

Sarpy/Cass Department of Health & Wellness  
Board of Health Meeting  
June 25, 2012

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Board President, Jane Nitchals, called the meeting to order at 5:40p.m. at the offices of the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

**Roll Call:**

Erin Ponec, Acting Recorder

**Roll call states as follows:** John Baroni – not present (arrived at 5:55 p.m.); Dale Davenport – not present; Dr. John Harris – not present (arrived at 5:55 p.m.); Dr. Matt Neumann – present; Jane Nitchals – present; Vicky Roberts – present; Dr. Jeffrey Strohmyer – present; Dale Tedder – present; Jim Warren – not present.

**Staff Present:** Dianne Kelly, Health Director; Erin Ponec, Acting Recorder;

**Guests Present:** Auditor candidate, Jack Lengemann, Lengemann & Associates, P.C.; Auditor candidate(s): Jerry O'Doherty and Darren Osten, CPA's, Seim Johnson, P.C. (arrived at 6:45 p.m.); Esther Ramos, student, Clarkson College of Nursing.

**Approval of Agenda**

**Per the Open Meetings Act the agenda may not be altered after 24 hours prior to the meeting, unless an emergency arises.**

Tedder moved, seconded by Roberts to approve the agenda as submitted. Roll call states as follows: Baroni – not present; Davenport – absent; Dr. Harris – not present; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Dr. Strohmyer – aye; Tedder – aye; Warren – absent.

**Approval of Meeting Minutes**

Roberts moved, seconded by Dr. Neumann to approve the March 26, 2012 minutes as submitted. Roll call states as follows: Baroni – not present; Davenport – absent; Dr. Harris – not present; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Dr. Strohmyer – aye; Tedder – aye; Warren – absent.

**Auditor Candidate: Jack Lengemann, CPA**

Mr. Lengemann has previously met with Kelly and Ponec. They have explained the audit needs of the Department and Lengemann and his staff are fully capable of handling the audit of the SCDHW. The fee for one year will be \$5,000; multi-year will be \$4,500. A vote will be made later in the meeting.

**Auditor Candidate: Jerry O'Doherty, CPA, & Darren Osten, CPA, Seim-Johnson (presented later in the meeting)**

Both O'Doherty and Osten presented to the BOH the services that Seim-Johnson offers as an auditing firm. The fee for their services is \$6,500, with a 4% increase each year after that.

The BOH appreciated both firms attending and presenting their respective firms services. After discussion, the BOH agrees that both firms are equally qualified; however, for monetary purposes the BOH decided to use the firm of Lengemann & Associates, P.C. for the Department annual audit.

AMMENDMENT: to the original motion: The BOH would like to engage Lengemann & Associates for the next three years.

Tedder moved, seconded by Baroni. Roll call states as follows: Baroni – not present; Davenport – absent; Dr. Harris – not present; Dr. Neumann – not present; Nitchals – aye; Roberts – aye; Dr. Strohmyer – aye; Tedder – aye; Warren – absent.

### **Treasurer's Report**

Tedder moved, seconded by Dr. Harris to approve treasurer's report as submitted. Roll call states as follows: Roll call states as follows: Baroni – not present; Davenport – absent; Dr. Harris – not present; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Dr. Strohmyer – aye; Tedder – aye; Warren – absent.

### **Director's Report**

Kelly reported the following:

There has been a good response to the Emergency Response Specialist position. Kelly and Nancy Braswell will do the initial interviews and then ask a BOH member to be present for the final interviews.

Kelly, Ponc and Jenny Steventon, Environmental Health Coordinator, attended a two day conference in Grand Island, NE, presented by HHS and the University of North Carolina. Roberts will also be on this team, of learning how to write a business plan for public health. The focus of the SCDHW business plan is on in-home lead levels. Kelly pointed out that this plan may not work due to equipment costs, but that will be determined through the feasibility plan that is in the process of being written.

### **Other Business**

#### **Strategic Plan:**

Kelly met with the Executive Committee to review strategic plans from other public health departments from around the Nebraska and other states. The Department is guided by ten essential services that are to be addressed. After discussion with the Executive Committee, they decided that a good strategic plan would be to focus on these ten essential services. They elaborated to include goals to work towards the ten essential services over the next few years. They decided the following:

- Develop a plan to improve elder care in Sarpy/Cass

- Attain National accreditation by 2017

- Expand the Emergency Response Program

- Expand community partnerships to expand on risky behaviors

Kelly was asked to gather staff input regarding these four points and then report back to the BOH and they will move forward from that point.

Tedder moved, seconded by Roberts to approve this strategic plan. Roll call states as follows: Baroni – not present; Davenport – absent; Dr. Harris – not present; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Dr. Strohmyer – aye; Tedder – aye; Warren – absent.

### **Standing Committee Reports**

A) **Nomination Committee:** Dr. Neumann's term is close to expiring; will be voted on at the next meeting.

B) **Policy Committee:** Nothing to report

C) **Personnel Committee:** Nothing to report

D) **Program Committee:** Discussed the strategic plan in other business.

E) **Medical Director's Report:** New TB case; pertussis cases have been resolved.

**Public Input**

None

**Information**

**A) Announcements:** None

**B) Correspondence:** None

**C) Next Meeting: August 27, 2012, 5:30 p.m. at the offices of the Sarpy/Cass Department of Health & Wellness, located at 701 Olson Drive, Ste. 101, Papillion, NE 68046**

**Executive Session:**

NA

**Adjournment**

The meeting was adjourned at 7:15 p.m. by consensus. No roll call taken.

ATTEST:

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Jane Nitchals, President  
Sarpy/Cass Board of Health

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Matt Neumann, DDS, Secretary/Treasurer  
Sarpy/Cass Board of Health