

**Four Corners Health Department
Public Hearing for 2024 Budget
and
Board of Health Meeting Minutes**

Date: Tuesday, August 29, 2023
Time: 6:30 pm
Place: Four Corners Health Department, 2101 N. Lincoln Ave, York, NE
Purpose: Public Hearing for 2024 Budget followed by Four Corners Board of Health Meeting

Call Public Hearing on 2024 Budget to Order at 6:30 pm
Open Meetings Act

Roll Call

Commissioners / Supervisors: Jack Sikes, Ron Boruch, Raegan Hain
MD and DDS: Dr. Jillian Fickenscher; Dr. Elizabeth Papineau
Spirited Members: Jim Ulrich, Dr. Jordon Folkers, Darla Winslow, Don Naiberk

Absent: Scott Steager

Quorum present? 9 /10

Motion to open Public Hearing

Sikes moved to open public hearing at 6:33pm; Boruch seconded.

Roll Call Vote:

Sikes - Yes	Naiberk - Yes	Steager - Absent
Boruch - Yes	Fickenscher - Yes	Papineau - Yes
Ulrich - Yes	Folkers - Yes	
Winslow - Yes	Hain - Yes	

Public Comment

2024 Budget documents were made available *Attachments BH.1 – BH.4*
There were no visitors from the public present.

Motion to Close Public Hearing

Ulrich moved to close the public hearing at 6:36pm; Papineau seconded.

Roll Call Vote:

Ulrich - Yes	Boruch - Yes	Hain - Yes
Papineau - Yes	Sikes - Yes	Steager - Absent
Winslow - Yes	Naiberk - Yes	
Fickenscher - Yes	Folkers - Yes	

Call Regular Four Corners Board Meeting to Order

Open Meetings Act

Roll Call

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

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

Spirited Members: Jim Ulrich, Dr .Jordon Folkers, Darla Winslow, Don Naiberk

Absent: Scott Steager

Quorum present? 9/10

Introduction of Staff Present – Laura McDougall, Kathy Rocolo, Titus Robison, Debra Larson, Alison Otte, and Angel Dale

Introduction of Guests – Andy Widman

Need to Amend / Accept Agenda as Presented

Sikes moved to accept agenda as presented. Naiberk seconded.

Roll Call Vote

Sikes - Yes

Naiberk - Yes

Fickenscher - Yes

Ulrich - Yes

Folkers - Yes

Steager - Absent

Winslow - Yes

Boruch - Yes

Papineau - Yes

Hain - Yes

Action Items

Approval of July 24, 2023 Minutes *Attachment 1*

Boruch moved to approve the July 24, 2023 minutes as presented. Sikes seconded.

Roll Call Vote

Boruch - Yes

Sikes - Yes

Folkers - Yes

Winslow - Yes

Papineau - Yes

Hain - Yes

Fickenscher - Yes

Ulrich - Yes

Steager – Absent

Naiberk - Yes

Approval of Financial/Treasurer's Report

July, August 2023 financials and Accounts Receivable *Attachments 2a-c*

Income: Infrastructure and state funds were not received in July, but both July and August payments were received in August. A good share of reimbursements were received in August.

Expenses: Reports reflect standard/routine expenses as expected for staffing, programs and administration. June 30 is the end of the fiscal period for some of our subawards, so July is filled with reporting and invoicing for reimbursement.

The net income/loss for:

- July 2023 -\$49,367.23.
- As of August 23, 2023 +\$168,708.98.
- This puts the FCHD position as of August 23, 2023 at net +\$136,674.43 for 2023.

Accounts receivable as of August 23, 2023 = \$138,461.67.

Naiberk moved to approve the financial report as presented. Ulrich seconded.

Roll Call Vote

Naiberk - Yes

Ulrich - Yes

Folkers - Yes

Papineau - Yes

Fickenscher - Yes

Steager - Absent

Sikes - Yes

Winslow - Yes

Hain - Yes

Boruch - Yes

Action to Approve 2024 Budget

2024 Budget Documents were presented *Attachments BH.1 – BH.4*

Comments were provided in spreadsheet's cells for clarification

July to December 2023 projections discussed, keeping in mind that we don't have control over when payments come in, so there may be spending that happens and reimbursements may not arrive until after the end of the year. The 2024 proposed budget was presented. Board requested that the spend-down percentages of subawards be tracked in the future. A quality improvement project for financial operations is planned in the near future.

Note: The amount listed for Immunization was flipped with Other small public health programs expenses. This will be corrected on the final copy of budget.

New grants and contracts is written as a line item used for opportunities that may be offered, that we are not yet aware of. Funds are only expended once a new contract is received, and based on the contract.

Board members requested professional services to be broken out line by line in the future for better transparency.

Naiberk moved to approve the budget as presented with the noted correction. Sikes seconded.

Roll Call Vote

Naiberk - Yes

Sikes - Yes

Papineau - Yes

Steager - Absent

Hain - Yes

Boruch - Yes

Folkers - Yes

Fickenscher - Yes

Winslow - Yes

Ulrich - Yes

Building Renovation

Building Project Update/Action to Approve Design-Builder Contract *Attachments 3a-d*

Andy Widman presented information:

A standard design-build contract was used as the starting point to draft what has been circulated amongst the building committee. Our attorney has also reviewed it. A retainage of 5% was proposed; there may be rules applied to the project that may change that slightly. A document with the attorney's recommendations was provided.

To be able to move to the next step for negotiations, there would need to be a motion to allow Widman to incorporate the attorney's recommendations into the contract to present to Kingery/Sullivan.

Note: Winslow left the meeting at 7:30pm.

Hain moved to allow Widman to make the necessary changes recommended by our attorney to the design-build contract and move it forward to Kingery/Sullivan.

Roll Call Vote

Hain - Yes

Naiberk - Yes

Winslow - Absent

Fickenscher - Yes

Boruch - Yes

Sikes - Yes

Papineau - Yes

Ulrich - Yes

Folkers - Yes

Steager - Absent

Discussion and Possible Action: Establish a Line of Credit for Construction Project

The financial committee, during review of 2024 proposed budget, suggested the board consider establishing a line of credit to be in place for the building renovation project. A line of credit might be needed because funding sources are available on a reimbursement basis, and cash flow issues might emerge.

Naiberk moved to allow Laura to establish a line of credit up to \$600,000 for the building project. Ulrich seconded.

Roll Call Vote

Naiberk - Yes

Ulrich - Yes

Fickenscher - Yes

Sikes - Yes

Folkers - Yes

Steager - Absent

Winslow - Absent

Boruch - Yes

Papineau - Yes

Hain - Yes

Unfinished Business

Possible Action to Approve Four Corners Bylaws *Attachment 4*

Bylaws have been reviewed by our attorney, and comments/suggestions were forwarded to the Policy Committee. Policy committee can make a recommendation to full board on this policy if desired. There is still some work for the policy committee to do before this is ready to present to the board. This will be presented at a future meeting.

McDougall asked for board feedback on how soon they would like to see board packets via email. The attorney recommends 5 days prior to the meeting. Board consensus felt that 5 days is sufficient.

Board members request only financials for completed months be included in board packets. Members prefer to only approve completed months as opposed to partial months.

Possible Action: Plan for CD coming due 9/27/2023 at Midwest Bank

Based on information and decisions regarding bylaws and cash flow needed for building project, a plan needs to be made for the CD coming due on 9/27/2023 at Midwest Bank.

Naiberk moved to give Laura permission to renew the Midwest Bank CD for the term that seems the most appropriate to coincide for cash flow for the building project at the highest rate she can get. Hain seconded.

Roll Call Vote

Naiberk - Yes	Winslow - Absent	Steager - Absent
Hain - Yes	Papineau - Yes	Boruch - Yes
Sikes - Yes	Fickenscher - Yes	
Folkers - Yes	Ulrich - Yes	

New Business

Discussion of Employee Health Insurance Benefit Rates

We have requested some quotes on other insurance, and these quotes were not available in time for the board packets to go out. We will present any further information available at the board meeting for discussion. Four Corners currently pays full premium benefit for all full-time employees. More information will be available at the next board meeting.

Director's Report

Update on New Programs and Staffing

- Getting ready to roll out home visitation program
- Debra Larson has been hired to help with Billing/Financial Operations

Loss of NE Community Foundation Funding for Oral Health Program

- The NE Community Foundation informed us that their donor (for our Oral Health funding) has reconsidered and will no longer be donating to the project.

Staff Report *Attachment 5* (Highlights)

- Reviewed oral health cost analysis for 2022-23 school year.
- Staff has been educating at fairs/events and offering presentations.
- A mosquito pool in York Co has tested positive for West Nile Virus.

Upcoming Legislative issues were discussed:

- LR 169—Hearing to look at sustainability of Healthcare Cash Fund

- LR 234—Hearing to review COVID response efforts
- Bills providing state support for home visitation
- LB 421—Regarding directed health measures
- Medicaid reimbursement for dental services

President's Report

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

There were no public in attendance for commenting.

Calendar Information:

Board of Health Meetings

Additional Meetings: As needed for Building Project

Building Committee— As needed

Policy Committee –TBA Fall 2023 or Bylaw/Policy review over email

Year-End Regular Board Meeting – TBA November/December 2023

Hain shared an update on collaboration between Four Corners and other agencies who are working on implementing programming at the Seward County Justice Center. She encouraged collaborating with Four Corners on any projects that public health might be of help.

Adjournment: Move to adjourn

Papineau moved to adjourn at 8:21pm. Sikes seconded. Motion carried and meeting adjourned at 8:21pm.