significantly.

Kim provided a virus update to Board members. A small outbreak of the Marburg virus has been reported in Equatorial Guinea. The Marburg virus, which is similar to Ebola, is spread by contact of bodily fluids of an infected person and has a 90% mortality rate. The Centers for Disease Control (CDC), the Department of Health and Human Services (DHHS), and the World Health Organization (WHO) are watching the situation very closely. We weren't so concerned about it since it was concentrated in this small village, but now we have seen it travel to Tanzania. When they have a virus like this, they can actually now look at DNA to see where the virus came from to determine if it is genetically linked to the Equatorial Guinea outbreak. If they determine that the virus in Tanzania is linked to the virus in Equatorial Guinea, we will start issuing travel advisories because we don't want that getting out.

Mark Schoenrock stressed the importance of having our cyber security in place after Fairbury government offices received a threat to their computer system. We need to look at what we are doing in our respective organizations and make sure we are adequately protected. Kim informed Board members that PHS uses Network Consulting Services (NCS) for our IT services. We will soon be going to secondary authentication (dual log in) for staff. PHS just renewed their annual insurance policy and added cyber security protection.

Dr. Kennedy relayed that the Mission of Mercy is now defunct. The Nebraska Dental Association is looking at a model of smaller local missions utilizing senior dental students to participate with supervision.

Christy Lucking reminded Board members that the week of April 3-9 is National Public Health Week. Christy volunteered to spearhead efforts to recognize PHS employees and asked for suggestions on what we want to do. Stephanie Knight said she knows of someone who makes gluten free cookies that could be decorated to correspond with the event. Christy brought "thank you" cards for all Board members to sign that will be included with what is decided for the employee recognition.

The next Board of Health Meeting is Thursday, May 18, 2023, at 8:30 a.m. in Crete, NE

Being no further business, the meeting was declared adjourned.

Debra L. Wendelin
Administrative Program Assistant

PUBLIC HEALTH SOLUTIONS

Board Members Roll Call & Roll Call Votes

Meeting Date: 03-30-2023

Board Members		MOTIONS																		
		Roll Call		1		2		3		4		5		6		7		8		9
	Present	Absent	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay	Yea	Nay
Larry Cerny	X		X		X		X		X		X									
Dr. Josue Gutierrez		X																		
Janet Henning	X		X		X		X		X		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									
Richard Koch	X		X		X		X		X		X									
Christy Lucking	X		X		X		X		X		X									
Dave Norton		X																		
Tim Pickering	X		X		X		X		X		X									
Mark Schoenrock	X		X		X		X		X		X									
Don Schuller	X		X		X		X		X		X									
Totals	10	2	10	0	10	0	10	0	10	0	10									