

**Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
October 26, 2015**

Board President, Dr. John Harris, called the meeting to order at 5:45 p.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: Ruth Cover – present; Linda Finney – present; Demetria Geraldts – present; Dr. John Harris –present; Dr. Matt Neumann – not present (arrived just after 5:45 p.m.); John Sheehan – excused; Dr. Jeffrey Strohmeyer – present; Jim Thompson – present; John Warsing – present.

Staff Present: Shavonna Lausterer, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder.

Guests Present: Pat Lopez, Friends of Public Health; Margaret Brink, Chairperson, Nebraska State Association of Local Boards of Health (SALBOH).

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.

Dr. Strohmeyer moved, seconded by Thompson to approve the agenda as submitted. Roll call states as follows: Cover – aye; Finney – aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – excused; Dr. Strohmeyer – aye; Thompson – aye; Warsing – aye.

Treasurer's Report:

Warsing moved, seconded by Finney to approve the treasurer's report as submitted. Roll call states as follows: Cover – aye; Finney – aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye; Thompson – aye; Warsing – aye.

Margaret Brink, SALBOH Chairperson and Pat Lopez, Friends of Public Health

Brink informed the BOH about what SALBOH was and how it can be beneficial for local Boards of Health to be active with the organization. One BOH member would be needed to participate on bi-monthly conference calls.

Cover volunteered to participate in the bi-monthly calls.

Director's Report:

Lausterer reported the following:

Results received from the Nebraska Behavioral Risk Factor Surveillance System 2014. Lausterer will send out data to anyone interested.

Dr. Kahn, Dean, College of Public Health at UNMC and Brandon Grimm, Director, Office of Public Health Practice, will visit the department on December 10th from 1-2 p.m. Ruth Cover and John Sheehan will attend. Lausterer would like all BOH members to join if they are able.

Dale Tedder and Monica Ulses attended an exercise put on by the CDC at the Nebraska Poison Center. The flu on-call system was being tested. There they found out that Walgreens and the US Department of Health and Human Services are partnering to offer vouchers for free influenza vaccines for those who are uninsured or underinsured adults. We did receive 10 vouchers.

The Inter-Cultural Center was interested hosting a foot care clinic. Lausterer did discuss this with the Dr. Pour, Director, Douglas County Health Department because the location is in their jurisdiction. Dr. Pour gave her full support for SCDHW to provide this service not only at the Inter-Cultural Center, but any other location in Douglas County.

Jenny Steventon and Monica Ulses both celebrated 10 years of service. Jane Husz resigned from her position as the Safe Kids Coordinator.

The position for a Public Health Nurse will be open. This position will provide assistance to Ulses with disease investigations. This position would also take over school surveillance and possibly help with the foot care clinic. It would benefit the department to hire a full time health educator to coordinate the Safe Kids program and also help with data analysis.

We have contracted with our current payroll company, PayrollMaxx to create a new electronic timekeeping system.

Lausterer discussed with the BOH the option for her to change the verbiage in the personnel manual in order to update policies accordingly.

Warsing moved, seconded by Dr. Neumann to allow Lausterer the authority to change the policies as needed and update the personnel committee on any changes. Roll call states as follows: Cover – aye; Finney – aye; Gerald – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye; Thompson – aye; Warsing – aye.

Administrative Updates:

Per Lausterer, we have received the following grant funds:

\$22,000 for VetSET; \$13,270 from NACCHO for strategic planning and funding for accreditation support grant that will go towards the Community Health Improvement Plan (CHIP).

Lausterer added that Steventon wrote both grants for NACCHO and the CHIP.

A facilitator has been secured for the strategic planning session. She has given two dates that would work for both staff and the BOH to meet. It was decided by the BOH to meet on January 9th from 8 a.m. – 12 p.m.

Other Business:

Nothing to report

Standing Committee Reports:

Nomination Committee: Nothing to report

Policy Committee: Nothing to report

Personnel Committee: Nothing to report

Program Committee: Nothing to report

Medical Director's Report: Dr. Strohmyer gave kudos to both Ulses and Steventon for an excellent job on disease surveillance.

Public Input:

None

Information:

Announcements: None

Correspondence: None

Next Meeting: January 25, 2016, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

Executive Session:

Thompson moved, seconded by Dr. Neumann to move into Executive Session at 7:10 p.m. Roll call states as follows: Cover – aye; Finney – aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye; Thompson – aye; Warsing – aye.

Thompson moved, seconded by Dr. Strohmeyer to adjourn out of Executive Session at 7:20 p.m. Roll call states as follows: Cover – aye; Finney – aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye; Thompson – aye; Warsing – aye.

Per Dr. Harris, it was decided that he would write the performance evaluation for Steventon. Also, Lausterer's request will be sent back to the personnel committee.

The BOH was in consensus on both items. No roll call was taken.

Adjournment:

Thompson moved, seconded by Dr. Strohmeyer to adjourn the meeting at 7:21 p.m. Roll call states as follows: Cover – aye; Finney – aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye; Thompson – aye; Warsing – aye.

ATTEST:

Dr. John Harris, President
Sarpy/Cass Board of Health

John Sheehan, Secretary
Sarpy/Cass Board of Health