

**Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
March 28, 2016**

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

Roll Call:

Erin Ponec, Acting Recorder

Roll call States as follows: Brenda Carlisle – present; Ruth Cover –present; Linda Finney - present; Demetria Geraldts – not present (arrived at 6:05 p.m.); Dr. John Harris – present; Dr. Matt Neumann – not present (arrived at 5:45 p.m.); John Sheehan – present; Dr. Jeffry Strohmyer – not present (arrived after roll call); John Warsing – present.

Staff Present: Shavonna Lausterer, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder.

Guests Present: Jack Lengemann, Lengemann & Associates, P.C.

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.

Carlisle moved, seconded by Sheehan to approve the agenda as submitted. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – not present; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Approval of Meeting Minutes:

Carlisle moved, seconded by Finney to approve the February 8, 2016.,meeting minutes as submitted. Roll call states as follows: Carlisle – aye; Cover – abstain; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Warsing moved, seconded by Finney to approve the October 26, 2015, 6:00 p.m.,meeting minutes as submitted. Roll call states as follows: Carlisle – aye; Cover – abstain; Finney - aye; Geraldts – not present; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Audit for Fiscal Year Ending 6/30/2015, Jack Lengemann, CPA:

NOTE: Per Lengemann, there was an error discovered with the origianl audit report sent to the state auditor's office. It was discovered that Lengemann's office submitted the audit for FY ending 6/30/2014. The error has been rectified and the audit ending 6/30/2015 was submitted to the state auditor along with a letter of explanation. Copies of both the letter and the audit for FY ending 6/30/2015 can be viewed at the offices of the SCDHW.

Lengemann reported that there were no issues with the financials that were audited. He also added that the SCDHW has some of the best internal controls he has ever seen in a small organization.

Warsing moved, seconded by Sheehan to approve to approve the audit for FY ending 6/30/2015. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – not present; Dr. Harris – aye; Dr.

Neumann – abstain; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Treasurer's Report:

Dr. Strohmyer moved, seconded by Warsing to approve the treasurer's report as submitted. Roll call states as follows: Carlisle – aye; Cover – abstain; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Director's Report:

Per Lausterer:

LB 1013 was defeated; it did not make it out of the revenue committee. There is the possibility that another proposal will be submitted for the next Legislative session.

Attended the Senator's breakfast along with John Sheehan, was able to meet with Senators Garrett, Murante, and Crawford.

On May 4th, attending the Incident Command System overview for Executives/Elected officials, ICS 402.

The new Public Health Nurse was hired. Arlene Williams started today and will be working at the foot care clinics, as well as back up to the disease investigations nurse.

The attorney, Mike Polk is in the process of drafting a contract with the Intercultural Center in South Omaha in order for the SCDHW to come in to perform foot clinics there. With this contract in place, we will terminate the current contract with Interim Healthcare.

The CDC will be cutting the funding for the PHEP grant by 5% in order to finance ZIKA response. This will affect our contract.

Jenny Steventon wrote a grant for the NE Comprehensive Cancer Control Program for radon education and testing. The grant proposal was accepted and the SCDHW will be getting \$15,000. These funds will go towards radon testing kits, community education, and advertising.

The new contract for the pool inspections has been received. A total of \$3,200 is expected (\$60/pool inspection).

In process: The Strategic Planning – development of action plan for each goal.
Community Health Improvement Process – identify facilitator to help with presenting data and develop an action plan.

Other Business:

Nothing to report

Standing Committee Reports:

Nomination Committee: Election of Officers: Open Slate: Dr. Harris – President, John Warsing – Vice President, Dr. Neumann – Treasurer; John Sheehan – Secretary. Closed slate.

Dr. Strohmyer moved, seconded by Dr. Neumann to retain Dr. Harris as President. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – abstain; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Cover moved, seconded by Dr. Harris to retain John Warsing as Vice-President. Roll call states as

follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – abstain; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – abtsain.

Dr. Harris moved, seconded by Dr. Strohmyer to retain Dr. Neumann as Treasurer. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – abstain; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Dr. Harris moved, seconded by Dr. Strohmyer to retain John Sheehan as Secretary. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – abstain; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

BOH Term Renewals:

Finney, Geraldts and Dr. Neumann were nominated for another three year term as BOH members effective in April (4/2016-4/2019).

Dr. Harris moved, seconded by Sheehan to nominate Finney, Geraldts and Dr. Neumann for another three year term, effective April 2016. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Policy Committee: Cover, Warsing, Lausterer and Ponec met to review all BOH policies. The majority of polices retained were only specific BOH policies; however, some only pertaining to department.

Cover moved, seconded by Warsing to send all policies out to the BOH members to review, along with the excel spreadsheet created explaining each what was decided on each policy. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Cover moved, seconded by Dr. Harris to verify if the BOH President or the Chair of Policy committee signs the policies. Cover would like all BOH members to review the policies and discuss at the next BOH meeting. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Personnel Committee: Will be discussed in Executive Session.

Program Committee: Several members who are not on a committee are interested in joining; Ponec will look for descriptions for the program committee duties.

Medical Director's Report: Nothing to report.

Public Input:

None

Information:

Announcements: None

Correspondence: None

Next Meeting: May 23, 2016, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

Executive Session:

Carlisle moved, seconded by Cover to move into Executive Session at 6:20 p.m. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Carlisle moved, seconded by Dr. Neumann to move out of Executive Session at 6:50 p.m. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Adjournment:

Carlisle moved, seconded by Sheehan to adjourn the meeting was adjourned at 6:50 p.m. The Board was in consensus. No roll call taken.

ATTEST:

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

John Sheehan, Secretary
Sarpy/Cass Board of Health