

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

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The meeting was called to order at 6:32 p.m. by Board President, Virgil Keller, on October 25, 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 – not present (**arrived at 6:35 p.m.**); Dr. Linda Ford – absent; Tim Gay – present; Virgil Keller – present; Carrie Krist – present; Nancy Noda – present; Vicki Roberts – present; Dr. Frank Varon – absent.

Staff Present: Erin Ponec, Acting Recorder; Jenny Steventon, Environmental Health Coordinator (for introduction portion only); Monica Uises, Public Health Nurse (Monica joined the meeting for an introduction to the Board at 6:45 p.m.)

Approval of Agenda:

Keller recommended adding three items to the tentative agenda: 1) Other Business: Rules and Regulations relative to quarantine and nuisance update; 2) Overview of the new Local Boards of Health Training manual; 3) Additional Personnel Committee items.

It was the consensus of the Board to approve the agenda as amended.

Approval of August 23rd and September 9th, 2005 Minutes:

Clancy moved, seconded by Noda to approve the August 23rd and September 9th, 2005 meeting minutes. Roll Call states as follows: Burson – aye; Clancy – aye; Dr. Ford – absent; Gay – abstain; Keller – aye; Krist – abstain; Noda – aye; Roberts – aye; Dr. Varon – absent.

Director's Report:

Ponec asked the Board to review the Director's Report that was sent out with the meeting materials. Keller noted that the Annual Report prepared by Martinez was also sent with the meeting packets for the Board members to review.

Other Business:

Per Keller, the State has approved the Rules and Regulations in regards to quarantine and nuisance submitted by Mike Polk on behalf of the Sarpy/Cass Department of Health. Keller requested for Polk to be present at the November 22, 2005 meeting to advise the Board of the remaining steps to be taken by the Board for the Rules and Regulations to be adopted by the state.

In regards to the new Local Boards of Health training manual, Keller asked the Ponec send out two sections of the manual each month with the meeting packets. Keller noted that there will be training sessions provided for Boards of Health that can be viewed via the new videoconferencing system in the Department.

Standing Committee Reports:

Nominating Committee: Clancy reported that he will work with Dianne Kelly, interim director, to find a local dentist to replace Dr. Varon.

Finance Committee: Ponec reviewed the Treasurer's Report. All budgeted figures for the FY 05-06 have been entered. Ponec informed the Board that the Department audit will be held on November 8th & 9th. Schleisman, Onken and Associates will be handling the audit. Ponec will continue to work with Pfeifer to prepare.

Public Relations/Outreach Committee: Nothing to report

Personnel Committee: Kara Kathol, will be taking over as the Health Education/Promotions Coordinator starting October 31st.

Keller informed the Board that the request for refunding the Maternal Child Health grant was denied by the State. Keller suggested the personnel committee meet regarding continued employment for the MCH position at a later date. Clancy requested that Ponec send out a copy of the MCH denial letter to Board members.

Keller motioned to engage Dianne Kelly as Interim Director for the Sarpy/Cass Department of Health & Wellness, her salary would be equal to the current Director's salary.

Burson moved, seconded by Clancy to engage Dianne Kelly as Interim Director. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – absent; Gay – aye; Keller – aye; Krist – abstain; Noda – aye; Roberts – aye.

Program Development: Nothing to report

Community Education/Disease Prevention: Nothing to report

Medical Director's Report: Nothing to report

Information:

Announcements: Clancy would like it noted that he has received feedback from people of Cass County that Nancy Braswell, Emergency Response Coordinator is doing an excellent job.

Correspondence:

Next Meeting: November 22, 2005, 6:30p.m., at the Plattsmouth Chamber of Commerce located at 918 Washington Avenue, Plattsmouth, NE 68048

Executive Session:

Roberts moved, seconded by Noda to adjourn the meeting into Executive Session at 7:10pm. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – absent; Gay – aye; Keller – aye; Krist – aye; Noda – aye; Roberts – aye; Dr. Varon – absent.

The Board would like to offer the position of permanent position of the Health Director to Dianne Kelly. The identical salary and benefits package that Martinez received will be offered to Kelly.

Noda moved, seconded by Burson to offer Dianne Kelly the position of Health Director at the identical salary and benefits package of the past Director. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – absent; Gay – aye; Keller – aye; Krist – aye; Noda – aye; Roberts – aye; Dr. Varon – absent.

Adjournment:

Burson moved, seconded by Gay to adjourn the meeting at 7:50pm. Roll call states as follows: Burson – aye; Clancy – aye; Dr. Ford – absent; Gay – aye; Keller – aye; Krist – aye; Noda – aye; Roberts – aye; Dr. Varon – absent.

ATTEST:

Virgil Keller, President
Sarpy/Cass Board of Health

Vicky Roberts
Secretary/Treasurer
Sarpy/Cass Board of Health