

**Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
August 23, 2005**

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The meeting was called to order at 6:38 p.m. by Board President, Virgil Keller, on August 23, 2005 at the Sarpy/Cass Department of Health & Wellness, located at 701 Olson Drive, Ste. 101, Papillion, NE.

Roll Call:

Erin Ponec, Acting Recorder, conducted Roll Call

Roll Call States as follows: Kathy Burson – present; Bob Clancy – absent, John Baroni, Cass County Commissioner, served as Mr. Clancy’s voting alternate ; Dr. Linda Ford – not present **(arrived at 6:50 p.m.)**; Tim Gay – absent; Virgil Keller – present; Carrie Krist – absent; Nancy Noda – present; Vicki Roberts – present; Dr. Frank Varon – present.

Staff Present: Theresa Martinez, Director; Erin Ponec, Acting Recorder.

Guests Present: Roxanne Pfeifer, Rischel & Pfeifer

Approval of Agenda:

It was the consensus of the Board to approve the agenda with the addition of an Executive Session.

Approval of August 2, 2005 Minutes:

Burson moved, seconded by Dr. Varon to approve the August 2, 2005 meeting minutes. Roll Call states as follows: Burson – aye; Baroni – aye; Dr. Ford – not present; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Budget Hearing – Submission of Fiscal Year 2006 Budget to the State:

- Pfeifer summarized the following budgets: General Fund, BioTerrorism, Maternal Child Health, State Incentive Cooperative Agreement (SICA) and Women’s Health Fund. **(See Page 2 for budget worksheets)**

Dr. Varon moved, seconded by Noda to approve the FY2006 budget as presented. Roll Call states as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Line No.	2005 – 2006 ADOPTED BUDGET	General Fund	Bioterrorism Fund	MCH Fund	SICA & Women's Health Fund	TOTAL FOR ALL FUNDS
1	Beginning Balances, Receipts, & Transfers					
2	Net Cash Balance	\$1,139,231.23			\$1,231.42	\$1,140,462.65
3	Investments					
4	Subtotal of Beginning Balances (Lines 2 thru 3)	\$1,139,231.23	-	-	\$1,231.42	\$1,140,462.65
5	Federal Receipts		\$222,687.00	\$81,370.00		\$304,057.00
6	State Receipts: State Aid (To LC-3 Supporting Schedule)	\$ 346,706.25				\$346,706.25
7	State Receipts: Other	\$ 39,520.00				\$39,520.00
8	Local Receipts: Other	\$20,000.00				\$20,000.00
9	Transfers In Of Surplus Fees (To LC-3 Supporting Schedule)					-
10	Transfers In Other Than Surplus Fees			\$20,343.00		\$20,343.00
11	Total Resources Available (Lines 4 thru 10)	\$1,545,457.48	\$222,687.00	\$101,713.00	\$1,231.42	\$1,871,088.90
12	Disbursements & Transfers:					
13	Operating Expenses	\$1,014,720.40	\$217,087.00	\$101,463.00	\$1,231.42	\$1,334,501.82
14	Capital Improvements (Real Property/Improvements)					-
15	Other Capital Outlay (Equipment, Vehicles, Etc.)	\$22,000.00	\$5,600.00	\$250.00		\$27,850.00
16	Debt Service: Other					-
17	Judgments					-
18	Transfers of Surplus Fees					-
19	Transfers of Other Than Surplus Fees	\$20,343.00				\$20,343.00
20	Total Disbursements & Transfers (Lines 13 thru 19)	\$1,057,063.40	\$222,687.00	\$101,713.00	\$1,231.42	\$1,381,694.82
21	Balance Forward (Line 11 – Line 20)	\$488,394.08	-	-	-	\$488,394.08

Standing Committee Reports:

Nominating Committee: It was noted that Clancy, had received information on one candidate to replace Dr. Varon. Dr. Varon also noted he may have two other candidates for Clancy to contact.

Finance Committee: Nothing to report

Public Relations/Outreach Committee: Nothing to report

Personnel Committee: Nothing to report

Program Development: Per Burson, the committee has recommended that \$5,000 grants be awarded to the following organizations: Elmwood Murdock – Fitness & Obesity; Plattsmouth Middle School – Walking Program; Creighton University – Tobacco Cessation specifically geared towards nurses. Martinez informed the Board that she will give an update when the coordinators send in their reports that must be submitted in order for the organization to receive the second half of the grant. Martinez will have Forkner send a press release out with the information. Martinez also noted the excellent job that Suzanne Forkner has been doing publicizing the RFP's.

Dr. Ford moved, seconded by Baroni to approve the RFP's of the three organizations for \$5,000 each. Roll call stats as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Community Education/Disease Prevention: Nothing to report

Medical Director's Report: Per Dr. Ford, she is still following up on the TB and pertussis cases.

Information:

Announcements: Per Martinez, interviews for the Public Health Nurse and the Environmental Coordinator will be held the week of August 29, 2005. Also, the Telehealth system is connected and an operational test was done August 23, 2005. The Department will be reimbursed \$10,000 by the State for the purchase of the system.

Correspondence: Keller read a letter from the Interim Health Director at Nebraska Health & Human Services regarding the letter send on behalf of the Sarpy/Cass Board about the regulations.

Next Meeting: There was no announcement of the next meeting pending determination of need for a September meeting.

Executive Session:

Roberts moved, seconded by Dr. Varon to adjourn the meeting into Executive Session at 7:20pm. Roll call states as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Dr. Ford moved, seconded by Baroni to adjourn the Executive Session at 7:20pm. Roll call states as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Noda moved, seconded by Dr. Ford that a 2.9% cost of living increase is provided to the Health Director starting at her six month hiring anniversary date, with consideration of an additional adjustment at the regular annual evaluation of the Director. Roll call states as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – absent; Noda – aye; Roberts – aye; Dr. Varon – aye.

Martinez commented on the evaluation and expressed some concerns.

Adjournment:

Burson moved, seconded by Baroni to adjourn the meeting at 7:54pm. Roll call states as follows: Burson – aye; Baroni – aye; Dr. Ford – aye; Gay – absent; Keller – aye; Krist – aye; Noda – aye; Roberts – aye; Dr. Varon – aye.

ATTEST:

Virgil Keller, President
Sarpy/Cass Board of Health

Vicky Roberts
Secretary/Treasurer
Sarpy/Cass Board of Health