



**February 4, 2025**  
**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		Bill Stewart – Dawson County Commissioner
X		Nicole Thorell –Dawson County Citizen
X		Scot Grams – Franklin County Supervisor
X		Glenn Hofman – Gosper County Supervisor
	X	Daren Hatch – Gosper County Citizen
X		George Scott- 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		Melissa Hall PAC – Midlevel Practitioner

Also, present: TRPHD representatives: Jeremy Eschliman, Health Director; Andrea Shoemaker, Executive Assistant, Jesse Valenti, Finance Section Manager; Jacki Haley, Clinical Section Manager; Katie Mulligan, Planning Section Manager; Aravind Menon, Epidemiologist; Ashley Green, Environmental Health Specialist; Adam Viar, Environmental Health Specialist; Cortney Swanson, Community Health Worker; Fatuma Nebi, Family Support Specialist; Rosa Granillo Hernandez, Family Support Specialist; Charlien Longoria, Administrative Assistant and Tana Fye, FGH Law Office LLC (TRPHD Legal Counsel).

**CALL MEETING TO ORDER.**

The Board of Health (BOH) meeting was called to order at 6:03 PM as a virtual meeting in accordance with the Nebraska Open Meetings Act. As such, virtual participation (voting) is allowed by board members. The virtual option (Zoom) is available for public participation.

Roll call completed by Shoemaker; 12 members present (Lynch, Hunter, Stewart, Thorell, Grams, Hoffman, Scott, Hofstetter, Streeter, Reiner, Beecham, and Robb) at the time of roll call in person and virtual.

**APPROVAL OF AGENDA.** Motion made by Lynch, seconded by Thorell to approve agenda as presented.  
**Roll call vote, 12 ayes, 0 nays, Motion carried.**

## **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.

### **Recognize board member resignations, new memberships, and openings:**

J. Eschliman welcomed Bill Stewart – Dawson County Commissioner. J. Eschliman noted that Franklin County Public Citizen and Harlan County Public Citizen, Dentist, and Minority Health Representative are open positions.

J. Eschliman recognized and introduced new employees: Charlien Longoria, Administrative Assistant; Rosa Granillo Hernandez, Family Support Specialist; and Fatuma Nebi, Family Support Specialist.

## **MATERIAL AVAILABLE ELECTRONICALLY BEFORE THE MEETING & AVAILABLE AT THE MEETING**

- February BOH Policy Meeting
  - Public Comment at Board of Health Meetings 12.17.24
  - Public Records Request 1.24.25
  - January 24, 2025, Meeting Minutes
  - Job Abandonment
  - Return to Work
  - Accounts Payable Management
  - Cash Management
  - Employee Termination
  - Healthy Foods
  - Hybrid and Flextime work schedule
  - Journal Entries
  - Receipt of Funds
  - Salary Classifications
  - Tobacco Free
  - Procurement
  - January 24, 2025, Agenda
- Financial Packet
  - Finance Committee Meeting Agenda 1.28.25
  - Finance Committee Meeting Minutes 1.28.25
  - TRPHD -516 W 11<sup>th</sup> St Johnson Appraisal Report
  - BOH Financials- November 2024
  - BOH Financials- December 2024
  - TRPHD Auditor Confirmation (2023-2024)
  - Two Rivers Public Health Department Final copy (2023-2024)
  - TRPHD Pools and Spas List
- 1/25 Newsletter
- 12/24 Newsletter
- 12.3.24 BOH Meeting Minutes

- 2025 BOH Meeting Schedule
- BOH 2025-2027 Terms and Committees updated
- BOH 2025 Committees
- BOH Meeting February 4, 2025, Agenda
- Health Director Evaluation 2025 blank
- Board of Health Education February 2025
- LB147
- LB203
- LB245
- LB261
- LB287
- LB309
- LB506
- Organizational Chart
- Resolution No 2024- 1 Adaption of Retail Food Safety Program
- Resolution No. 2025-1 Adopt Title 178 and Fee Schedule
- Strategic Plan Update January 2025
- Bylaws 12.6.2022

Heath Hofstetter exited the board meeting at 6:10 PM.

**APPROVAL OF MINUTES FROM DECEMBER 3, 2024, MEETING.** Motion made by Lynch, seconded by Grams to approve December 3, 2024, minutes as presented. **Roll call vote, 6 ayes, 0 nays, 5 abstain (Stewart, Thorell, Streeter, Reiner, and Robb), Motion carried.**

**REORGANIZATION- ELECTION OF OFFICERS AND BOARD MEMBER TERMS.**

J. Eschliman noted this meeting as the first of the calendar year, thus requiring reorganization and election of officers, approval of board members’ terms, review of 2025 meeting schedule, and approval of fiduciary institution signatories.

Motion made by Streeter, seconded by Beecham to approve the slate of election officers: Hunter-President, Lynch-Vice President, Hatch-Treasurer, Thorell-Secretary and renewal of board terms (as identified as Current Members Expiring) as presented. **Roll call vote, 7 ayes, 0 nays, 3 abstain (Lynch, Hunter, Thorell) Motion carried.**

**APPOINTMENT OF COMMITTEE MEMBERS.** J. Eschliman and Hunter discussed potential committee assignments. Current openings on the Policy, Clinical, and Advocacy Committee. Hunter asked for volunteers and appointed Stewart to Finance and Grams to Policy committees, respectively.

**FINANCIAL INSTITUTION SIGNATORIES.** J. Eschliman discussed the need to remove Dr. Kate Goodwin as a financial institution signatory due to her term ending and resignation from Board of Health. The new approved list of signatories is presented: Dan Lynch, Cody Krull, Daren Hatch, Jeremy Eschliman, and Sue Hunter.

**APPROVAL OF SIGNATORIES.** Motion made by Lynch, seconded by Thorell to approve financial signatories as presented. **Roll call vote, 11 ayes, 0 nays. Motion carried.**

Cody Krull entered the board meeting at 6:23 PM.

### **DIRECTOR'S REPORT**

J. Eschliman provided updates on current bills of public health interest in the Unicameral. J. Eschliman, Dr. Robb, and Dr. Beecham discussed the current concerns with the confirmed backyard flock in Kearney County (Two Rivers Public Health Department District), which has tested positive for highly pathogenic avian influenza (HPAI). J. Eschliman noted the affected birds were depopulated to prevent further transmission of the virus and exposed individuals were being monitored by clinical section staff.

Mulligan, Green, and Viar reviewed the key components of the Retail Food Program planning phase including the timeline. Mulligan provided an overview of the remaining steps needed to launch the program, including training and hiring staff during the pilot phase in Buffalo County. The Board discussed progress and provided feedback on the next steps to ensure a successful rollout. Mulligan, Green, and Viar provided an update on the Swimming Pool Program planning and initiation phases with key aspects of the fee structure, implementation and ensuring alignment with strategic plan goals.

Haley provided an overview of the clinical section activities and presented data on the number of vaccines administered and dental services provided across the various counties in the district.

Katie Mulligan presented an update on the TRPHD Strategic Plan noting the successful accomplishments with this iteration of the strategic plan over the last 3 years.

J. Eschliman shared his vision and aspirations for the future of the Two Rivers Public Health Department, accompanied by a visual representation of the organization chart (e.g. future organization chart). J. Eschliman discussed current office space limitations and potential office space expansion considerations with the board.

### **OLD BUSINESS**

**Tabled Policies-** Mulligan reviewed the changes to the policy per committee and legal recommendations. **Motion to approve 309.2 Job Abandonment, 343 Return to Work.** Motion made by Lynch, seconded by Stewart to approve 309.2 Job Abandonment, 343 Return to Work. **Roll call vote, 12 ayes, 0 nays, Motion carried.**

Melissa Hall entered the board meeting at 7:38 PM.

Nicole Thorell exited the board meeting at 7:39 PM.

### **NEW BUSINESS**

#### **DISCUSSION OF LEGISLATIVE ADVOCACY / POTENTIAL ACTIONS.**

J. Eschliman provided position recommendations by the board on current bills in the Unicameral of public health interest. J. Eschliman recommended the following positions by taken by the board of health on current legislative bills: 261 opposed, 245 support, 506 support, 287 support, and 309 support. Motion made by Beecham, seconded by Lynch, to approve a resolution to support and oppose the legislative bills as recommended by J. Eschliman. **Roll call vote, 12 ayes, 0 nays, Motion carried.**

**DISCUSSION/ACTION ENVIRONMENTAL FEES FOR SWIMMING POOLS (RESOLUTION 2025-1)**

J. Eschliman and Mulligan reviewed Resolution 2025-1 Adoption of Pool Regulations and Fee Schedule for Local Permitting of Public Pools. Green discussed the proposed fee schedule for swimming pools permits necessary to support the implementation. Motion to approve Resolution 2025-1 Adoption of Pool Regulations and Fee Schedule for Local Permitting of Public Pools made by Lynch, seconded by Grams to approve Resolution 2025-1 Adoption of Pool Regulations and Fee Schedule for Local Permitting of Public Pools. **Roll call vote, 12 ayes, 0 nays, Motion carried.**

Motion made by Beecham, seconded by Krull to ratify Environmental Health fees as presented by the Health Director. **Roll call vote, 12 ayes, 0 nays, Motion carried.**

**REVIEW AND DISCUSSION OF ORGANIZATIONAL BYLAWS.**

J. Eschliman discussed the annual review of the current organizational Bylaws soliciting any potential changes be directed to the Health Director before the next meeting.

**RECOMMENDATION TO APPROVE POLICIES 109.3 PUBLIC COMMENT AT BOARD OF HEALTH MEETINGS AND 120 PUBLIC RECORDS REQUEST.**

Mulligan reviewed the changes to the policy per committee and legal recommendations. Motion made by Krull, seconded by Grams to approve 109.3 Public Comment at Board of Health Meetings, 120 Public Records Request. **Roll call vote, 12 ayes, 0 nays, Motion carried.**

Brady Beecham exited the board meeting at 8:28 PM.

**RECOMMENDATION TO APPROVE NOVEMBER AND DECEMBER 2024 FINANCIAL REPORTS.**

Valenti discussed the finance committee meeting that occurred on January 28, 2025, resulting in a recommendation by the committee for approval of November and December 2024 financial reports. Valenti provided an overview of financial reports. Motion made by Lynch, seconded by Streeter to approve November and December 2024 financial reports. **Roll call vote, 11 ayes, 0 nays, Motion carried.**

**RECOMMENDATION TO REVIEW/ACCEPT 2023-2024 FINANCIAL AUDIT.**

J. Eschliman and Valenti welcomed Kerry Gustafsson, Dana F. Cole & Company LLP to present a brief overview of the 2023-2024 audit and single audit and answered questions from the board. Motion made by Grams, second by Streeter to accept 2023-2024 financial audits as presented. **Roll call vote, 11 ayes, 0 nays, 0 abstain. Motion carried.**

**INITIATE HEALTH DIRECTOR EVALUATION (INFORMATION ONLY).**

Hunter discussed the current health director evaluation form, asking for board member feedback with a timeline with a date to return to Hunter (President) by March 17, 2025. Hunter noted evaluation presented at the previous board meeting and available in paper format tonight in addition to be sent out via email with supporting documents in the near future.

**PUBLIC COMMENT.**

The board accepted public comments.

**ADJOURNMENT.**

Motion made by Lynch and second by Hoffman to adjourn. The Two Rivers Public Health Department Board of Health meeting was called to adjournment by consensus at 8:38 PM by Hunter.

**NEXT BOARD MEETING: April 8, 2025**

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole Thorell".

Nicole Thorell,  
Secretary (AS/JE)