



701 Olson Drive, Ste. 101 Papillion, NE 68046  
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**Sarpy/Cass Health Department  
Board of Health Meeting  
January 23, 2017**

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:** Ruth Cover – present; Linda Finney – present; Demetria Geraldts – present; Dr. John Harris – present; Janet McCartney – present; Gary Mixan – absent; Dr. Matt Neumann – not present (arrived at 5:40 p.m.); John Sheehan – present; Dr. Jeffrey Strohmeyer – not present (arrived at 5:35).

**Staff Present:** Shavonna Lausterer, Director; Jenny Steventon, Assistant Director, Erin Ponec, Office Manager

**Guests Present:** Jack Lengemann, CPA, Auditor, Lengemann & Associates; Mike Williams, Williams-Deras & Associates; Stephanie Dow, Williams-Deras & Associates; Dr. Karen Priefert, Sarpy resident.

**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.**

Sheehan moved, seconded by Finney to approve agenda as submitted. Roll call states as follows: Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan - absent Dr. Neumann – not present; Sheehan – aye; Dr. Strohmeyer – not present.

**Approval of Meeting Minutes:**

Cover moved, seconded by Finney to approve the October 24, 2016 meeting minutes as submitted. Roll call states as follows: Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; McCartney – abstain; Mixan - absent Dr. Neumann – not present; Sheehan – aye; Dr. Strohmeyer – not present.

**Presentation: Jack Lengemann, CPA, Auditor, Lengemann & Associates**

Lengemann presented the (submitted) audit report for Fiscal Year ending June 30, 2016. No issues of concern. The SCHD has solid internal controls in place.

No roll call and/or vote necessary.

**Presentation: Mike Williams and Stephanie Dow, Williams-Deras & Associates**

Williams recommended renewing the with United Health Care, option 3. The renewal date is February 1, 2017.

Sheehan moved, seconded by Cover to approve the recommendation of Williams to renew on February 1, 2017 with United Health Care, option 3. Roll call states as follows: Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; McCartney – aye; Mixan - absent Dr. Neumann – aye; Sheehan – aye; Dr. Strohmeyer – aye.



Department of Health & Wellness

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**Presentation: Accreditation Update – Jenny Steventon, Assistant Director**

Seeking the opinion of the BOH as to whether they are in agreement to continue with the accreditation process. Currently, the fees associated with applying for accreditation are \$21,000 for the application, and \$8,400 as an annual renewal. In addition, the SCHD would have to reapply every 5 years.

Steventon stated that as of right now, grants and other sources of funding are not based on whether a department is accredited; however, that could change in the future.

It was the decision of the BOH that the department continue working towards accreditation and they will revisit whether to apply when the process is 80% complete. The Department has 60% of the requirements complete.

**Treasurer's Report:**

Dr. Neumann reported that he and Lausterer have been discussing the office space needs of the SCHD. The BOH has decided to remain in the current space and the landlord has agreed to allow the Department to pay month to month without incurring the 150% increase in monthl rent. The landlord is drafting an estimate for the cost to renovate the current space to accommodate our needs. More information will be available at a later date.

McCartney moved, seconded by Sheehan to approve the treasurer's report as submitted. Roll call states as follows: Cover – aye; Finney - aye; Gerald's – aye; Dr. Harris – aye; McCartney – aye; Mixan – absent; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmeyer – aye.

**Director's Report:**

See full report at the end of the meeting minutes.

**Other Business:**

Nothing to report

**Standing Committee Reports:**

**Nomination Committee:** The nomination of the BOH Vice President was tabled until the next meeting; the BOH will then vote on all officer positions.

**Finance Committee:** Nothing to report

**Personnel Committee:** Nothing to report

**Program Committee:** Nothing to report

**Medical Director's Report:** Nothing to report

**Public Input:**

None

**Information:**

**Announcements:** None

**Correspondence:** None

**Next Meeting:** March 23, 2017, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.



Department of Health & Wellness

**Executive Session:**

None

**Adjournment:**

Dr. Neumann moved, seconded by Finney to adjourn the meeting. BOH approved by consensus. No roll call taken.

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ATTEST:

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

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John Sheehan, Secretary  
Sarpy/Cass Board of Health



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### BOH Director's Report

January 23, 2017

(Reporting Period November 2016 – December 2016)

#### Department Updates

- December 6<sup>th</sup> – SCHED received Breastfeeding Friendly Business award from the Nebraska Breastfeeding Coalition, Department of Health and Human Services, and the Women's Health Advisory Council.
- Presented an overview of SCHED to Sarpy County Board of Commissioners on December 13, 2016. John Sheehan attended.
- Bellevue University and the Sanford Institute of Philanthropy hosted a panel discussion with community foundation leaders to discuss the competitive environment and what foundations are looking for in applications. Focused on sustainability, capacity building, and strategic/business plans.
- Met with Haley Armstrong, Nebraska Medicine's Community Relations Coordinator. Bellevue Medicine is interested in partnering with the Department to address their Community Health Improvement Plan (CHIP) Priorities. The partnership includes funding. Proposal is pending. BMCs priorities are Cancer, Access to Care, Injury Prevention, and Mental Health
- Completed July 1, 2015- June 30, 2016 Annual Report

#### Legislative Update

- Attended the hearing on LR 517 Interim study to examine the long-term fiscal sustainability of the Nebraska Health Care Cash Fund
- The Governor submitted three bills, LBs 22, 23, 24 that identify cuts in the current fiscal year budget (legislature -appropriated funds) and authorizes expenditure of those cuts in the next biennium budget, filling a part of the budget gap. Public Health not impacted in this fiscal year, but could be in the next biennium budget.
- Selected to represent health directors on the Go Healthy Nebraska Coalition- (See Attachments)
- Senator Howard introduced LB 438- Increase cigarette and tobacco taxes as prescribed and provide for the distribution of funds (\$6M for local public health). BOHs may be asked to submit a letter of support at the appropriate time. (LB 438 is attached).
- Met with Senator Crawford, DHHS, VA, and NALHD to discuss VetSET program and suicide prevention for veterans.

**Attachments:** LB 438, 2017 Tobacco Tax Bill Talking Points, Go Healthy Coalition Info Pager, Tobacco Tax Increase Benefit for Lower Income Smokers & Families

#### Personnel/Policy/Department Changes



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- Tracking mold complaints and pending discussion with DHHS about transitioning environmental health services (pool, daycare, mobile home inspections). If transferred will justify a FTE for an Environmental Health Coordinator.
- Nebraska Interactive chosen as the marketing agency to assist us with our re-branding efforts. A short survey was sent from Sara Larkin to Staff and Board members.

#### Financial Updates

- Effective January 2017, DHHS will make the infrastructure, per capita, and general funds payment monthly, not quarterly.
- Awarded a total of \$23,000 in grants from the following:
  - \$10,000 from DHHS Accreditation Grant focusing on the Department's brand/identity (Strategic Planning Goal).
  - \$7,500 mini grant from Safe Kids NE, DHHS to support upcoming fire and burn prevention education efforts and for staff member to attend the Injury Prevention Conference 2017.
  - \$5,000 no cost extension for VetSET to outreach and partner building efforts to support Cass County SMVF (service members, veterans, and families).
  - \$500 grant from the NE Breastfeeding Coalition to assist businesses with developing a Lactation in the Workplace policy.
- Preparing to apply for the DHHS Office of Health Disparities and Health Equity Grant- RFP released in February 2017. Projects must demonstrate cultural competence in their design and focus on one of the following: Obesity, Cardiovascular disease, Infant mortality, and Diabetes.
- Applying to the Kresage Foundation's Emerging Leaders in Public Health leadership development initiative. Selected leaders will embark on an 18-month, action oriented experience focused on the design and implementation of a "transformative concept" that shifts or expands the capacity of the local health department. Grant amount up to \$125,000. Application due: February 20, 2017.

#### Strategic Planning (SP) & Community Health Improvement Plan (CHIP)

- Strategic Planning- Action plan was developed for each goal- will update and distribute plan.
- Evaluating results from CHIP process and will write a report. Next steps- share results with BOH and stakeholders; determine how priorities align with strategic plan; develop a CHIP implementation plan with stakeholders.

#### Program Updates

- **Active Aging**
  - Continued to provide foot clinics at the following senior centers: Papillion, Intercultural Center, Bellevue, Plattsmouth, United Methodist Church, and LaVista. A total of 97 seniors were served in the clinics.
  - Conducted 8 home visits during the reporting period and provided 4 health education consultations between November and December.



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- Held 3 holiday nail care clinics during Thanksgiving and Christmas at Trinity Courtyard Assisted Living and Bellevue Senior Center. Our services usually do not include fingernail care, however the extra care was intended to provide special pampering during the holidays.
  
- **Disease Investigation & Control**
  - Continuing to provide case management for a pulmonary Tuberculosis case, began 8/1/16; Following up on an individual with LTBI (latent tuberculosis infection)
  - Influenza is on the rise; 33 rapid tests reported- 24 influenza A, 8- influenza B. All influenza vaccine ordered has been used.
  - Shigella outbreak in an elementary school- infection control measures provided.
  - Norovirus outbreak at a nursing home- infection control measures provided.
  
- **Emergency Preparedness**
  - Completed the Cities Readiness Initiative Operational Readiness Review with DHHS. The purpose of the assessment is to measure a jurisdictions ability to plan and examine its ability to execute a response requiring distribution and dispensing of medical countermeasures.
  - Continues to attend response partner planning meetings
  - Revise and update the Departments ERP with a focus on the volunteer management and continuity of operations plans.
  
- **Environmental Health**
  - Conducted inspections of six indoor swimming pools in Sarpy County.
  - Began activities related to the 2017 Radon Awareness and Risk reduction subaward.
  - Fielded 40 calls concerning mold, radon, chemical, and water quality.
  - Completed final documentation for the 2016 West Nile Virus subaward and began collecting information for the subaward extension.
  - Completed final documentation for the 2016 Comprehensive Cancer Control's radon subaward.
  - Completed final report for the Comprehensive Cancer Control Program radon project.
  
- **Health Hub**
  - Completed Health Hub planning document, logic models and FOBT screening template.
  - Will begin health coaching calls with Every Woman Matters (EWM) program clients on health coaching list and implement evidence based strategies.
  - Will begin distributing FOBT kit within Sarpy and Cass counties.
  
- **MCH Home Visitation**
  - 25 families currently enrolled in MCH home visiting; 21 in Sarpy County and 4 in Cass County. This includes 27 children and 3 pregnant women.
  - Conducted 72 home visits between November 1 and January 16.
  - Preparing informational mailings to Sarpy and Cass County businesses to increase lactation support in the workplace.



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- **Safe Kids**
  - Developed new partnerships with organizations willing to provide free monthly car seat inspection station to include Midland's hospital and GM dealerships.
  - Applied for Walmart Foundation's Community Giving grant for \$2,500 to support upcoming bike/concussion safety program.
  - Presents handwashing education to over 130 Pre K-1 graders; installed over 35 car seat installations and provided 18 car seats to low income families.
  - Developed, distributed, and currently collecting survey responses from community partners to assist in determining needs and wants of local residents/organizations.
  
- **VetSET**
  - Participated in the STRATCOM Health and Resilience fair- over 449 participants attended.
  - Continued to provide Military Cultural Competence training to local partners specifically regarding incidence of ALS in veteran population and VA benefits/healthcare.
  - Facilitated resource coordination for a Sarpy County (SC) veteran in need of a health advocate within the Omaha VA Medical Center- resolved repeated emergency room visits; for a SC disabled veteran in need of assistance in child custody resolution to include transportation between states; for a SC homebound veteran and ENOA (Eastern Nebraska Office on Aging)