

**Sarpy/Cass Department of Health & Wellness
Board of Health Meeting
January 28, 2008**

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Board President, Virgil Keller, called the meeting to order at 5:30 p.m. on January 28, 2008 at the offices of the Sarpy/Cass Department of Health & Wellness noting that a quorum was not present.

Roll Call:

Erin Ponec, Acting Recorder

Roll call states as follows: Dale Davenport; Jim Engelkemier – absent (arrived at 5:40 p.m.); Dr. Linda Ford – absent (arrived at 6:20 p.m.); Tricia A. Freeman - absent; Joni Jones - present, Virgil Keller – present; Dr. Matt Neumann (arrived at 6 p.m.); Nancy Noda – present; Vicky Roberts present.

Staff Present: Dianne Kelly, Health Director; Erin Ponec, Acting Recorder;

Guest(s) Present: Susan Hussey, Community Immunization Associate, Alegent Health Midlands Hospital; Nancy Reiss, RN, Alegent Health School Nurse Program; Julie Denker, UNO Masters of Public Health student.

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.

Approval of December 10, 2007 Meeting Minutes:

Roberts moved, seconded by Jones to accept the minutes as submitted. Roll call states as follows: Davenport – aye; Engelkemier – absent; Dr. Ford – absent; Freeman – absent; Jones – aye; Keller – aye; Dr. Neumann – absent; Noda – abstain; Roberts – aye.

United Way 2-1-1 Contract

Kelly reported that Jamie Moore, United Way of the Midlands, has been sending call reports more regularly; however, Kelly has not received a contract renewal or the information that is required for the Emergency Response contract, for example, number of “hotlines” designated for Sarpy/Cass in the event of a disaster.

Roberts moved, seconded by Davenport to invite Jamie Moore, United Way of the Midlands, to come to the February meeting, with an understanding that the ongoing support is contingent upon her attendance and response at the meeting. Roll call states as follows: Davenport – aye; Engelkemier – aye; Dr. Ford – absent; Freeman – absent; Jones – aye; Keller – abstain; Dr. Neumann – absent; Noda – aye; Roberts – aye.

Midlands Hospital Immunization Clinic Report

Susan Hussey, Community Immunization Associate, Midlands Hospital, and Nancy Reiss, RN, Alegent Health School Nurse Program, were present to share the Immunization and School Nurse Program Annual Report.

Highlights from the report: AED's are now in place in all private schools in Sarpy County. School nurses from Sarpy and Cass Counties were invited to Midlands for an in-service. Immunization clinics are in place, Midlands Hospital has a clinic every Thursday. The clinic travels to Bellevue and Plattsmouth once a month.

Treasurer's Report

It was by the consensus of the Board to allocate all program related expenditures to the programs line item.

Jones moved, seconded by Davenport to approve the treasurer's report. Roll call states as follows: Davenport – aye; Engelkemier – aye; Dr. Ford – absent; Freeman – absent; Jones – aye; Keller – aye; Dr. Neumann – aye; Noda – aye; Roberts – aye.

Director's Report:

Kelly referred to the school health report submitted by Cindy Ossino, School & Family Health Coordinator, most schools had below 4-5% absentee rates with the exception of two Cass county schools, one had 9% and the other 9.4% absentee rates. If a school were to have a 10% absentee rate, the SCDHW would then begin an investigation as to the cause of that high rate.

Per Kelly, within the last two weeks the SCDHW has been following several tuberculosis outbreaks. The Board is interested in holding a TB awareness educational program for local medical personnel. Kelly will work with the nursing staff to implement such a program.

January 7, 2008, Carol Timm, RN, BSN, started at the department as the Community Outreach Coordinator.

Mobilization for Action through Planning and Partnerships (MAPP) update: Kelly gave the Board a packet of information to prepare for the strategic planning session with on February 25, 2008.

Other Business:

Nothing to report

Standing Committee Reports:

Nomination Committee: Jones will continue recruiting efforts for new BOH members, for the terms that will expire at the end of May. A slate for officers has been completed and will be presented at a future date. BOH members agreed the open BOH positions should be announced in the local newspapers. One of the vacant positions will be the Medical Director, and the other two are Sarpy County residents. Potential candidates were discussed.

Policy Committee: Kelly and Davenport continue to work on BOH policies.

Personnel Committee: Nothing to report

Program Development: Nothing to report

Medical Director's Report: Nothing to report

Public Input: None

Information:

Announcements: The next meeting agenda item(s) will be limited to a review of the 2-1-1 contract. The remainder of the night will be spent on the development of a strategic plan. All other agenda items will be deferred until the March meeting.

Correspondence: None

Next Meeting: February 25, 2008, 5:30 p.m.

Adjournment:

Jones moved, seconded by Davenport to adjourn the meeting at 7:10pm. Roll call states as follows: Davenport – aye; Engelkemier – aye; Dr. Ford – aye; Freeman – absent; Jones – aye; Keller – aye; Dr. Neumann – aye; Noda – aye; Roberts – aye.

ATTEST:

Virgil Keller, President
Sarpy/Cass Board of Health

Vicky Roberts
Secretary/Treasurer
Sarpy/Cass Board of Health