

**Four Corners Health Department
Public Hearing followed by Board of Directors Meeting
MINUTES**

Date: Thursday, Sept 1, 2022
Time: 6:30 pm Public Hearing; followed by Board of Directors Meeting
Place: Four Corners Health Department at 2101 N Lincoln Ave., York, NE
Purpose: Public Hearing on 2023 Budget followed by Four Corners Board of Health Meeting

Call to Order of Public Hearing on 2023 Budget

Open Meetings Act

Roll Call

Present:

Commissioners / Supervisors: Jack Sikes, Ron Boruch

MD and DDS: Dr. Jillian Fickenscher; Dr. Elizabeth Papineau

Spirited Members: Roger Reamer, Darla Winslow, Don Naiberk

Absent:

Commissioners/Supervisors: Anthony Whitmore, Misty Ahmic

Spirited Members: Margaret Brink

Quorum present? 7/10

Motion to open Public Hearing

Boruch moved to open the public hearing. Sikes seconded. Public hearing was opened at 6:30pm

Public Comment – No public was present.

Motion to Close Public Hearing

Boruch moved to close the public hearing. Naiberk seconded. Public Hearing was closed at 6:31pm

10 min break (if needed) – break was not needed.

Call to Order of September Board Meeting – meeting called to order at 6:32pm

Open Meetings Act

Roll Call

Present:

Commissioners / Supervisors: Jack Sikes, Ron Boruch

MD and DDS: Dr. Jillian Fickenscher; Dr. Elizabeth Papineau

Spirited Members: Roger Reamer, Darla Winslow, Don Naiberk

Absent:

Commissioners/Supervisors: Anthony Whitmore, Misty Ahmic

Spirited Members: Margaret Brink

Quorum present? 7/10

Introduction of Staff Present – Laura McDougall, Alison Otte, T Robison (Contracted CFO), and Angel Dale

Introduction of Guests: Nick Wollenburg, York County Veterans Service Office, arrived at 7pm to discuss durable medical equipment further down in the agenda.

Need to Amend / Accept Agenda as Presented – Sikes moved to accept the agenda. Fickenscher seconded. Agenda accepted as presented.

Action Items

Approval of Minutes

July 12, 2022 meeting minutes – *Attachment 1*

Naiberk moved to approve the minutes as presented. Papineau seconded. Minutes were approved as presented.

Approval of Treasurer’s Report:

June– August 2022 Balance, Income/Expense Sheets and Accounts receivable – *Attachments 2a-c*

Income/Expense Statements:

Income: Infrastructure and state funds continue to be received on a monthly basis.

Expenses: Reports reflect standard/routine expenses as expected for staffing, programs and administration. Some larger expenses have occurred as planned in certain programs for grant and contract expenses, as payments were made to contractors (for care coordination) and media campaigns (drug overdose and safe driving). These expenses will be reimbursed by the grants and subawards. A CD was renewed at Henderson State Bank, after they offered the best rate for a 17-month renewal, and upon approval of the board officers/exec committee.

The net income/loss for:

- June 2022 -\$57,858.73
- July 2022 +\$9,170
- August 2022 +16,555.55
- This puts the FC position as of August 31 2022 at net -\$6,443.14 for the 2022 year.

Accounts receivable as of August 31, 2022 = \$111,053.72. *Attachment 3*

All financials are reviewed monthly by Don Naiberk, our board treasurer (bank statements, checks issued, bank reconciliations, etc).

Naiberk moved to approve the treasurer’s report. Boruch seconded. Treasurer’s report was approved as presented.

Action to Approve 2023 Budget

2022 End-Year Projections, 2023 Budget Income and Expenses *Attachments 4a-f*

A list of acronyms was provided in the board packet to help navigate the reports. Laura explained the end of year projection for income and expenses, followed by the 2023 proposed budget income and expenses. The 2023 budget includes funds for building renovations.

Papineau moved to accept 2023 budget as presented. Fickenscher seconded.

Roll Call Vote – Papineau-Yes, Winslow-Yes, Naiberk-Yes, Sikes-Yes, Fickenscher-Yes, Boruch-Yes, Reamer-Yes. Budget approved unanimously.

Unfinished Business

Update on COVID-19 Response

- New CDC guidance recommends isolation for positive cases; no quarantines for schools or community
- FC is continuing free testing and vaccines
 - Free testing will go on for at least another month. We will see if the re-offer the contract.
- Preparing for new bivalent COVID vaccine rollout. FDA and DHHS has told us to wait to give any more boosters until we get the bivalent vaccine. We do not yet know how many doses are coming.

Building Project Update

The building committee met in August to begin directing activities:

- An asbestos study of our building has been completed. Asbestos was found in several areas (mostly laminate flooring and parts of some of the hallway ceiling). Reamer and Naiberk mentioned that you will probably have to find a separate contractor to mitigate the asbestos before you can do procurement for the building project.
- DHHS was contacted and they are willing to push out the deadline for the immunization funding to be used for the building project.
- Procurement will need to be done for the entire project. The best course of action appears to be procurement for the overall project through a sealed bid process. We will next need to define in detail the scope of the project to procure the contractor to design and complete the project, in order to put this out for proposals (sealed bid).

Reminder to complete Conflict of Interest Forms (forms available at meeting)

New Business

Director's Report

Durable Medical Equipment Storage at FCHD—Nick Wollenburg

The York Veterans Service Office (Nick Wollenburg) will request that FC store and make available the cache of durable medical equipment that is currently being held and distributed through their office at the courthouse. Space and staffing are problems in the courthouse, so if Four Corners is not able to take this on, the program is likely to cease to exist. If taken on by FC, it would be made available to all our counties (not exclusive to York County). Space requirements were discussed. All people present received a list of the kinds of equipment that are accepted/provided. This service would be compatible with other programs/services that Four Corners offers. Most people clean and return items when they are finished with them. Nick invites board members to visit his program, or the programs in their communities to see how the program runs. Discussion how FC would not be able to take the larger items (hospital beds, etc), and that the building renovations might delay any action.

It was decided that this is a worthy program, and FC is interested. However, further planning needs to take place before a final decision is made.

20th Anniversary Community Meeting

Our health department will be celebrating its 20th anniversary in 2023. The first employees were hired and began working in 2003. Our Annual Community Meetings have been on hold during COVID, and it would be very nice to have one again to celebrate the 20 years. Here are some options:

- Seward Harvest Hall. Room for 500, requires set up and tear down. Rent ~ \$700.
- Butler Co Event Center. Capacity for 250 \$300. Capacity for 600 \$650. They will set up.
- York Holthus Convention Center Ballroom + Audiovisual = \$775. They will set up.

- Polk Co. Fairground building (we would have to set up everything. There is no audio visual, linens, etc) ~ \$500.

Board is in favor of hosting it at the Holthus Center in York for 2023.

New Opportunities and Staffing

New Opportunities/Grants/Subawards in Process

- Health Resources and Services Administration (HRSA) application has been funded (coordinated by NALHD) for Community Health Worker Capacity, focus is Oral Health. ~\$180K over 3 years.
- NE Community Foundation has selected Four Corners as the newest LHD addition for Oral Health funding. They will fund our Oral Health program over the next 5 years at \$25K/year.

Staffing (was budgeted for 2022)

- Full-time Bi-lingual Community Health Worker has started with us—Celeste Eurek
- Temporary Employee from DHHS is being offered to us—request being made for assistant to Alison

Staff reports – Attachment 5

Highlights were presented by Laura.

.President’s Report

Public Comment (3-5 minutes per individual, per discretion of the Board President)

No public was present for comment.

Executive/Closed Session (Purpose is Board Education about Service, Terms) *Action required to go into session*

The board chose not to go into Executive Session. Board members were notified of when their terms expired.

Calendar Information:

Board of Health Meetings

Building Committee— As needed

Board Meeting December 2022 (Date and Location TBD)

Adjournment: Move to adjourn.

Boruch moved to adjourn. Sikes seconded. Meeting adjourned at 8:45pm.