

Four Corners Health Department Board of Health Meeting MINUTES

Date: Tuesday, June 13, 2023
Time: 5:30 pm
Place: Holthus Convention Center, York, NE

Purpose: Four Corners Board of Health Meeting

Call to Order

Meeting was called to order at 5:30pm
Open Meetings Act

https://nebraskacounties.org/file_download/inline/20477fdf-07a7-4e5d-8ea6-93b3dad28274

Roll Call

Present:

Commissioners / Supervisors: Jack Sikes, Ron Boruch, Raegan Hain

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

Spirited Members: Jim Ulrich, Darla Winslow, Don Naiberk

Absent: Scott Steager and Jordon Folkers

Quorum present? 8/10

Introduction of Staff Present: Laura McDougall, T. Robison, Alison Otte, and Angel Dale

Introduction of Guests: No guests were present

Need to Amend / Accept Agenda as Presented

Papineau moved to accept the agenda as presented. Hain seconded. Motion carried.

Action Items

Approval of Minutes

2/13/2023 meeting minutes – *Attachment 1*

3/27/2023 special meeting minutes—*Attachment 2*

Naiberk moved to accept the February 13, 2023 and March 27, 2023 minutes as presented. Boruch seconded. Motion carried.

Approval of Treasurer's Report:

December 2022--January 2023 Balance, Income/Expense Sheets and Accounts receivable –
Attachments 3a-h

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. In January, we entered into the agreement with the roofing company, and had to pre-pay half of the roof. As of June 2023, we have paid for all repairs to the roof/gutters/window due to last years storm, and been reimbursed (minus the deductible) by Nationwide.

The net income/loss for:

- December 2022 -\$19,242.49
- This puts the FC position as of December 31 2022 at net +\$177,121.56 for the 2022 year.
- January 2023 +\$2,781.14.
- February 2023 +\$91,151.21
- March 2023 -\$63,949.01
- April 2023 -\$35,232.94
- May 2023 +\$29,336.68
- As of June 12, 2023 +\$6,029.41
- This puts the FCHD position as of June 12, 2023 at net \$35,835.20 for 2023.

Accounts receivable as of June 12, 2023 = \$142,874.24. *Attachment 3h*

Sikes moved to approve the financial report as presented. Ulrich seconded. Motion carried.

Action Item: The CD which came due at Henderson State Bank on 3-19-23 (for \$112,840.67) was rolled over for 9 months at a new rate of 4.25%. This was the highest rate available when District banks were queried. The Exec Committee gave their approval to roll over the CD, and now this needs to be approved by the board. The policy committee is reviewing this process and our bylaws and may have recommendations for changes needed when future CDs become due.

Winslow moved to approve rollover of the CD renewal at Henderson State Bank on 3-19-23 for 9 months at a rate of 4.25%. Naiberk seconded.

Roll call vote:

| | | | |
|---------------|----------------|--------------|-------------------|
| Winslow – Yes | Papineau - Yes | Sikes – Yes | Fickenscher - Yes |
| Naiberk – Yes | Boruch – Yes | Ulrich – Yes | Hain - Yes |

Unfinished Business

Building Project Update

- Last year’s storm damage: Saalfeld’s has completed replacing the roof and gutters. Garage window has been replaced.
- Andy Widman has been working as our Performance Criteria Developer. We have a Selection Committee in place.
- A Request for Letters of Interest for Design-Builders for our renovation project was published per policy, and the Selection Committee has pre-qualified candidates.
- Andy Widman and the Selection Committee have developed an RFP, which has gone out to the pre-qualified candidates and the notice is being published per policy. We have received 6 inquiries at this time.
- The Dept of Econ Development (DED) has issued the Notice of Award to York County to go towards our project, and this means we will receive \$355,000 in CDBG funds. We also have ARPA funding, and Immunization funding. We are in the process of resubmitting a budget for the Immunization funding; it will be lower than originally expected.
- The next step is to review proposals submitted by the design-builders, and interview candidates. Once the selection committee has done their work, they will make a recommendation to the board (it will require a future board meeting to approve the design-builder.)

New Business

Action Item: Approve Additional FTE in Staffing

Laura requested that the board approve an additional FTE be added to the department staff, over what was budgeted for 2023. Staffing needs are as follows:

- Financial Operations/Billing Specialist: This FTE does not need board approval as an extra FTE was budgeted into the FC 2023 budget. We need someone to set up a billing system for immunizations and dental, and help Kathy Rocolle with financial operations.
- Quality Improvement/Performance Management/Home Visitation Manager: This FTE also does not need board approval **at this time**. Our staff member is on the State's payroll for up to 1 year as part of their SOS program. When the home visitation funding is awarded, her position will be fully funded as part of that program, and we will bring her onto the FCHD payroll. If this is prior to Jan 2024, I may be requesting an additional FTE at that time.
- Provisionally Licensed Mental Health Practitioner *Needing Approval*: Through ARPA funding, we have been awarded a 2-year grant through BHECN at UNMC to enable our LIMHP (Renee Duffek) to supervise a provisionally licensed LMHP in completing the hours they need for their license. We will be able to bill for their services, and have some funding for the position. I expect this position to be self-sustaining, and up to 2 years in duration.
 - Naiberk moved to approve adding an additional FTE, up to, but not to exceed \$52,000 per year. Sikes seconded.

Roll Call Vote:

Naiberk – Yes

Hain - Yes

Ulrich – Yes

Papineau - Yes

Sikes – Yes

Fickenscher - Yes

Boruch – Yes

Winslow - Yes

Approval of 2022 Annual Report for the Public Attachment 4

FCHD is required by statute to produce an Annual Report for the Community. We will make the 2022 reports available to attendees of tonight's annual community meeting.

Ulrich moved to accept the Annual Report as presented. Papineau seconded. Motion carried.

Director's Report

Home Visitation/Healthy Families America (HFA) Program

Four Corners has engaged stakeholders to garner support for becoming the district home base for the Healthy Families America program. This is a completely voluntary, evidence-based early childhood home visitation program that supports families and children. After a series of meetings and focus groups, the stakeholders have decided to support FCHD to become the anchor agency for the HFA program, and we are now in the process of preparing a budget to be awarded funding. This program will include working with parents and families to help them be successful. Once funding has been awarded, we initially plan to look for 2 home visitors, who can have a case load of up to 15 families each.

Four Corners Vaccines For Children (VFC) Immunization Clinic Starting

After discussions with local medical providers, and based up the results of last year's vaccine capacity inventory, FCHD was planning to offer VFC on a limited basis in at least one county. With the sudden closure of the York County Immunization Clinic in May, the timeline for this happening has moved up. FCHD has been approved to offer VFC, and will begin doing that within the next 1-2 weeks. Once the on-site VFC clinic has been established, and proven successful in York County, we

will work with medical providers in other counties (Seward and Butler) to assess how and if FCHD should offer VFC there as well.

Legislative Report: The legislative session has ended for this year:

The following bills were not successful--

LB114 Vargas- State intent to appropriate funds to the Department of Health and Human Services for evidence-based early intervention home visitation programs

\$900,000 in Home visitation funds (a match for federal funds) was allocated within the state budget, but was line-item vetoed by Governor Pillen.

LB115 Raybould- Adopt the Family Home Visitation Act

LB358 - State intent to increase dental services reimbursement under the Medical Assistance Act

https://nebraskalegislature.gov/bills/view_bill.php?DocumentID=50632

FC Board of Health provided a letter of support for this bill.

Passed:

LB145 Bostar - Change provisions relating to coverage for screening mammography and breast examinations

LB383 Bostar - Change provisions relating to insurance coverage for screenings for colorectal cancer

LB584 - Impose a tax on selling or dealing in electronic nicotine delivery systems

State Senator Jana Hughes introduced this bill and requested we share assessment data. Our board provided a letter of support, and Laura testified in support on behalf of the health directors.

Staff reports – Attachment 5

Staff reports were provided to members for review outside the scheduled board meeting.

President's Report

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

Calendar Information:

Board of Health Meetings

Board of Health Meetings: As needed for Building Project

Building Committee— As needed

Financial Committee – TBA July/August 2023 to go over 2024 budgeting

Policy Committee –TBA July 2023

Public Hearing followed by Board Meeting – TBA September 2023

NALBOH July 31-August 2, 2023 in Tacoma, WA

Adjournment: Move to adjourn and transition to Annual Community Meeting

Papineau moved to adjourn at 6:22pm. Winslow seconded. Motion carried, and meeting adjourned at 6:22pm.