

PUBLIC HEALTH SOLUTIONS District Health Department

Board of Health

November 16, 2023

Board Members in Attendance:

Larry Cerny	Janet Henning	Judy Henning	Stephanie Knight
Dr. Bruce Kennedy	Christy Lucking	Don Schuller	

Board Members Absent:

Richard Koch	Tim Pickering
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Board Members Attending Virtually:

Dr. Josue Gutierrez	Mark Schoenrock
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Staff Members in Attendance:

Kim Showalter, Director; Sonya Williamson, Fiscal Administrator; Debra L. Wendelin, Administrative Program Assistant, Michele Vana, Clinical Services Manager, Angela Johnson, HFA Program Manager, Chelsea Carrera, Dental Program Coordinator

Call to Order:

The meeting was called to order at 10:00 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 Stephanie Knight, seconded by Janet 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 Judy Henning. All ayes, motion #2 carried.

Presentation of the Audit for Acceptance:

Kary Gustafson with Dana Cole & Company, LLP presented the audit report to the Board. An item to note on the preliminary draft is wording is now standardized and includes an unmodified opinion of our financial statement and expands verbiage in auditor's responsibility. Due to our department expending over \$750,000 in federal funds a single audit was performed. The final audit report summary remains consistent with prior year's report findings of Segregation of Duties and Financial Reporting Processes. Motion to approve the Public Health Solutions District Health Department Audit by Stephanie Knight, seconded by Dr. Bruce Kennedy. All ayes, motion #3 carried.

Financial Reports: Acceptance:

Sonya Williamson presented on the Financial Reports. The Profit & Loss Budget vs. Actual (FY23-24) reflects we are sitting good in the first quarter of the new budget year with all grants on track. One item to note is the American Rescue Plan Act (ARPA) grant dollars will expire in December, 2024. We are preplanning next year's budget and need to tighten up as these funds won't be available. We have been fiscally conservative as we knew this was going to happen so we have money sitting there. The Custom Transaction Detail Report shows nothing out of the ordinary. In the near future we will see expenses coming through for the COVID-19 vaccine. Check #18791 in the amount of \$53,370.95 was a spend down of Healthy Families America (HFA) funds that was used to remodel the Beatrice office. The remodel included installation of new work stations that will provide confidentiality for staff and their clients. As we look at the Profit & Loss Budget vs. Actual (FY23-24) we need to keep in mind that a grant year is different than our fiscal year. Grant managers can front load or back load expenses.

Minutes of PHSDHD Board of Health Meeting

Payments received as reimbursement for expenses submitted in June come in July/August as income when we submit the final payment. Motion to approve the financial reports by Stephanie Knight, seconded by Dr. Bruce Kennedy. All ayes, motion #4 carried.

Open Forum with Senators Brandt and Dorn:

Senator Brandt and Senator Dorn provided Board of Health members and PHS staff with legislative updates.

Closing Comments:

Dr. Bruce Kennedy noted that the Nebraska Department of Veteran's Affairs Mission of Mercy dental event for military veterans and spouses on October 7 and 8th in Yutan, Nebraska served over 500 veterans and their families.

Kim will email out calendar requests to Board members for 2024.

Happy Holidays!

The next Board of Health Meeting is Thursday, January 18, 2024, at 10 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: 11-16-2023

		MOTIONS																		
Board Members	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											
Dr. Josue Gutierrez	X		X		X		X		X											
Janet Henning	X		X		X		X		X											
Judy Henning	X		X		X		X		X											
Dr. Bruce Kennedy	X		X		X		X		X											
Stephanie Knight	X		X		X		X		X											
Richard Koch		X																		
Christy Lucking	X		X		X		X		X											
Tim Pickering		X																		
Mark Schoenrock	X		X		X		X		X											
Don Schuller	X		X		X		X		X											
Totals																				