



**December 5, 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), Jesse Valenti - Finance Section Manager, Katie Mulligan - Planning Section Manager, Von Lutz Clinical Section Manager, Jacki Hayley, Clinical Services Manager.

**CALL MEETING TO ORDER.**

The Board of Health (BOH) meeting was called to order at 6:01 PM as a virtual meeting in accordance with the Nebraska Open Meeting Act. As such, virtual participation (voting) is allowed by board members. The virtual option (Zoom) is available for public participation. Board members and staff in attendance at roll call: Lynch, Hunter, Zarek, Thorell, Grams, Hoffman, Hatch, Boehler, Hofstetter, Reiner, Pattabiraman, Dr. Beecham, Dr. Robb, Hall; staff representing J. Eschliman, Shoemaker, Mulligan, Valenti, Lutz, Haley.

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

within each 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; 14 members present at the time of roll call.**

**APPROVAL OF AGENDA.** Motion made by Lynch, seconded by Grams to approve agenda as presented.  
**Roll call vote, 14 ayes, 0 nays, Motion carried.**

## **INTRODUCTIONS | ACKNOWLEDGEMENTS**

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

- Finance Packet
  - 12.5.23 Finance Meeting Packet
    - Finance Meeting Agenda
    - BOH Financials - October 2023
    - NPAIT - November 2023 Statement
    - Finance Committee Meeting Minutes 11.7.23
- Policy Review
  - Audit 10.3.23
  - Bank Reconciliations 10.10.23
  - Board Designated Funds 10.10.23
  - Confidentiality and HIPPA 6.27.23
  - Conflict of Interest
  - Credit Card Usage 10.3.23
  - Employee Wellness 10.5.21
  - Family Friendly Workplace 8.31.23
  - Family Medical Leave 8.31.23
  - General Ledger 8.31.23
  - Grant Budgets 8.31.23
  - Job Abandonment 8.31.23
  - NPERS County Plan Handbook
  - Record Retention 10.2.23
  - Retirement 10.10.23
  - Time Tracking 10.10.23
  - Agenda 11.21.23
  - 11.21.23 Minutes
- 2024 BOH Meeting Schedule (proposed)
- BOH Meeting Minutes November 7 2023 FINAL
- BOH Meeting November 7, 2023 Agenda
- BOH Meeting December 5, 2023 Agenda
- Resolution No. 2023-1 Adoption of Swimming Pool Inspections

**Approval of Minutes from November 7, 2023** Motion made by Zarek, seconded by Hatch to approve November 7, 2023 meeting minutes as presented. **Roll call vote, 12 ayes, 0 nays, 2 abstain (Thorell, Reiner). Motion carried.**

## **DIRECTOR'S REPORT**

Eschliman noted recent trainings by Petersen, Mulligan, and Eschliman on lead paint inspector and risk assessment in fulfillment of HUD grant. Mulligan presented the board education by sharing a video summarizing current lead environmental health activities, and future lead environmental health source reduction and abatement activities. Current environmental health work includes childhood lead poisoning investigations.

Mulligan provided an update on the progress of the strategic goals. Each goal area provides current collaboration, tools, and service availability. A continual evaluation of the strategic planning process identifies strengths, weaknesses, barriers and any gaps. The TRPHD staff will come together in December to update goals and discuss new goals.

### **Old Business**

#### **Closed Session for Strategy Session re: real estate purchase**

**Motion to ENTER closed session re: real estate purchase.** Motion made by Beecham and seconded by Thorell to ENTER Closed Session re: real estate purchase including J. Eschliman, Valenti, and Fye. **Roll call vote, 14 ayes, 0 nays, Motion carried.**

Board ENTERED closed session at 6:25 PM

**Motion to EXIT closed session re: Real Estate purchase.** Motion made by Zarek, seconded by Lynch to EXIT closed session re: Real Estate purchase. **Roll call vote, 14 ayes, 0 nays, Motion carried.**

Board EXITED closed session at 6:48 PM. No action taken on this topic.

**Discussion on the Initiation of a recreational water (swimming pool and hot tub) training, permitting, and inspection program.** The objectives of the program are to build support for sequential build out of environmental health foundational services, increase competencies by recreational water operators and assistants and increase capacity and visibility at local level to response to current concerns in environmental health within our district.

**Motion to approve resolution 2023-1 Adoption of Swimming Poll Inspections.** Motion made by Beecham, seconded by Lynch to approve resolution 2023-1 Adoption of Swimming Poll Inspections. **Roll call vote, 13 ayes, 1 nay (Hofstetter), Motion carried.**

### **New Business**

Dr. Mahesh Pattabiraman left the meeting at 7:17 PM.

**Recommendation to approve October 2023 financial reports.** Valenti discussed the finance committee meeting that occurred before this meeting with a resulting recommendation by the committee for approval of October 2023 financial reports. Valenti provided an overview of financial reports. Motion made by Thorell, seconded by Grams to approve October 2023 financial reports. **Roll call vote, 13 ayes, 0 nays, Motion carried.**

**Recommendation to approve policies (with suggested revisions as discussed) and delete any polices no longer needed.**

- i. 117.1 Record Retention
- ii. 200.4 Credit Card Usage
- iii. 201.3 Audit
- iv. 202.2 Accounting Standards
- v. 203.1 Capitalizations
- vi. 205.1 Grant Budgets
- vii. 206.2 Bank Reconciliations
- viii. 207.1 Board Designated Funds
- ix. 208.1 General Ledger and Chart of Accounts
- x. 309.1 Job Abandonment
- xi. 310.2 Employee Performance Evaluations
- xii. 311.1 Family Medical Leave Act
- xiii. 316.1 Harassment and Discrimination in the Workplace
- xiv. 319 Time Tracking
- xv. 320.1 Retirement
- xvi. 326.3 Employee Wellness
- xvii. 330.1 Complaints Against Employees (recommend to delete)
- xviii. 331.1 Confidentiality and HIPAA
- xix. 336.1 Family Friendly Workplace
- xx. Conflict of interest (New policy with number to be assigned upon approval)

Mulligan discussed the policy committee meetings held on November 21, 2023. Eschliman, Mulligan, and Fye provided policy change overviews.

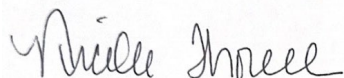
**Recommendation to approve policies (with suggested revisions as discussed) and delete recommended policies.** Motion made by Zarek, seconded by Grams to approve policies with suggested revisions discussed and delete recommended policies. **Roll call vote, 13 ayes, 0 nays, Motion carried.**

**Public Comment.** The board accepted public comments.

**Adjournment:** Motion made by Lynch and second by Thorell to adjourn. The Two Rivers Public Health Department Board of Health meeting was called to adjournment by consensus at 7:45 PM by Hunter.

**NEXT BOARD MEETING: January 23, 2024 at 516 W 11 St Suite 108B, Kearney, NE.**

Respectfully submitted,



Nicole Thorell, Dawson County Public Citizen  
Secretary (AS/JE)



**Board of Health**  
RESOLUTION NO. 2023-1  
**Adoption of Swimming Pool Inspection**

BY THE TWO RIVERS PUBLIC HEALTH DEPARTMENT BOARD OF HEALTH,  
RESOLVED:

WHEREAS, Pursuant to Neb. Rev. Stat. §§ 71-501, and 71-1626 et seq. the Two Rivers Public Health Department (TRPHD) is tasked with promoting the health and welfare of its citizens by preventing the spread of communicable, contagious, and infectious diseases. The objectives of extending environmental health services into the community; and,

WHEREAS, The TRPHD district includes Buffalo, Dawson, Franklin, Gosper, Harlan, Kearney, and Phelps Counties; and,

WHEREAS, The Board of Health is vested with the authority to adopt and enforce regulations that promote public health and safety; and

WHEREAS, The Board of Health recognizes the importance of ensuring the health and safety of the community through the regulation of public facilities; and,

WHEREAS, TRPHD employs Registered Environmental Health Specialists, qualified and capable of conducting environmental health services; and,

WHEREAS, Swimming pools are popular recreational facilities that pose potential health risks if not properly maintained and inspected; and,

WHEREAS, Regular inspections of swimming pools contribute to the prevention of waterborne illnesses and accidents, ensuring the well-being of the community; and,

WHEREAS, Safe Environment is a current community health improvement plan priority,

WHEREAS, The Nebraska Department of Environment and Energy has previously provided verbalization of desire to enter into a Memorandum of Understanding regarding TRPHD assuming regulatory duties of swimming pool inspections; and,



NOW BE IT THEREFORE RESOLVED that Two Rivers Public Health Department's Board of Health endorses the Health Director to take the necessary and proper steps to initiate the swimming pool program within the district, observing evidence-based practices to mitigate the potential health risks to the community.


DATED this 5th day of December, 2023  
Motion to adopt resolution by

YEAS: Lynch, Hunter, Zarek, Thorell, Grams, Hoffman, Hatch, Boehler, Reiner, Pattabiraman, Beechman, Robb, Hall

NEAS: Hofstetter

ABSTAINING: N.A.

ABSENT: Dallmann, Krull, Streeter, Goodwin

  
Jeremy Eschliman, Health Director