

Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
February 8, 2016

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: Brenda Carlisle – present; Ruth Cover –present; Linda Finney - present; Demetria Geraldts – present; Dr. John Harris – present; Dr. Matt Neumann – not present (arrived at 6:00 p.m.); John Sheehan – present; Dr. Jeffry Strohmyer – present; John Warsing – present.

Staff Present: Shavonna Lausterer, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder.

Guests Present: Mike Williams and Stephanie Dow, Williams-Deras & Associates

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.

Dr. Strohmyer moved, seconded by Warsing to approve the agenda as submitted. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Approval of Meeting Minutes:

Dr. Strohmyer moved, seconded by Warsing to approve the October 26, 2015, 5:30 p.m.,meeting minutes as submitted. Roll call states as follows: Carlisle – abstain; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Warsing moved, seconded by Finney to approve the October 26, 2015, 6:00 p.m.,meeting minutes as submitted. Roll call states as follows: Carlisle – abstain; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Insurance Renewal, February 1, 2016: Mike Williams, Williams-Deras & Associates:

Williams explained that his recommendation was to stay with United Healthcare, move to optional one.

Warsing moved, seconded by Carlisle to approve Williams' recommendation Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Treasurer's Report:

Warsing moved, seconded by Carlisle to approve the treasurer's report as submitted. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann –

not present; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Director's Report:

Per Lausterer:

LB 1013 (Cigarette Tax increase): Still in the revenue committee; met with Senator Smith. In order for the bill to move to the Legislature floor, 5 out of 8 Senator's need to vote in favor of the increase.

Attended Nebraska Association of Local Health Director's Strategic planning workshop, focused on Uniform Guidance.

Met with the personnel committee to discuss a personnel issue regarding an employee who resigned.

1st Zika case reported in Sarpy County on February 4th.

Steventon has been working to revise the employee evaluation form. Clarification is needed regarding cost of living adjustment (COLA) and merit raise. Are the two supposed to be broken out separately or combined?

After discussion, the motion was 1% COLA, up to 2% merit, with the intent to revisit the topic again in one year.

Warsing moved, seconded by Carlisle to approve the motion. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

In order to update the policy manual, policies are in the process of being updated / formatted. The BOH will be kept informed at all times. Carlisle expressed no need to have policies approved by the BOH as long as they are being kept aware of any changes.

Warsing suggested the Health Department employees should be given President's Day and Columbus Day as their designated holidays, as well as keeping the floating holiday.

Sheehan moved, seconded by Finney, to add President's Day and Columbus Day to the list of holidays given to the employees, as well as keep the floating holiday. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

In addition, if a holiday falls on a day that a part-time employee was not working, the part-time employee will be paid for an average of their normal work time. No vote was taken.

After the strategic planning session, the new mission and vision have changed.

Vision: "The highest quality of life for all Sarpy and Cass County residents".

Mission: "To improve the lives of all Sarpy and Cass County residents through prevention, promotion, and protection of the public's health".

Cover moved, seconded by Sheehan to adopt the new vision and mission statements, with the exception of spelling out Board of Health and not abbreviating. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – aye; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – aye; Warsing – aye.

Lausterer was made aware that the State will pay for STD/HIV testing and treatment. We could charge an office visit fee. Per Lausterer, we would probably focus on STD's. We would need to train someone in STD counseling.

Receiving up to \$33,000 for the HealthHub contract; first phase is compiling data.

Making Connections grant, total received will be \$135 + \$6,225.00. This grant will identify needs for veterans and their families.

Other Business:

Nothing to report

Standing Committee Reports:

Nomination Committee: Finney, Geraldts, and Dr. Neumann are be up for re-nomination in April.

Policy Committee: Cover has been reviewing all BOH policies. Cover would like to add a review of the by-laws to the next agenda.

Personnel Committee: Will be discussed in Executive Session.

Program Committee: Nothing to report

Medical Director's Report: Nothing to report.

Public Input:

None

Information:

Announcements: Per Cover, in October the National Security Strategy was updated. The wording on the public health core capabilities have changed. According to Lausterer, on March 3rd, the BOH members are welcome to attend the full scale exercise at Bellevue East. This will test how many people/medication courses can be given out in an hour. Per Carlisle, she has been nominated to the NSA board member.

Correspondence: None

Next Meeting: March 28, 2016, 5:30 p.m., at the Sarpy/Cass Department of Health & Wellness, 701 Olson Drive, Ste. 101, Papillion, NE 68046.

Executive Session:

Sheehan moved, seconded by Warsing to move into Executive Session at 7:10 p.m. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – not present; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – not present; Warsing – aye.

Carlisle moved, seconded by Dr. Neumann to move out of Executive Session at 7:32 p.m. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – not present; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – not present; Warsing – aye.

Personnel matters are directed back to the personnel committee and for preparation of documents to be reviewed and signed by the committee chair.

Carlisle moved seconded by Sheehan to approve the motion. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – not present; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – not present; Warsing – aye.

Adjournment:

Carlisle moved, seconded by Sheehan to adjourn the meeting at 7:35 p.m. The Board was in consensus. Roll call states as follows: Carlisle – aye; Cover – aye; Finney - aye; Geraldts – aye; Dr. Harris – not present; Dr. Neumann – aye; Sheehan – aye; Dr. Strohmyer – not present; Warsing – aye.

ATTEST:

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

John Sheehan, Secretary
Sarpy/Cass Board of Health