



701 Olson Drive, Suite 101, Papillion, NE 68046 | 402-339-4334 | FAX 402-339-4235

**Board of Health Meeting Minutes
September 18, 2017**

Board President, Dr. John Harris, called the meeting to order at 5:30 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; Demetria Geraldts – present; Dr. John Harris – present; Janet McCartney – present; Gary Mixan – not present (arrived at 5:40 pm); Dr. Matt Neumann – not present (arrived at 5:35 pm); John Sheehan – excused; Dr. Jeffry Strohmeyer – present.

Staff Present: Jenny Steventon, Interim Director; Erin Ponec, Office Manager.

Guests Present: Allie Jepsen, 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.

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

Approval of Meeting Minutes:

Dr. Strohmeyer moved, seconded by McCartney to approve the July 24, 2017 meeting minutes as submitted. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – not present; Dr. Neumann – not present; Sheehan – excused; Dr. Strohmeyer – aye.

Treasurer's Report:

Approve budget for FY 2017-2018

McCartney moved, seconded by Geraldts to approve the budget for FY 2017-2018. Roll call states as follows: Cover – nay; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – not present; Dr. Neumann – not present; Sheehan – excused; Dr. Strohmeyer – aye.

Interim Director's Report:

See full report at the end of the meeting minutes.

Steventon requested the BOH to approve updating the Inter-local agreement with Sarpy and Cass Counties to reflect the department's name change to Sarpy/Cass Health Department.

Dr. Harris moved, seconded by Geraldts to approve updating of the Inter-local agreement. Roll call states as

follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – not present; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye.

Cost of Living

The BOH would like more research done into what other State and County entities elect. Table until the next meeting.

Other Business:

Dr. Harris and Dr. Neumann have met with Tonee Gay of the Midlands Community Foundation; more to come.

Standing Committee Reports:

Nomination Committee: Cover will not seek another term. A notice for a Cass County representative will be placed in the local publications.

Finance Committee:

Approve renewals for the following insurance: Dental, Life, LTD, AD&D:

Dr. Harris moved, seconded by McCartney to approve insurance renewals. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye.

Approve cost of \$5,698.00 for Professional Liability insurance renewal:

Cover moved, seconded by Dr. Harris to approve professional insurance renewals. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye.

Approve cost of \$17,523.31 for Management Liability insurance renewal:

Dr. Harris moved, seconded by Geraldts to approve professional insurance renewals. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye.

Policy Committee: BOH by-laws; table to the next meeting.

Personnel Committee: Will be discussed in Executive Session.

Program Committee: Nothing to report

Medical Director's Report: Nothing to report

Public Input:

None

Information:

Announcements: Thank you to Ruth Cover for her service and dedication during her term on the Board.

Correspondence: None

Next Meeting: November 27, 2017, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

Executive Session:

Dr. Harris moved, seconded by Mixan to adjourn into Executive Session at 6:10 p.m. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmyer – aye.

Dr. Harris moved, seconded by McCartney to move out of Executive Session at 6:45 p.m. Roll call states as follows: Cover – aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Kelly (proxy for Mixan) – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye.

Proceed with the Personnel Committee’s recommendation to offer the position of the Health Director to Sarah Schramm.

Grimm moved, seconded by Mixan. Roll call states as follows: Cover – abstain; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye.

Dr. Neumann moved, seconded by Mixan to start salary for new health director at \$91,000/year. Vacation accrue at the rate of 4.923 hours per pay period or 16 days per year . Roll call states as follows: Cover – nay; Geraldts – aye; Dr. Harris – aye; McCartney – nay; Mixan – aye; Dr. Neumann – aye; Sheehan – excused; Dr. Strohmeyer – aye.

Adjournment:

Dr. Harris moved, seconded by Mixan to adjourn the meeting at 7:00 p.m. BOH approved by consensus. No roll call taken.

ATTEST:

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

John Sheehan, Secretary
Sarpy/Cass Board of Health

BOH Director’s Report
July 24, 2017
(Reporting Period May 2017 – June 2017)

- NALHD hosted a meeting with 17 health directors and DHHS Public Health Division senior administrators, auditor and attorney to discuss LHDs concerns related to

contracts and grants. A follow-up meeting is scheduled on July 21st.

- Attended a presentation on the State of Sarpy County. Commissioner Kelly gave a summary at the last BOH meeting.
- Participated in a 2-day Nebraska Health Policy Short Course sponsored by UNMC College of Public Health. Objectives for the course: Understanding the components of the policy making process; Identify tools used to choose the most effective policy solutions; Explore individual and collaborative efforts for influencing the policy making process; Discuss best practices for effective health policy.
- Gbadero Yerokun and I attended a presentation on the Community Health Endowment of Lincoln Place Matters Community Mapping Project to learn how to collect data, make it visual, look for patterns and draw conclusions.
- Jenny Steventon, Gbadero Yerokun, Arlene Williams and I attended the 1st Annual Nebraska Chronic Disease Summit in LaVista. The summit featured national, state and local speakers highlighting current efforts toward preventing and controlling heart disease, diabetes and obesity.
- Attended a workshop sponsored by the Nonprofit Association of the Midlands “Be Bold! The Legal Rules for Advocacy that Every Non-Profit Should Know”. The workshop provided a clear understanding of how to maximize advocacy, the kinds of advocacy activities 501 (c)(3)s can engage in, when a communication is considered lobbying, best practices for talking to funders about advocacy, and how to remain nonpartisan while engaging in election-related activities.
- Staff conducted a Nutrition Environment Measures Survey assessment of retail food outlets to observe access to healthy foods in Sarpy County. The assessment was funded by the Iowa West Foundation in partnership with United Way of the Midlands, NE Grocery Industry Association and SCHED.

Legislative /County Update

- Tobacco Free Cass County announced that both Greenwood and Elmwood Village Boards passed tobacco free park resolutions this year. This makes 3 villages within Cass County that now have a tobacco-free park policy. The Village of Louisville was the first to enact a tobacco-free policy that went into effect in November of 2010. **(Attachment 1)**

Personnel/Policy/Department Changes
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- Health Director resigned, effective August 31, 2017.
- Gbadero Yerokun was accepted into the Great Plains Leadership Institute. It is a year-long competency based training program designed for established and emerging leaders in organizations whose primary mission is to improve the health and well-being of populations and communities.

Financial Updates

- Explored funding options with Brenda Carlisle through two foundations, Midlands Community Foundation and Lift Up Sarpy. **(Attachment 2)**
- Awarded \$4,940.00 Susan G. Komen grant to increase breast cancer screening for rural, minority, and refugee women aged 50-75 residing in Sarpy and Cass counties by providing transportation assistance to and from screening appointments for 45 women enrolled in the *Every Woman Matters* program.
- Awarded \$5,950.00 for the Making Connections Grant to continue outreach to veterans and their families.
- Received a total of \$600.00 in donations for the Safe Kids Program:
 - \$500.00 Plattsmouth Lions Club
 - \$100.00 Bellevue Cars of Bellevue
- Applied for funding (up to \$100,00) Phase I from the Aetna Foundation Cultivating Healthy Communities grant to support activities to prevent and reduce exposures to environmental health hazards through enhanced surveillance, testing, and public awareness campaigns. ***Not selected to move forward to Phase II.***

Strategic Planning (SP) & Community Health Improvement Plan (CHIP)

- Strategic Planning- Action plan draft complete for review. **(Attachment 3)** Final version presented at the next BOH meeting for a vote to adopt.
- Contracted with LaShaune Johnson, PhD, Assistant Professor, Master of Public Health Program at Creighton University to write the CHIP report. ***Report pending***

Public Health Activity Report

2017

New Cases of Reportable Diseases

Disease	J	F	M	A	M	J
Animal bite exposure		2			5	8
Aseptic meningitis	2			2	1	
Campylobacteriosis		5		1	3	2
Cryptosporidiosis		1			1	
Ehrlichiosis						1
Giardiasis		4	1	1	1	
Group A Strep	1	2	1			
Group B Strep		1		2		1
Haemophilus influenzae					1	
Hepatitis A, acute			1			
Hepatitis B virus infection		1	1	3		1
Hepatitis C virus infection	2	5	5	3	10	7
Hepatitis C, acute	1			7		
Histoplasmosis		1			2	1
HUS				1		
Influenza	1					
Kawasaki Disease	1	1	1			
Lead poisoning			1	4	1	5
Legionellosis			9			1
Lyme Disease				1	1	1
Measles			1			
Mumps (suspect)			2			
Noroviruses	10		2			
Pertussis		1				
Salmonellosis	4	1	1	1	2	2
Shiga Toxin Producing E.coli		3		4	2	
Shigellosis			1		1	

Disease	J	F	M	A	M	J
Streptococcus pneumoniae		1	4	3	1	
Toxoplasmosis			1	1		
Varicella					1	
Vibrio paraheemolyticus			1			
Yersiniosis					1	
Zika (suspect)			1	1	1	

School Surveillance

Date	Total Absent	Total Absent Rate	Flu Symptom	Rash/Fever	GI Illness	Strep	Asthma
9-7-16	573	1.76%	126	45	98	17	1
9-14-16	408	1.25%	69	55	64	10	6
9-21-16	476	1.50%	83	64	101	19	1
9-28-16	436	1.34%	81	63	88	14	1
10-5-16	440	1.35%	58	49	87	16	1
10-12-16	516	1.59%	101	44	78	11	1
10-19-16	497	1.53%	101	53	80	15	3
10-26-16	542	1.66%	116	66	67	13	7
11-2-16	624	1.92%	147	61	136	17	3
11-9-16	617	1.90%	140	59	89	16	3
11-16-16	603	1.85%	115	67	111	11	1
11-30-16	606	1.86%	116	71	114	22	0
12-7-16	684	2.10%	138	59	141	17	2
12-14-16	660	2.03%	135	74	145	18	2
12-21-16	306	0.94%	71	45	112	9	1
1-4-17	315	0.97%	24	34	24	7	0
1-11-17	794	2.44%	128	91	164	19	1
1-18-17	797	2.45%	133	109	137	9	2
1-25-17	894	2.75%	140	99	211	19	1
2-1-17	862	2.65%	166	118	140	17	0
2-8-17	1038	3.19%	229	145	164	22	2
2-15-17	816	2.51%	213	123	131	20	1
2-22-17	694	2.13%	141	88	111	10	1
3-1-17	579	1.78%	127	79	91	28	0

Date	Total Absent	Total Absent Rate	Flu Symptom	Rash/Fever	GI Illness	Strep	Asthma
3-8-17	611	1.88%	137	83	117	15	2
3-15-17	462	1.42%	131	65	113	26	1
3-22-17	418	1.28%	61	58	59	10	1
3-29-17	579	1.78%	72	125	125	16	1
4-5-17	541	1.66%	110	66	88	16	2
4-12-17	453	1.39%	65	44	69	15	2
4-19-17	406	1.25%	74	49	75	11	2
4-26-17	544	1.67%	102	82	71	15	0
5-3-17	420	1.29%	76	51	74	19	6

Based on a total enrollment of 32,554

Home Visits

Month	Sharing and Caring		Active Aging	
	Cass	Sarpy	Cass	Sarpy
January	3	29	1	6
February	4	26	2	9
March	5	29	2	6
April	7	22	2	4
May	9	24	3	6
June	10	22	4	6

Child Passenger Safety Seat Installations

Month	Number of Installations			Number of Free Seats		
	Cass	Sarpy	Other	Cass	Sarpy	Other
January	0	4	0	0	3	0
February	0	0	3	0	0	0
March	0	9	0	0	1	0
April	1	6	0	1	0	0
May	0	2	2	0	1	0
June	1	26	1	1	1	0

Active Aging Wellness Clinics

Month	Number of Clinics			Number of Clients Served		
	Cass	Sarpy	Other	Cass	Sarpy	Other
January	4	3		30	22	
February	2	4	4	9	32	20
March	3	3	2	15	23	18
April	3	4	3	10	37	28
May	3	5	5	11	27	29
June	2	3	3	11	24	21

Presentations

Program	Number of Presentations	Number of Participants	Topic
Active Aging	2	13	Talking to your doctor
Active Aging	5	114	What's on Your Plate?
Active Aging	1	41	Healthy Aging of the Brain
Active Aging	2	29	Healthy Cooking Papillion
Active Aging	2	81	Nutrition
Health Hub	6	159	Colon Cancer Awareness
Health Hub	1	30	Breast Cancer and Breast Health
Health Hub	1	5	Self-Breast Exam
Safe Kids	3	25	Child passenger safety
Safe Kids	4	150	Fire prevention and planning
Safe Kids	1	30	Hydration/UV protection
Safe Kids	2	125	Bike helmet safety
Sharing and Caring	1	35	Lactation in the Workplace
VetSET	4	7	Military Cultural Competence
VetSET	3	3	VetSET program and resources

Program Highlights

Active Aging

Month	Highlights
January	Health Educators researched data for DASH diet and Plate Method presentations and continued marketing presentations and foot care clinics at senior centers and independent living communities. Fifty-two clients were served through foot care clinics and seven through home visits.
February	Five senior centers scheduled “What’s on Your Plate?” presentations. Research began for evidence-based programs to implement in the Active Aging program. Sixty-one clients were served through foot care clinics and 11 through home visits.
March	A series of “What’s on Your Plate?” presentations were given at three different senior centers. Health Educators began researching evidence-based programs.
April	Active Aging staff researched evidenced based programs, and attended the three-day Living Well training. Staff participated in a health fair and gave a presentation on healthy brains and memory.
May	Active Aging staff attended an evidenced based program training. Sixty-seven clients were served through foot care clinics and 9 through home visits.

Disease Surveillance

Month	Highlights
January	Michelle and Arlene completed the five day Applied Epidemiology course. All Department PHN’s attended a tuberculosis workshop here on January 9. The DI’s investigated three separate Norovirus outbreaks, one Influenza outbreak, and added an interjurisdictional TB case to the direct observation therapy list. Twenty-two cases of reportable diseases were investigated.
February	29 cases of reportable diseases were investigated.
March	PHN’s conducted an investigation of a foreign traveler who tested positive for measles and who had visited multiple public sites in Sarpy and Cass County. Collaboration with DHHS and DCHD included determination of potentially exposed individuals and media information release. The Department partnered with Midlands Hospital’s Vaccination for Children’s Program to provide no-cost MMR vaccine to potentially exposed employees at a worksite visited by the positive individual.

Environmental Health

Month	Highlights
January	The Department was awarded \$3,000 for the 2016-2017 Radon Awareness and Risk

	Reduction program through DHHS. 500 short-term test kits were purchased and were distributed through the Department's office, the City of Plattsmouth, the City of Springfield, F&M Bank in Gretna, and Resurrection Church in Gretna.
February	Radon awareness campaign and promotion of free short-term radon test kits continued. Environmental Health Specialist worked with local cities to purchase additional mosquito-prevention supplies as part of the West Nile Virus contract extension. Staff training on the Injury Prevention Program was completed.
March	EHS completed inspections of indoor swimming pools in Sarpy County, as well as partnered with DHHS Swimming Pool Program staff to offer one swimming pool operator training. A Zika, Dengue, and Chikungunya response plan was finalized and submitted to DHHS.
April	EHS partnered with DHHS Swimming Pool Program staff to offer two swimming pool operator trainings, submitted the final West Nile Virus report to DHHS for the 2016-2017 grant, and recycled office materials.
May	EHS partnered with DHHS Swimming Pool Program staff to offer three swimming pool operator trainings. The workplan for the 2017-2018 West Nile Virus grant was submitted to DHHS, and mosquito trapping began on May 30.
June	Inspections of outdoor swimming pools in Sarpy County began.

Health Hub

Month	Highlights
January	Health Educator continued Health Hub trainings, and scheduled colon cancer awareness presentations at senior centers for February and March.
February	Health Educator continued making health coaching phone calls. Sixty-nine women received the first call, nine received the second call, and two received the third call. Two women received healthy lifestyle supports.
March	Health Educator continued making health coaching phone calls. Sixty-nine women received the first call, 21 received the second call, and three received the third call. Three women received health lifestyle supports. No-cost fecal occult blood test (FOBT) kits have been distributed at health presentations and through the Department's office.
April	Health Educator continued making health coaching phone calls. Twenty-five women received their second health coaching call. Five FOBT kits were distributed. Health Educator coordinated the National Public Health Week activities in April, and provided information at the CHI Midland's health fair. She attended the Minority Health Conference in Lincoln.
May	Health Educator continued making health coaching phone calls. Twenty-five women received their second health coaching call. One FOBT kit was distributed. She attended an evidenced based program training.

Maternal Child Health

Month	Highlights
January	The PHN's started planning for the second annual "Climb out of the Darkness" event

	to increase awareness of maternal mental health and raise money for Postpartum Progress. A new partnership with Baby Junk in Rockbrook Village was established in which a spring fundraiser will donate money to Postpartum Progress. Letters have been mailed to local businesses related to the lactation in the workplace initiative. Thirty-two home visits were conducted.
February	The PHN's convened a meeting with maternal mental health stakeholders to continue planning for the second annual fundraiser walk to promote maternal depression. Work on the lactation in the workplace initiative continues. Thirty home visits were conducted.
April	The PHN's attended the Association of Public Health Nurses annual conference in San Diego.
May	The PHN's completed the Community Breastfeeding Initiative grant activities by giving one community presentation regarding lactation in the workplace, and submitting a final report to the Nebraska Breastfeeding Coalition. The PHN's also applied for the Preventing Childhood Obesity grant through Children's Hospital.
June	The PHN's completed 32 home visits and assisted the Safe Kids Coordinator with child passenger safety seat installations.

Preparedness

Month	Highlights
January	EPC was accepted into the Immersion Program to allow for training and mentoring with fellow Emergency Response Coordinators in Nebraska.
February	EPC attended the SNS Summit in Atlanta and Incident Command System 300 training in O'Neill. Research continued on the new Volunteer Management Plan.
March	EPC completed the Incident Command System 400 training in O'Neill. Preparedness staff participated in a UNMC student exercise and provided just-in-time-training over point of dispensing (POD) functions.
April	EPC attended a Zika Virus tabletop exercise, completed the ToP Facilitator training, and a Grants 101 workshop in Lincoln. She offered preparedness information at a variety of Public Health Week events throughout the metro.
May	EPC collaborated with the MRC and CERT to provide training on POD positions, and attended the two-day HSEEP training. She has been working with a student intern this summer to complete an inventory of preparedness supplies and make a plan for ordering expired supplies.
June	EPC attended the Preparedness Symposia, completed quarterly call-downs, and submitted fourth quarter reports for PHEP and CRI grants.

Safe Kids

Month	Highlights
January	20 community members attended the Safe Kids meeting on January 24 to discuss the future of the coalition. The car seat eligibility and distribution policy was finalized. Planning has begun for a Sarpy County Head Start bike rodeo and helmet fitting

	event, as well as for a similar one for Cass County.
February	Safe Kids Coordinator applied for a grant from the Nebraska Department of Roads to be able to purchase additional child passenger safety seats. The program received a \$500 donation from Beardmore Chevrolet and Subaru to assist with purchasing seats.
March	Two child passenger safety seat technicians attended a community car seat inspection day at Gomez Heritage Elementary School. Coordinator participated in the Offutt AFB New Parent Support Program's annual "New Parent University" day of education.
April	Safe Kids Coordinator attended the CHI Midland's health fair and several National Public Health Week events, participated in the Ralston High School and Papillion-La Vista High School mock vehicle crashes, provided car seat safety and installation information at the Offutt annual "Parent University", and fit and distributed 44 bike helmets. Two Safe Kids Sarpy/Cass County coalition meetings were held in April, one in each county.
May	Safe Kids was awarded the AAA/Cornhusker Motor Club matching funds grant to support child passenger safety seat purchases. Child passenger safety seat technicians were re-certified.
June	Safe Kids partnered with Offutt AFB, Three Rivers Public Health Department, Nebraska Medicine, and Children's Hospital to offer a car seat installation event. Planning has begun on a mock crash for the Plattsmouth School District.

VetSET

Month	Highlights
February	VetSET Coordinator assisted three veteran family members through referral of community resources and service organizations.
March	VetSET Coordinator met with Cass County VSO do discuss collaboration, partnership, and understanding of VetSET.
April	VetSET Coordinator attended the CHI Midland's health fair and several National Public Health Week events. She completed the work plan and budget for a new Making Connections grant.
May	Preparations began for a Making Connections event at Mahoney in collaboration with Three Rivers Health Department.
June	Planning continues for the Making Connections event at Mahoney.