

SARPY/CASS DEPARTMENT OF HEALTH & WELLNESS

MEETING MINUTES

Midlands Hospital - Boardroom

JULY 16, 6:30 P.M.

In the absence of both the President, Virgil Keller, and Vice President, Nancy Noda, the meeting was called to order at 6:35 PM by Mark Wayne, County Administrator, on July 16, 2002.

Mr. Keller was on vacation and Nancy Noda was attending an out of county conference.

ROLL CALL and APPROVAL of MINUTES

Present: Kathy Burson, Sarpy County Commissioner Aldona Doyle, Dr. Linda Ford, Nancy Reissig, and Dr. Frank Varon. Sarpy County Administrator Mark Wayne, Sarpy County Deputy Attorney Gretchen Forney, Diane Kelly and KKSC Radio reporter Barb Cortese were also present. Kay Nikodym, Sarpy County Administrator's Office, recorded the meeting.

Ford moved, seconded by Burson, to approve the minutes of the June 24, 2002 meeting as corrected. Ayes: Burson, Doyle, Ford, Reissig, and Varon. Nays: None. Absent: Keller, Noda, Linder, and Severin.

OLD BUSINESS

Mark Wayne reported that to date 25 applications for the Health Director position have been received. The job opening will close on July 19th. Applications received to date are on file with Renee Lansman at the Sarpy County Clerk's Office. Dr. Ford requested that a "scoring sheet" be developed for use by the Board members and that copies of the resumes be distributed to each Board member.

Kathy Burson relayed information received from her conversation with Dr. Magna Peck regarding the hiring of a facilitator to help the Department develop a strategic plan. Dr. Peck suggested four persons (4) including herself, who were good candidates for facilitator. Ms. Burson has contacted each of the four persons and requested a vita. Mark Wayne also had two names that had been suggested to him. In regard to the Needs Assessment Survey Tripp & Umbach (sp???) has been suggested.

Dr. Varon brought up the costs of the Strategic Plan. Burson moved to form a Task Force to review the Strategic Plan, collect estimated costs, form a recommendation for a facilitator and report back to the Board. Ford Seconded. Ayes: Ford, Varon, Burson, Reissig and Doyle. Nays: None Absent: Keller, Noda, Linder and Severin. Motion Carried. Dr. Ford, Dr. Varon and Kathy Burson volunteered to be the Task Force.

July 31, 1001 there is a Strategic Planning meeting in York, NE. Dr. Varon volunteered to attend the meeting and report back to the Board on its outcome. The Board agreed to pay the registration fee and expenses for the meeting.

The "discussion of key committees or task groups" was delayed until the next meeting as it was an item President Keller requested be placed on they agenda. He was not able to attend

this meeting.

The Data Use Academy Task Force presented their recommendations to the Board. Kathy Burson, Chair of the Task Force, reported they felt the community assessment tool was not applicable to our group at this time, but that the Academy would be workable for the Board. A "Core Group Traveling Team" would need to be identified and the grant application would need to be completed and submitted by August 1st. The "Core group" consisting of five (5) members would receive training by the Academy and would not be meeting until the middle of October. The proposed "Core Group" would consist of Dr. Frank Varon, Kathy Burson, the new Health Director, and 2 qualified community members. The cost for each member is \$1500.00, but Dr. Magna Peck has indicated that the Academy does have some funding available to help with the member costs. Aldona Doyle moved that the Board designate Dr. Varon, Kathy Buson and the new Health Director as members of the Core Group Traveling Team and also grant the Data Use Academy Task Force the right to select the two lay members that would complete the five member team. Dr. Ford second. Ayes: Ford, Varon, Burson, Reissig, and Doyle Nays: None Absent: Severin, Keller, Noda and Linder Motion carried.

Deputy County Attorney Gretchen Forney reported that she found no reported cases where smoking was alleged as a basis of a discrimination suit in Nebraska. Ford moved to retain the clause in the Job Description for the Health Director in regard to the individual being considered for Director should be a non-tobacco user. Reissig seconded. Ayes: Ford, Varon, Reissig, Burson and Doyle. Nays: None Absent: Severin, Linder, Noda, and Keller. Motion carried.

NEW BUSINESS:

Dr. Varon addressed the possibility of the County Attorney's office having a time limit to notify the Health Dept Board if they took action or recommended an action which could result in a potential legal suit being brought against the Board. Discussion followed, resulting in the consensus that because Deputy County Attorney Gretchen Forney attends all Board meetings this time limit wouldn't be necessary.

Mark Wayne reported to the Board that NIRMA isn't quite straight as to the coverage for the Health Department Board under NIRMA. They are still checking into it. Mark will stay in contact with them until he receives a clear cut decision. He did assure the Board that they are covered under the Public Officials Liability insurance.

The Board did ask that it be confirmed if the New Health Director will be covered under Sarpy County's Health Insurance and Retirement System. Yes, the new Director will be covered.

A Finance report had been completed and was handed out to all Board members present

CORRESPONDENCE AND DISCUSSION:

Various correspondence received since the last Board meeting was discussed. No actions were taken on the correspondence as most items were for information only.

The Board discussed the time commitment which may be necessary in developing the Strategic plan for the Health Board. The facilitator would set up the format, there would be a

brainstorming session and then another meeting to formulate the plan. This could require a total of 6-10 hours which could be accomplished in a one day retreat or two evening sessions, possibly in mid-September or later.

ANNOUNCEMENTS:

The next meeting of the Sarpy/Cass Department of Health and Wellness Board will be August 13, 2002 at 6:30 P.M. in the Executive Board Room at Alegent Midlands Hospital, 11111 South 84th, Papillion, SD.

Doyle moved that the meeting be adjourned. Burson seconded. Ayes: Ford, Varon, Buson, Doyle and Reissig. Nays: None Absent: Severin, Linder, Noda and Keller.

President, Sarpy/Cass Dept. of Health & Wellness

ATTEST: _____
Treasurer/Secretary