

**Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
July 21, 2014**

Board President, Vicky Roberts, called the meeting to order at 5:35 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: Dale Davenport – present; Dr. John Harris – excused; Dr. Matt Neumann – present; Jane Nitchals – present; Vicky Roberts – present; John Sheehan – excused; Dr. Jeffry Strohmeyer – excused; Jim Thompson – not present; John Warsing – present.

Staff Present: Dianne Kelly, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder; Cindy Ossino, School Health Coordinator

Guests Present: Mike Polk, Sena & Polk, LLC

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.

The agenda was approved by consensus. No roll call taken.

Approval of Meeting Minutes:

Warsing moved, seconded by Dr. Neumann to approve the June 2, 2014, meeting minutes as submitted. Roll call states as follows: Davenport – aye; Dr. Harris – excused; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Sheehan – excused; Dr. Strohmeyer – excused; Thompson – not present; Warsing – aye.

Policies/Inter-local Agreement, Mike Polk, Sena & Polk, LLC

Per Polk, the BOH would need to amend the inter-local agreement and present the changes to both the Sarpy and Cass County Commissioners. Once that is completed, it would be beneficial to ratify all decisions made by the BOH up to this point.

It was decided that Jenny Steventon, Dale Davenport, Vicky Roberts and John Sheehan will meet via conference call to draft changes to the inter-local agreement. All changes will then be voted on by the BOH at the August 25th meeting.

Treasurer's Report:

Deferred to future meeting.

Director's Report:

Kelly reported the following:

Kelly announced her retirement. Her last day will be August 22, 2014.

Three mini-grants were awarded this grant cycle. Those awarded were Cornerstone Christian School, LiveWise and Plattsmouth Community Schools; Met with insurance broker, Mike Williams, Williams-Deras & Associates, regarding health insurance renewal; more information to come.

The positions for Emergency Response Planning Specialist and a part-time Elder Care coordinator are still open. Nitchals suggested advertising at local universities.

Other Business:

Nothing to report

Standing Committee Reports:

Nomination Committee: Roberts will not be seeing another term on the BOH; however, she will remain until a replacement is found. An ad will be placed for a new representative from Cass County.

Policy 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: August, 25, 2014, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

Executive Session:

Nitchals moved, seconded by Warsing to adjourn into executive session at 6:25 p.m. to discuss personnel matters. Roll call states as follows: Davenport – aye; Dr. Harris – excused; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Sheehan – excused; Dr. Strohmyer – excused; Thompson – not present; Warsing – aye.

Nitchals moved, seconded by Davenport to adjourn out of executive session at 6:35 p.m. Roll call states as follows: Davenport – aye; Dr. Harris – excused; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Sheehan – excused; Dr. Strohmyer – excused; Thompson – not present; Warsing – aye.

Per the BOH, due to the announcement of Kelly's retirement effective August 22, 2014, the BOH will offer Jenny Steventon the position of Interim Director at the August 25, 2014 meeting. Steventon's salary will also be adjusted at this time. There will be more information to come at the August 25th meeting in regards to finding a permanent replacement for Kelly.

Davenport moved, seconded by Neumann to offer Steventon the position of interim director with a salary adjustment at the August 25th meeting. Roll call states as follows: Davenport – aye; Dr. Harris – excused; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Sheehan – excused; Dr. Strohmyer – excused; Thompson – not present; Warsing – aye.

Adjournment:

Warsing moved, seconded by Neumann to adjourn the meeting at 6:45 p.m. Roll call states as follows: Davenport – aye; Dr. Harris – excused; Dr. Neumann – aye; Nitchals – aye; Roberts – aye; Sheehan – excused; Dr. Strohmyer – excused; Thompson – not present; Warsing – aye.

ATTEST:

Vicky Roberts, President
Sarpy/Cass Board of Health

Matt Neumann, DDS, Secretary/Treasurer
Sarpy/Cass Board of Health