

Board of Health Minutes

South Heartland District Health Department

United Church of Christ, 220 S Alexander, Clay Center, NE 68933

May 7, 2025 8:30am

Topic, Lead Person	Comments/Actions		Roll Call/Vote
	Staff	Michele Bever, Kelly Derby, Sam Coutts	
Welcome & Call Meeting to Order Board President (Chair)	<p>The May 2025 Board of Health meeting was called to order by Board President, Sandra Nejezchleb, at 8:32 am.</p> <p>Open Meeting Statement read aloud by Board President Sandra Nejezchleb: <i>Prior to this meeting a notice was posted in the newspapers in Adams, Clay, Nuckolls, and Webster counties. Each member of the Board received a copy of the proposed agenda. The agenda for this meeting was kept continuously current and was available for public inspection at South Heartland District Health Department (SHDHD), 606 N Minnesota, Ste 2, Hastings, NE, and on the website. This meeting is being held in open session. A copy of the Nebraska Open Meeting Law has been posted in this meeting room and is available for the public's review. A link to the Nebraska Open Meeting Law is posted with Board Agenda on the SHDHD website.</i></p>		
Determine Quorum	<p>Introductions/Roll Call</p> <p><i>Quorum met</i></p>		<p>Present Amyot, Grove, Jobman, Kleppinger, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham (8:34), Shackelford, Shaw, Williams</p>
			<p>Absent Harrington, Kohmetscher, McMeen, Pohlmeier-Mans</p>
Approve or Amend Agenda	Motion to approve the May 7, 2025 Board Meeting Agenda		Ayes: All
	Motion	Shackelford	
	Second	Amyot	Nays: None
	<i>Motion Passed (voice vote)</i>		
Approve Minutes	Motion to approve the January 8, 2025 Minutes		Ayes: All
	Motion	Shackelford	
	Second	Jobman	Nays: None
	<i>Motion Passed (voice vote)</i>		

<div>Annual Meeting Business Chair</div>	<div><p>The Board was requested to complete the annual paperwork included in their packets (Commitment to the Board, Conflict of Interest, Confidentiality, plus the annual Board Performance Management/Evaluation survey) and given a few minutes to do so.</p><p>Sam Nejezchleb asked Board members to serve (or continue to serve) on Committees for March 2025-March 2026, encouraging every Board member to serve on at least one committee.</p><p><u>Ethics Committee</u>: Jerry Grove (will continue); Barb Harrington (not present but confirmed in advance that she would serve); Michelle Oldham (will continue); Nanette Shackelford (will continue); Kathy Murphy Buschkoetter (will serve); Kathy Amyot (will serve)</p><p><u>Finance Committee</u>: Charles Neumann, Treasurer (will continue); Nanette Shackelford (will continue); Richard Shaw (will continue); Sandra Nejezchleb, President (will serve)</p><p><u>Policy Committee</u>: Charles Neumann (will continue); Barb Harrington (not present but confirmed in advance she would serve); Sandra Nejezchleb (will continue)</p><p><u>SALBOH Representative</u>: Sandra Nejezchleb, President (will continue)</p><p><u>Representative to Staff Wellness Committee</u>: Kathy Amyot (will continue)</p><p><u>Public Health Awards Committee</u>: Nanette Shackelford (will continue); Sandra Nejezchleb, President (will continue), Torey Kohmetscher (not present, but confirmed by text she would be willing to continue to serve)</p><p><u>Nominating Committee</u>: Mike Kleppinger (will continue); Torey Kohmetscher (not present, but confirmed by text she would be willing to continue to serve)</p><p><u>Strategic Planning Committee</u>: Sandra Nejezchleb (for Clay Co); Jerry Grove (for Nuckolls Co); Erin Jobman (for Webster Co); Michelle Oldham (for Adams Co); Kathy Amyot (professional representative)</p><p>Motion to approve Board Committee Assignments for March 2025 - March 2026</p><table><tr><td>Motion</td><td>Williams</td></tr><tr><td>Second</td><td>Amyot</td></tr></table><p>Motion Passed (voice vote)</p></div>	Motion	Williams	Second	Amyot	<div><div>Ayes: All</div><div>Nays: None</div></div>
Motion	Williams					
Second	Amyot					
<div>Finances K Derby</div>	<div><p>As of April 30, 2025, the Department has \$1.2M In cash, no debt, and net income of \$210K, the latter largely the result of State Appropriations protected throughout the year and lump sum grant funds unspent. The budget shows that both income and expenses were underestimated this year. Derby will monitor the budget closely through the remaining two months of the fiscal year. There are a few big ticket items (building remodel, window replacement, and van customization) that will need to be managed within the ~\$600K left to spend.</p><p>Motion to accept the Financial Report</p><table><tr><td>Motion</td><td>Murphy Buschkoetter</td></tr><tr><td>Second</td><td>Shackelford</td></tr></table><p>Motion Passed (voice vote)</p></div>	Motion	Murphy Buschkoetter	Second	Shackelford	<div><div>Ayes: All</div><div>Nays: None</div></div>
Motion	Murphy Buschkoetter					
Second	Shackelford					

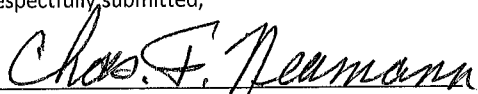
Legislative/Funding Updates M Bever	M. Bever reviewed the Board Governance Function of <i>Resource Stewardship</i> and provided an overview of the significant financial challenges facing the public health system following a projected \$3.5-\$4.5 million statewide budget cut to public health aid. Bever reviewed the statewide public health budget from 2001 to 2025, emphasizing the critical role of state appropriations in sustaining essential services and foundational capabilities. Board members reviewed a list of key programs and services and tried their hand at prioritizing based on value and effort. This type of evaluation aims to preserve high-impact initiatives while ensuring the department remains financially viable and reinforces the broader value of public health. Staff will be introduced to the same value/effort prioritization exercise next week.			
Finance Committee C Neumann	<p>The Finance Committee meeting minutes were included in the packet.</p> <p>Neumann informed the Board that the health department will transition to annual payments for reaccreditation.</p> <p>Neumann asked commissioners from each county about projected cost-of-living adjustments for their counties. Most had not finalized yet. The federal (social security) COLA for 2025 is 2.5% 3.2% (was listed incorrectly in the finance committee minutes). COLA and wage discussions will be revisited at the July meeting.</p> <p>Neumann also updated the Board on facility renovations, confirming that the health department has signed a contract with Master Builders to proceed with improvements. The committee reasoned, in light of likely cuts in state aid to public health effective next fiscal year, that it was still prudent to move forward with renovations now because the funds for the renovations were in this year's budget, had been saved from general funds over previous years for this purpose, and because large cash reserves give the impression that public health is generously funded. Additionally, the van for outreach services has been delivered, and wrap design options from Afterhours Grafix were just received (shared these with the Board). The van project is funded by City of Hastings (ARPA).</p> <p>The Finance Committee presented a motion for full board approval to adjust SHDHD's health director salary range minimum and midpoint, setting a minimum of \$85,000 and a midpoint of \$105,000 to align with comparable local health departments and they recommended a raise to \$99,840 (\$48/hr) for the director. It was noted that this amount was included in the current annual budget, but that this new salary did not yet even meet the midpoint of the proposed adjusted wage range.</p> <p>Motion to approve Board recommendations for Executive Director salary range adjustments and raise</p> <table><tr><td>Motion</td><td>Finance Committee</td></tr></table> <p><i>Motion Passed (roll call)</i></p>	Motion	Finance Committee	<p>Ayes: Amyot, Grove, Jobman, Kleppinger, Murphy Buschkoetter, Nejezchleb, Neumann, Oldham, Shackelford, Shaw, Williams</p> <p>Nays: None</p>
Motion	Finance Committee			

Policy Committee S Nejezchleb	<p>Policy Committee meeting minutes were included in packet.</p> <p>S. Nejezchleb informed the board the following policies were reviewed with minor changes made: <u>HR408</u> Safety Committee, <u>HR410</u> Weapons and Firearms, <u>HR411</u> Transportation of Sensitive Documents, <u>HR500</u> Lactation/Breastfeeding, <u>HR505</u> Fax & Email Communications Security, <u>HR510</u> Office Safety; <u>HR308</u> Employee Records; <u>HR310</u> Employee Grievance; <u>HR405</u> Vehicle Use; <u>HR407</u> Records Retention; <u>HR409</u> Surveillance; <u>HR512</u> Drug & Alcohol; <u>HR501</u> Employee Immunizations & TB Guidance.</p> <p>S Nejezchleb noted that the Drug & Alcohol policy was renamed to Substance Abuse Policy, due to the legalization of medical marijuana in the</p> <p>Motion to approve revised policies</p> <table><tr><td>Motion</td><td>Policy Committee</td></tr></table> <p><i>Motion Passed (voice vote)</i></p>	Motion	Policy Committee	<p>Ayes: All</p> <p>Nays: None</p>		
Motion	Policy Committee					
Policy Committee S Nejezchleb	<p>The Policy Committee brought forward the new HIPAA Hybrid Entity Policy to define South Heartland District Health Department as a hybrid entity and designate its health care components, in accordance with the privacy regulations promulgated pursuant to the Health Insurance Portability and Accountability Act ("HIPAA"), Public Law 104-191 and the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), Public Law 1115. This Hybrid Entity Policy addresses the requirements of 45 C.F.R. §§ 164.103 and 164.105.</p> <p>Motion to approve HIPAA Hybrid Entity Policy</p> <table><tr><td>Motion</td><td>Policy Committee</td></tr></table> <p><i>Motion Passed (voice vote)</i></p>	Motion	Policy Committee	<p>Ayes: All</p> <p>Nays: None</p>		
Motion	Policy Committee					
Bi Monthly Report M Bever	<p>M. Bever presented the staff bi-monthly reports (from Jan/Feb and from Mar/Apr), highlighting pictures from recent events, program highlights and progress on the 5 goals in the Strategic Plan.</p> <p>The Board reviewed a success story from January February, featuring Heidi's work in oral health, with Valley Hope documenting the impact of these efforts. A disease report summarizing key health concerns was shared, including updates on lead poisoning, sexually transmitted diseases (STDs), foodborne illnesses, and measles. Additionally, wastewater data indicated a Covid uptick in January and February, followed by a decline in March and April.</p> <p>M Bever also shared updates on the SHDHD's outdoor air quality monitoring and ongoing activities for presenting the Public Health Awards. The Board received progress reports on HFA (Health Families Nebraska Heartland) home visitation program and collaborative work with Child Protective Services, as well as plans to introduce Foot Clinics and recent staff training initiatives focused on hypertension. The success story for March-April highlighted participant satisfaction with the recent series of workshops on social media and youth mental wellness led by nationally-recognized speaker Erin Walsh of Spark and Stitch institute.</p> <p>Motion to Accept the Bi Monthly Report</p> <table><tr><td>Motion</td><td>Murphy Buschkoetter</td></tr><tr><td>Second</td><td>Shaw</td></tr></table> <p><i>Motion Passed (voice vote)</i></p>	Motion	Murphy Buschkoetter	Second	Shaw	<p>Ayes: All</p> <p>Nays: None</p>
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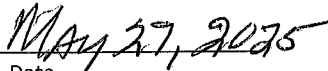
<p>Communications from Director M Bever</p>	<p>M. Bever updated the Board on recent governmental advocacy efforts, including a meeting with Senator Murman and Senator Lonowski in Lincoln (K Derby and K Amyot also attended) and a discussion with Senator Lonowski at his monthly Coffee with the Senator in Hastings. M Bever also informed the Board of a meeting with Hastings Mayor Jay Beckby to discuss communications plan between city officials and health department in the event of a potential measles outbreak.</p> <p>M Bever provided updates on new STI testing services, receiving Sherwood Foundation funds and a Sunnyside Grant award to support this work. Progress on the outreach services van was shared, with van wrap design options included in the meeting handout; Dykeman's will be managing the interior renovations.</p> <p>The Board was updated on the new Community Health Improvement Plan (CHIP), noting final strategies have been established for the three key priorities. The CHIP will be brought to the Board's July meeting for approval and rollout with the community is expected in July or August.</p> <p>The Board was asked to assist in public health advocacy efforts, particularly in protecting federal funding. A measles update was provided, noting local response procedures in the event of a positive case in Nebraska. It was noted that vaccination rates for school kindergarteners had declined statewide since 2019, dropping below community immunity threshold of 95% for measles.</p>	
<p>Communications from Board Members Chair</p>	<p>S Nejezchleb shared how communities stepped up during the recent power outage caused by a snowstorm. Community centers provided support, grocery stores donated food, and locations were made available for plugging in electronic health devices. The use of generators led to concerns about carbon monoxide poisoning, prompting a reminder about proper ventilation. Nejezchleb also discussed a 9-box succession planning activity from the Nebraska Public Health Conference that 3 board members and staff leadership team participated in - highlighting board member engagement in both board activities and the broader community. S Nejezchleb also proposed reconsidering the scheduled board meeting time, currently set at 8:30 AM, and requested feedback from board members on possible adjustments (would beginning later morning, 9:00 or 9:30 am, be better?).</p> <p>Oldham reflected on the recent public health conference, particularly discussions on succession planning to ensure smooth transitions for board members. She also commented on strategies for effectively communicating public health initiatives, including how important the language we use is, and that we need to remember our audience and use social media, etc., to get our message across.</p> <p>Amyot reported on her take-aways from the Nebraska Public Health Conference, including integrated public health with primary care, mental health services, and efforts related to free-range communities.</p> <p>Shackelford commented on the need for advocacy regarding EMTs due to challenges of meeting required training and testing (the national registry is now required for state licensing and is difficult to pass).</p>	

	Jobman shared that bird flu is now considered endemic.		
	Bever added a missed item from her ED report, informing the Board of recent staff reductions, noting one part-time staff resignation, two part-time staff terminations, and one part-time staff member whose hours were reduced.		
Public Comment	None		
Adjourn	Motion to adjourn		Ayes: All
	Motion	Nejezchleb	Nays: None
	Second	Amyot	
	Motion Passed (voice vote)		
	Adjourned 11:19am		
	Next Meeting: July 2, 2025, Nuckolls County, followed by Strategic Planning Meeting		

Respectfully submitted,



Charles Neumann, Secretary/Treasurer
Board of Health
South Heartland District Health Department


Date