

**Sarpy/Cass Department of Health & Wellness  
Board of Health Meeting  
January 25, 2005**

Alegent Health Midlands Hospital, Papillion, NE  
January 25, 2005

The meeting was called to order at 6:30 p.m. by President Virgil Keller on January 25, 2005 at Alegent Health Midlands Hospital located at 11111 South 84<sup>th</sup> St., Papillion, NE.

**Roll Call:**

Erin Ponec, Acting Recorder, conducted Roll Call:

Roll Call States as follows: Kathy Burson – present; Bob Clancy – not present (**arrived at 6:40 p.m.**); Dr. Linda Ford – not present (**arrived at 7:10 p.m.**); Tim Gay – not present (**arrived at 7:10 p.m.**); Virgil Keller – present; Dianne Kelly – absent; Nancy Noda – present; Vicki Roberts – present; Dr. Frank Varon – present.

Staff Present: Erin Ponec, Acting Recorder.

Guests Present: Mike Polk of Adams & Sullivan; Greg Paulsen, Marcotte Insurance, Sara Morgan and Todd Falter, Nebraska Health & Human Services; Mark Welsch, GASP of Nebraska, Inc. (Group to Alleviate Smoking Pollution); Theresa Martinez, Sarpy/Cass Health Director (**start date February 7, 2005**).

**Approval of Agenda:**

- Additions to the agenda are as follows: Meeting minutes for the December 21, 2004 and January 6, 2005 Board of Health meetings. Mr. Paulsen's review over insurance coverage will be added after the Director's Report.

Noda moved, seconded by Burson to approve agenda as amended. Roll call states as follows: Burson – aye; Clancy – not present; Dr. Ford – not present; Gay – not present; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

**Approval of Minutes:**

Burson moved, seconded by Roberts to approve the meeting minutes as written for December 21, 2004 and January 6, 2005. Roll Call states as follows: Burson – aye; Clancy – not present; Dr. Ford – not present; Gay – not present; Keller – aye; Kelly - absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

**Presentation: Nebraska Clean Indoor Air Act:**

Sara Morgan and Todd Falter presented to the Board the current guidelines set for Nebraska in the Clean Indoor Air Act. For more specific information on the Nebraska Clean Indoor Air Act, go to: <http://www.hhs.state.ne.us/enh/neciaa.htm>. Morgan and Falter noted that local health departments can be trained in the regulations and receive compensation for local inspections.

**Treasurer's Report:**

- Roberts explained the budget reports in detail. Concern in Bio-Terrorism fund regarding a total of \$32,249.05 income. Need to find out where this amount was received.

Noda moved, seconded by Clancy to approve the Treasurer's Report. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

### **Director's Report:**

It was by consensus of the Board to approve the Director's Report. No roll call was taken.

### **Insurance Report: Greg Paulsen, Marcotte Insurance Agency**

- Per Paulsen the **following companies have declined:** Admiral Insurance – minimum policy premium is \$20,000; COPIC – still researching; Fireman's Fund Insurance – due to type of operation and premium size; James River Insurance – not in a position to provide a competitive proposal; RSUI/Landmark American – for General and Professional Liability \$12,875 premium; the following have **accepted to renew current policies:** Evanston Insurance – general and professional liability premium of \$15,722.95; First Comp Insurance - \$830.00; United National Insurance – Directors and Officers(rate not available).

Roberts moved, seconded by Gay to renew Workman's Compensation Insurance and defer all other decisions until the February meeting. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

### **Standing Committee Reports:**

- **Public Relations and Community Education:** Press release sent out in regards to Theresa Martinez being hired as the new Health Director.
- **Personnel Committee:** Personnel issues to be discussed in Executive Session.
- **Nominating Committee:** Dianne Kelly has resigned from the Board of Health as of January 21, 2005.

Noda moved, seconded by Roberts to accept with strong regret Mrs. Kelly's resignation from the Board. Roll call states as follows: Burson – aye; Clancy – nay; Dr. Ford – nay; Gay – aye; Keller – aye; Noda – aye; Roberts – aye; Dr. Varon – aye.

- **Public Policy/Government Relation Committee:** Per Clancy, copy of the Sarpy/Cass Inter-Local Agreement must be sent to the State for audit purposes. The Sarpy/Cass Department of Health & Wellness will need to submit a copy of its Inter-Local Agreements with Cass and Sarpy counties to the State by December 31, 2005.
- **Health and Disease Committee, Maternal Health Care Task Force:** Burson asked the Board to look over report submitted by Suzanne Forkner. Per Burson, the State gave Forkner excellent reviews of her 4<sup>th</sup> Quarter MCH report. Burson would like to note that Forkner is doing an outstanding job; going above and beyond the call of duty.
- **Strategic Planning:** Per Noda, once Martinez has officially begins as director she would like to go over the strategic plan.
- **Food Safety Task Force:** Nothing to report
- **Bio-terrorism Preparation Task Force:** Dr. Ford requested Nancy Braswell send a copy of the second quarter report.
- **Request for Proposal/Grants Task Force:** Money has been sent out to Kim Hall, R.N. for the Plattsmouth Public School Walking Program. Packets about the RFP will go out to local schools this spring.

### **Other Business:**

- Noda would like the Board to reimburse Cass County Community Health Partners for the Alegent Health Midlands Hospital Health Fair up to \$1,500, just as the year before.

Clancy moved, seconded by Burson to reimburse CCCHP \$1,500 for the Alegent Health Midlands Hospital Health Fair. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

### **Public Input:**

- Mark Welsch, GASP approached the Board about taking a stand at Legislature on anti-tobacco issues. It was by consensus of the Board to let Mr. Welsch make a presentation at the February meeting.

**Information:**

- A) Announcements: None
- B) Correspondence: None
- C) Next meeting – February 22, 2005 at 6:30 p.m. at Alegent Health Midlands Hospital, 11111 S. 84<sup>th</sup> Street, Papillion, NE.

**Executive Session:**

- It was voted at 8:24 p.m. for the Board to recess and enter into Executive Session.

Burson moved, seconded by Roberts to recess to Executive Session. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Clancy moved, seconded by Noda to adjourn the Executive Session and return to the Public Board meeting. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Clancy moved, seconded by Roberts to approve a 3% salary increase, a cost of living plus merit increase for Suzanne Forkner. Roll call states as follows: Burson – abstain; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Gay moved to adjourn the meeting at 8:55 p.m., seconded by Varon. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – aye; Gay – aye; Keller – aye; Kelly – absent; Noda – aye; Roberts – aye; Dr. Varon.

ATTEST:

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Virgil Keller, President  
Sarpy/Cass Board of Health

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Vicky Roberts  
Secretary/Treasurer  
Sarpy/Cass Board of Health