



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

**Board of Health Meeting Minutes  
August 3, 2020**

Board President, John Harris, MD, called the meeting to order at 5:30p.m., at the offices of the Sarpy/Cass Health Department, located at 701 Olson Drive, Ste. 101, Papillion, NE 68046.

**Roll Call:**

Erin Ponec, Acting Recorder

**Roll call States as follows:** Autumn Sky Burns –present; Dr. Brandon Grimm – present; Dr. John Harris – present; Don Kelly – present; Janet McCartney – present; Dr. Matt Neumann – present; Dr. Arman Pajnigar –present; John Sheehan – excused.

**Staff Present:** Sarah Schram, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder

**Guest(s) Present:** Jared Wagenknecht, Mike Musil, Marie Nguyen, Dave Herbener, Papillion-La Vista Education Association

**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.**

Kelly moved, seconded by Dr. Neumann to approve agenda as submitted. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Approval of Meeting Minutes:**

McCartney moved, seconded by Dr. Harris to approve the minutes of the May 18, 2020 meeting minutes as submitted. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Treasurer's Report:**

The fiscal year budget 2020-2021, was presented in the Budget Hearing.

**Director's Report: See attached**

Schram updated the BOH on the work being performed by the Health Department in response to COVID-19.

**Professional Liability Insurance Renewal, \$12,500**

Dr. Harris moved, seconded by McCartney to approve the Professional Liability Insurance renewal at \$12,500. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Management Liability Insurance Renewal, \$6,039.54**

Dr. Harris moved, seconded by McCartney to approve the Management Liability Insurance renewal at \$6,039.54. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Other Business:**

Masking Discussion

The BOH is in agreement with Public Health, masking and social distancing, are best practice.

**Standing Committee Reports:**

**Nomination Committee:** Deb Jones of Cass County was selected to fill the new Cass County representative seat on the BOH.

Dr. Harris moved, seconded by Janet McCartney the nomination of Deb Jones. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Finance Committee:** Nothing to report

**Policy Committee:** Nothing to report

**Personnel Committee:** Nothing to report

**Program Committee:** Nothing to report

**Medical Director's Report:** Nothing to report

**Approval Needed for the Following Items:**

**Emergency Compensation Policy:**

Kelly moved, seconded by Dr. Harris to approve the Emergency Compensation Policy, with the following amendment, Once enacted, the policy will not exceed six months or until the end of declared emergency, whichever is shorter. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Salary Survey:**

Dr. Grimm moved, seconded by Kelly to approve the Salary Survey as submitted by Schram. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**Public Input:**

None

**Information:**

**Announcements:** None

**Correspondence:** None

**Next Meeting:** September 28, 2020

**Executive Session:**

None

**Adjournment:**

Kelly moved, seconded by Dr. Neumann to adjourn the meeting at 6:35 pm. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – aye; Sheehan – excused.

**ATTEST:**

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

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John Sheehan, Secretary  
Sarpy/Cass Board of Health

## **FREQUENTLY USED ABBREVIATIONS**

Sarpy/Cass Health Department – SCHD

Local Health Department(s) – LHD(s)

Health Director – HD

Assistant Health Director – AHD

Public Health Nurse – PHN

Public Health Emergency Preparedness – PHEP

Women, Infants & Children – WIC

Nebraska Association of Local Health Directors (NALHD)

Public Health Association of Nebraska (PHEP)

Friends of Public Health (FRIENDS)