



February 7, 2023
Board of Health Minutes
Two Rivers Public Health Department

<u>Present</u>	<u>Absent</u>	
X		Dan Lynch-Buffalo County Commissioner
X		Sue Hunter – Buffalo County Citizen
X		Rick Zarek – Dawson County Commissioner
	X	Nicole Thorell –Dawson County Citizen
X		Scot Grams – Franklin County Supervisor
X		Mike Dallmann – Franklin County Citizen
X		Glenn Hofman – Gosper County Supervisor
	X	Daren Hatch – Gosper County Citizen
X		Cindy Boehler – Harlan County Supervisor
X		Heath Hofstetter – Kearney County Commissioner
X		Rick Streeter – Phelps County Commissioner
X		Cody Krull – Kearney County Citizen
X		Lori Reiner – Phelps County Citizen
X		Dr. Brady Beecham – Physician
X		Dr. Jessica Robb – Veterinarian
	X	Dr. Katherine Goodwin – Dentist
X		Dr. Mahesh Pattabiraman – Minority Representative
X		Melissa Hall PAC – Midlevel Practitioner

Also, present: TRPHD representatives: Jeremy Eschliman – Health Director; Andrea Shoemaker – Administrative Assistant, Tana Fye – Fye Law office (TRPHD Legal Counsel), Aravind Menon - Epidemiologist, Jesse Valenti - Finance Supervisor, Von Lutz - Clinical Services, Katie Mulligan - Planning Section Supervisor, Jacki Haley - Community Health Nurse Supervisor, Akaela Lieth - Marketing/Communications Coordinator, Patty Samuelson - Billing Specialist

CALL MEETING TO ORDER.

The Board of Health (BOH) meeting was called to order at 6:04 PM as an in-person meeting in accordance with the Nebraska Open Meetings act. As such, virtual participation (voting) is not allowed by board members. The virtual option (Zoom) is available for public participation.

INTRODUCTIONS | ACKNOWLEDGEMENTS

Meeting notices: Hunter acknowledged the Nebraska Open Meeting Law was posted in the room with booklets available. Hunter noted the meeting notice publication has occurred in

newspapers of record within each county of the district, in addition to an agenda being continually current and available at the TRPHD offices and on the TRPHD website.
Roll call completed by Shoemaker; 15 members present at the time of roll call in person.

Recognize board member resignations, new memberships, and openings:

Eschliman noted Doris Brandon, Harlan County Public Citizen has submitted her resignation, noting her tenure with the Board of Health since 2011. Boehler mentioned the Harlan County Board has discussed filling this position. New board members attending for the first time today include Dr. Mahesh Pattibiraman as Minority Health Representative, Heath Hofsetter, Kearney County Commissioner and Rick Streeter, Phelps County Commissioner. New employee for Two Rivers Public Health Department, Patty Samuelson, Billing Specialist, was also in attendance.

MATERIAL AVAILABLE ELECTRONICALLY PRIOR TO THE MEETING & AVAILABLE AT THE MEETING

- Financials
 - 1.27.23 Finance Meeting Packet
 - Finance Committee Meeting Agenda 1.27.23
 - Finance Committee Meeting Minutes 1.27.23
 - Grant and Subaward Guideline (2022-2023)
 - October, November, December 2022 BOH Financials
- BOH end of the week Summary Nov 25th 2022
- BOH Meeting Minutes December 6, 2022
- ByLaws revised 12.6.2022
- Contract Log
- February 7, 2023 BOH agenda regular meeting revised order
- February 7, 2023 BOH agenda regular meeting
- Two Rivers PHD Biweekly summary ending November 25th 2022
- Two Rivers PHD Biweekly summary ending November 11th 2022
- Two Rivers PHD Biweekly summary ending October 14th 2022
- Two Rivers PHD Biweekly summary ending October 28th 2022
- Home visitation documents
- NPAIT
- 2023 BOH Meeting Schedule
- BOH 2023-2025 Terms and Committees updated 2.7.23
- BOH commitments 7.2022
- BOH Education Slide Deck
- Doris Brandon Resignation
- Health Director Evaluation 2023
- Miller Engineering Generator Specs Agreement 1.9.23
- Newsletter 12.2022

- Proposed 2023 Salary Ranges 2.7.23
- Strategic Plan Presentation

APPROVAL OF AGENDA. Motion made by Zarek, seconded by Hoffman to approve agenda as presented. **Roll call vote, 14 ayes, 0 nays, Dallmann Abstain, Motion carried.**

REORGANIZATION- ELECTION OFFICERS AND BOARD MEMBER TERMS. Motion made by Zarek, seconded by Hoffman to approve the slate of election officers: Hunter-President, Lynch-Vice President, Dallmann-Treasurer, Thorell-Secretary and renewal of board terms (as identified as Current Members Expiring in January 2023) as presented:. **Roll call vote, 15 ayes, 0 nays. Motion carried.**

APPOINTMENT OF COMMITTEE MEMBERS: Eschliman discussed potential committee assignments. Two openings on Policy Committee: Boehler and Streeter volunteering, one opening on advocacy-Pattabiraman volunteering.

Financial institution signatories

Eschliman discussed need to remove Barb Malm (replaced on board by Rick Streeter) and adding Michael Dallmann and Rick Zarek as financial institution signatories. New list of signatories: Cody Krull, Dan Lynch, Jeremy Eschliman, Michael Dallmann, and Rick Zarek.

APPROVAL OF Signatories. Motion made by Boehler, seconded by Krull to approve financial signatories as presented. **Roll call vote, 13 ayes, 0 nays, 2 abstain (Streeter, Pattabiraman), Motion carried.**

Approval of Minutes from December 6, 2022 MEETING. Motion made by Dallmann, seconded by Lynch to approve December 2, 2022 minutes as presented. **Roll call vote, 12 ayes, 0 nays, 3 abstain (Boehler, Streeter, Reiner), Motion carried.** Motion made by Lynch, second by Boehler to approve minutes from December 6, 2022 meeting. **Roll call vote, 15 ayes, 0 nays, 0 Abstain, Motion carried.**

DIRECTOR'S REPORT

Board education provided with programmatic and strategic plan updates (note presentation documents in the packet). Eschliman discussed the release of the December 2022 newsletter in addition to the plan to increase TRPHD leadership attendance at county board and larger city council meetings.

Fye reviewed: PHAN Local Health Department Guide to Roles and Responsibilities. Fye also discussed standard practices for handling constituent concerns and programmatic complaints to inform Health Director and/or Board President. Fye and Menon discussed the recent award

of Legal Epidemiology Cohort (CDC in partnership with Change lab Solutions) for Two Rivers Public Health Department.

Old Business

None noted

New Business

Discussion of Home Visitation Program.

Eschliman welcomed Kim Engel, Health Director at Panhandle Public Health Department to discuss their Home Visitation program. Eschliman provided an update on the current status of Two Rivers Public Health Department's selection as the local implementation agency for home visitation with DHHS and requested input prior to continuing with implementation. Board opinions were a home visitation program fell within the Community Health Improvement Plan priorities, especially Mental Health and Suicide Prevention, preventing early childhood trauma was important to improve health outcomes in later life, and the evidence base was strong for the program.

Recommendation to review and approve resolution with Nebraska Public Agency Investment Trust (NPAIT)

Eschliman welcomed Walker Zulkoski, Vice President, Investment Services @ NPAIT to discuss potential resolution and benefits of joining NPAIT. Eschliman disclosed family member was on a local NRD board and was a potential board member for NPAIT.

Fye discussed legal recommendation was to defer action until the final review on NPAIT source documents. Board consensus was to postpone action on this agenda item until next scheduled meeting in April 2023.

Review/action on Miller & Associates Consulting Engineers, P.C. generator specifications contract.

Eschliman welcomed Lewis Hyatt, Project Manager, Miller & Associates Consulting Engineers, P.C. to discuss potential agreement to design specifications for back-up power to the current office at 516 W. 11th Street, Kearney, NE Hyatt provides details regarding design options and prices. Eschliman noted budget and grant fund allowance for a generator with associated timelines along with justification for backup power.

Motion made by Lynch, second by Boehler to approve option #1 (\$12,500) as noted on Miller & Associates agreement provided. The board recognizes time is of the essence and it is not currently practical to obtain 3 bids for this type of service at this time due to time constraints. Roll call vote, 15 ayes, 0 nays, 0 abstain. Motion carried.

Recommendation to review/accept 2021-2022 Financial Audit

Eschliman and Valenti welcomed Kerry Gustafsson, Dana F. Cole & Company, LLP to present and answer questions on the 2021-2022 organizational and single audit. Gustafsson provided a brief overview of the audit and answered questions from the board.

Motion made by Boehler, second by Robb to accept 2021-2022 financial audit as presented.

Roll call vote, 15 ayes, 0 nays, 0 abstain. Motion carried.

Recommendation to approve October, November, and December 2022 financial reports.

Valenti discussed the finance committee meeting occurring immediately prior to this meeting with a recommendation for approval of October, November, and December 2022 financial reports. Valenti provided an overview of financial reports. Motion made by Reiner, second by Beecham to approve October, November, and December 2022 financial reports as presented.

Roll call vote, 15 ayes, 0 nays, 0 abstain, Motion carried.

Recommendation for approval of revised 2022-2023 salary ranges

Eschliman discussed the need to ensure competitive salary ranges with current market conditions, with current recommendations for positions focused on 3 positions as additional information is pending for other positions to be reviewed prior to the next scheduled board meeting.

Motion made by Lynch, second by Krull to approve revised 2022-2023 salary ranges for Community Health Worker, Billing Specialist, and Supervisor as presented. **Roll call vote, 13 ayes, 0 nays, 2 abstain (Hofstetter, Beecham), Motion carried.**

Discussion of legislative advocacy / potential actions

Eschliman provided suggestions for the board to delegate authority to the executive committee to authorize action on legislative bills as recommended by the advocacy committee due to time constraints as a standard practice.

Motion made by Zarek, second by Streeter to have the board delegate authority to the executive committee to authorize action on legislative bills as recommended by the advocacy committee. Roll call vote, 15 ayes, 0 nays, 0 abstain. Motion carried.

Discussion of Health Director evaluation

Hunter discussed the current health director evaluation form. Motion made by Krull, second by Dallmann to approve Health Director Evaluation form. **Roll call vote, 15 ayes, 0 nays, 0 abstain, Motion carried.**

Public Comment. The board accepted public comments.

Adjournment: Motion made by Krull and second by Lynch to adjourn. The Two Rivers Public Health Department Board of Health meeting was called to adjournment by consensus at 8:57 PM by Hunter.

NEXT BOARD MEETING: April 11, 2023 at 516 W 11th St Suite 108B, Kearney, NE.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Cody Krull", is written above the typed name.

Cody Krull,
Adhoc Secretary (AS/JE)