



June 1, 2010
Board of Health Minutes
Two Rivers Public Health Department

<u>Present</u>	<u>Absent</u>	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dick Pierce – Buffalo County Supervisor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Sue Hunter - Buffalo County Citizen
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Dr. Jared Walahoski – Dawson County Veterinarian
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PJ Jacobson – Dawson County Supervisor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Kerry Teeter – Dawson County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fernando Barranco – Minority Representative
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dale Loschen – Franklin County Supervisor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Renee Grams – Franklin County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Glen Monter – Gosper County Commissioner
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lana Bennett – Gosper County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Rodney Metzger – Harlan County Supervisor
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Priscilla Bragg – Harlan County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Jean Rush –Kearney County Supervisor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Sandy Becker – Kearney County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Harold Raburn – Phelps County Supervisor
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Nancy Garrelts – Phelps County Citizen
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dr. Scott Ehresman – Phelps County Physician
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dr. Stewart Embury – Phelps County Physician
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dr. Robert Butz-Phelps County Dentist

Also Present: Kris Wright-CAP, John Elliott-Intellicom, Terry Krohn – TRPHD, Amy Elwood – TRPHD

The Two Rivers Public Health Department Board of Health meeting was called to order at 6:03 p.m. by Sue Hunter-Babbitt, Secretary. Open meeting law was posted and announced by Sue Hunter. Roll call was done by Amy Elwood.

Board Education: John Elliott with Intellicom presented information on the new server options for the department. Two Rivers is currently looking at a virtual server at a location in Omaha. This type of server will mean less cost, faster recovery of data, and more access to data for offsite work. If the virtual server is selected, everything should be transitioned and functioning in less than 60 days. John Elliott left the meeting.

Server Proposal: Krohn presented the four bids that she received for a server. Only one company was able to meet all of the requirements for the server-Intellicom. **Motion by Jacobson and Second by Teeter to approve the proposal from Intellicom for the server. Roll call vote. Ayes all. Motion carried.**

Approval of minutes from April 6, 2010. **Motion by Bragg, and Second by Dr. Walahoski to approve the minutes from April 6, 2010. Roll call vote. Ayes all, except Jacobson who abstained. Motion carried.**

Financial Report: Wright presented the Financial Report. Fiscal year end is June. Currently, TRPHD is at 83% of revenue and 64% of expenses. This is due mostly to the additional H1N1 funds that were received. TRPHD has not given out any grants this year. Budget is over in the Equipment Maintenance line item due to current server and computer issues. Krohn and Wright renewed the three CDs for 1.5% at the same bank, Platte Valley in Kearney. There will be a public hearing for the 2011 budget during the Board of Health meeting in August. **Teeter motioned to accept the financial report. Second by Dr. Walahoski. Roll call vote. Ayes all. Motion carried.**

Vehicle Proposal by Krohn. Krohn presented three bids for a new vehicle to replace the current 2006 Impala. The three bids were from Pony Express, Plum Creek Motors, and Jansen's. All proposals were for an Impala. **Motion by Teeter and Second by Bragg to approve the proposal from Pony Express. Roll call vote. Ayes all. Motion carried.**

TRPHD Mission Statement proposed change by Krohn: Krohn proposed a change to the current TRPHD Mission Statement. The current Mission Statement reads: "The Mission of Two Rivers Public Health Department is to assess and monitor the health status of the district and facilitate the linking of resources to assure health promotion and prevention services are meeting the needs of the public in Buffalo, Dawson, Franklin, Gosper, Harlan, Kearney and Phelps Counties." The proposed change: "The Mission of Two Rivers Public Health Department is to assess and monitor the health status of the district and facilitate the linking of resources to assure health promotion, prevention and protection for the people within Buffalo, Dawson, Franklin, Gosper, Harlan, Kearney and Phelps Counties."

Motion by Jacobson and Second by Dr. Walahoski to approve the proposed change to the Mission Statement. Roll call vote. Ayes all. Motion carried.

TRPHD Personnel Policies by Krohn: Krohn presented a new Internal Communications Policy to the Board. **Motion by Teetor and Second by Bragg to approve the new Internal Communications Policy. Roll call vote. Ayes all. Motion carried.**

Krohn presented an addition to the TRPHD Workplace Safety Policy to include the statement: "Fit testing of Two Rivers Public Health Department (TRPHD) employees will take place on hire, on an annual basis and more frequently if directed to do so by the TRPHD Medical Director to mitigate effects of exposure to airborne infectious disease." **Motion by Jacobson and Second by Dr. Walahoski to approve the addition to the TRPHD Workplace Safety Policy. Roll call vote. Ayes all. Motion carried.**

TRPHD/NMA Public Health Forum by Krohn: The Nebraska Medical Association has contracted with Dr. Dick Raymond to conduct Public Health Advocacy Forums throughout Nebraska in conjunction with local health departments. **Motion by Bragg and Second by Dr. Walahoski to plan the TRPHD/NMA Public Health Forum in the fall at the Mac's Creek Winery and Vineyards in Lexington. Two Rivers will cover the cost of food for the event. Roll call vote. Ayes all. Motion carried.**

TRPHD BOH representation at NALBOH conference in Omaha in August: Teetor volunteered to attend. Terry also plans to attend the conference.

TRPHD 8th Anniversary Open House by Krohn: June is the 8th Anniversary for Two Rivers. An Open House will be held on Friday, June 18th from 11:30 to 1:30 at the Department. There will be refreshments. This will be in conjunction with Swedish Days in Holdrege. Everyone is invited!

H1N1 response update by Krohn: Krohn distributed the most current H1N1 statistics and report for the district.

TRPHD Director's 2010 Evaluation format-Personnel Committee: Krohn's annual review is due in August. The Board decided to have Krohn ask 3-4 people outside of the Department to do 360 reviews for her just like last year. Then the Personnel Committee will compile that information and present it to the Board at the August meeting. If any board member has something to add to Krohn's review, please contact one of the Personnel Committee members; Sue Hunter, Renee Grams, and Nancy Garrelts.

New Business by Krohn: The video camera for the TRPHD Telehealth equipment is going out and the warranty has expired. TRPHD is in the process of purchasing a new camera and will receive some funding through the Nebraska Hospital Association/Nebraska Statewide Telehealth Network.

TRPHD will be partnering with the Office of Minority Health to conduct an infant mortality focus group with Hispanic mothers. The purpose is to find out why Hispanic mothers have such a low infant mortality rate. The focus group has been scheduled for Tuesday the 8th in Lexington at St. Ann's parish.

Jacobson requested information on Employee Wellness programs or educational information for the employees of Dawson County. Krohn will gather information and bring it to the Dawson County Supervisor meeting on June 15th.



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The next Board of Health meeting will be held on **Tuesday, August 3, 2010 in the conference room in the lower level of the Johnson Center**. The public hearing for the 2011 budget will also be held. Supper will be served at 5:30 pm.

Hunter adjourned the Two Rivers Public Health Department Board of Health meeting at 7:55 pm.

Respectfully submitted,

A handwritten signature in cursive script that reads "Amy Elwood".

Amy Elwood
Assistant Director/Emergency Response Coordinator