

WCDHD Board of Health Minutes

February 7, 2024

Vanderheiden stated that through community partner involvement the CHIP priorities had been identified. They are Mental health, Substance Use, Health Literacy, and Preventive Care. She stated that the Community Health Assessment was used to guide the community partner conversations that identified the priorities.

Directors Report, Shannon Vanderheiden

Completed during the Strategic Planning discussion.

PHAB: 8.1-8.2

PHAB: 10.2.5

Standing Agenda Items (*need BOH input to guide, advocate for and engage with the health department on above*)

Conflict of Interest forms

Gaites asked that these be completed before BOH members leave.

Program/Services Review

Completed - Overdose Prevention and Strategic Planning agenda items.

Legislature

Vanderheiden stated that NALHD provided a letter of support for LB1060. LB1060 was introduced by Hansen and provides an exemption on newborn screenings. NALHD wrote testimony that opposed this bill. Vanderheiden stated that the letter of opposition was due to the fact that it could potentially harm the people who are most vulnerable. The bill would allow individuals to opt out of having newborn screenings completed on their infants. This could result in infants becoming ill, or dying, from things that could be easily identified and addressed. Jones stated that the newborn screenings detect many inherited or congenital diseases that can be easily addressed if identified. She stated that Nebraska has a no opt-out clause, and this bill was introduced to place an opt-out clause. Jones stated many physicians are opposed to the bill.

Strategic Planning

Discussed in Strategic Planning agenda item.

Maple Lots

Gaites stated that the building next to the lots owned by Hoover will be going up for sale. He stated that the building is only about half of the square footage of WCDHD's currently leased space.

Jones asked if there is anything still at the Dewey location. Vanderheiden stated no, that it is now owned by Lincoln County.

Lucas stated the building is just under 2000 sq and was built in 2007. \$550k is the asking price. The lots in the area are estimated at \$100,000 each with the corner lot being the most valuable. Lucas stated that if purchasing the building and adding onto it, there would be a possibility of selling the further north lot that would open a \$500k swing on the project and get the corner lot. Lucas stated that if you don't own the lot next door, the functionality of the small square footage would not meet the needs of most businesses.

WCDHD Board of Health Minutes

February 7, 2024

Vanderheiden asked if it would be beneficial to have a small sub-committee that could meet to discuss opportunities to work with legislature and local agencies would be beneficial. Bruns and Jones volunteered to be on the committee. Trevino will connect with Bruns and Jones to continue the conversation.

Strategic Plan/Workforce Plan Updates – S.Vanderheiden

PHAB: 10.1.2

Vanderheiden directed BOH members to the handout provided on the strategic plan. Vanderheiden stated that in March, WCDHD will be submitting the accreditation documents for reaccreditation. Working with the consultant, Maya.

Vanderheiden stated these plans are important for the organization and are requirements of accreditation and PHAB Standards.

Vanderheiden stated that the workforce and organizational structure are the primary focus. Vanderheiden stated that she is confident that the reaccreditation submission will go well. She stated WCDHD was selected to be the interviewee for accreditation success stories.

Vanderheiden stated that the strategic plan will be a 5 year plan. She stated that the Strategic Plan now has 4 priorities. Develop Connections, Public Health Strategy, Board Engagement, and Maximize Resources. The previous Maintain Standards has become the PMQI plan, and the Empowered Workforce has now become the Workforce Plan.

Vanderheiden referred to the strategic plan action roadmap. She stated all work being done will be tracked in the spreadsheet, along with utilizing the tool Asana as a measurement and tracking tool. Watson asked what Asana is. Vanderheiden explained it is an electronic tool to assist with task tracking and data organization.

The workforce development workshop was held on January 11, 2024, for staff to identify workforce development priorities. An assessment for staff is required for PHAB. Across the state, all departments are working with UNMC and national partners to develop the most effective assessment tool. WCDHD piloted the UNMC employee assessment and provided feedback. The feedback received was regarding academia driven language. Staff priorities were 1) Elevate a diverse, qualified workforce; 2) Empower employees in a healthy work environment; 3) Prepare for our future to meet changing community needs.

Vanderheiden stated the Communication Plan will center on branding.

The Performance Improvement Management Plan will be utilizing Asana as the dashboard. This will be the location to track quality improvement.

Policies and Procedures will run from 2024-2028. Following a previous BOH meeting, the WCDHD team has been working on moving procedures out of the policies. Vanderheiden stated that as the department makes progress on this, there will need to be more conversation with the board on what policies they want to

WCDHD Board of Health Minutes

February 7, 2024

stated that Lincoln County had distributed opioid settlement funds to Region II with the intent of it being shared among local organizations like WCDHD who are doing overdose prevention work. Bruns stated that he will connect with Lincoln County Commissioner Hewgley for additional information, as Hewgley was involved in the process of allocating the original funds. In reference to the Project STOP that Trevino presented on, Bruns asked if there will be posters available to put up around the community. Trevino stated that posters are currently in development, and various locations such as bars, truck stops, gas stations, and skilled gaming facilities have been identified as locations to display the material.

Trevino noted that although the CDC data related to Nebraska overdose deaths showed only 214 deaths in 2021, this number is underreported since the data only looks at cause of death on a death certificate, and routine drug testing is not completed on all deaths.

Daly asked if there is a reluctance among physicians regarding declaring an overdose on a death certificate. Jones stated that autopsies and drug panels are not always completed due to the expense. She stated that physicians would be reluctant to list a cause of death as substances without the proper confirmatory tests. Vanderheiden asked Jones what the process would be for signing a death certificate on an individual who is not local or doesn't have a medical home. Jones and Bruns stated that the responsibility would be on the County Attorney. Vanderheiden stated that if a drug screening is completed but not resulted, the death certificate may require an addendum once results are received. Jones stated that if an amendment comes back, there are additional steps that would need to be completed. Jones stated that autopsy reports do not return to the physician who signed the death certificate, so oftentimes the physician is unaware that there would be a need to make an addendum.

Vanderheiden stated that around 70% of drug related deaths are marked as "miscellaneous" since testing to identify the specific substance was not completed. Bruns asked how expensive the drug test kits are. Vanderheiden stated that the state provides free testing kits.

Vanderheiden stated that in the past she worked with DHHS to provide training to local funeral homes on collection and submission. Bruns stated that this would be an area where the BOH can help put a proposal together, or work with a representative to develop and introduce legislation in the next cycle that would address these issues. Bruns stated that having a requirement for testing, or a streamlined process for amending death certificates, would help accurately portray the numbers of individuals impacted by overdose, in turn possibly creating additional avenues for funding overdose prevention work.

Vanderheiden stated that one thing that would be beneficial would be making completing amendments on death certificates less cumbersome. Bruns stated that this could be something that could be taken to the governor to make the process more streamlined. Jones stated that death certificates are relatively easy to amend, but the difficulty is in obtaining the evidence needed to show why the amendment is needed.

Bruns stated that this is an area that the BOH should continue to review and advocate for. Bruns stated that having accurate death certificate data, and the fiscal cost of crime in the community, could help illustrate the cost savings associated with funding overdose prevention programs.

Jones suggested that training about drug panels for the physicians would be useful.

WCDHD Board of Health Minutes

February 7, 2024

market. She stated that prior to the move the COVID-19 vaccine was provided to WCDHD at no cost regardless of a person's insurance status. Trevino stated that the Health Services program is now where COVID-19 vaccines are purchased and administered for individuals with health insurance. Gaites asked if that change would result in the COVID-19 funding column phasing out. Trevino stated that the COVID-19 funding column will remain since the state still provides COVID-19 vaccines through the VFC and VFA-BRIDGE Access programs.

Election of 2024 BOH officers

PHAB: 10.3.2

Gaites entertained a motion for President, Daly made a motion to retain Gaites as President. Arensdorf second.

Aye-Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay- None

Abstain- None

Absent- Woodburn, Haumann, Mironenko, Vasa

Gaites entertained a motion for vice president, Lucas made a motion to retain Jones as Vice President. Crisp second.

Aye- Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay- None

Abstain- None

Absent- Woodburn, Haumann, Mironenko, Vasa

Gaites entertained a motion for the joint role of Secretary and Treasurer. Bruns made a motion to retain Watson as Secretary and Treasurer. Arensdorf second.

Aye- Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay- None

Abstain- None

Absent- Woodburn, Haumann, Mironenko, Vasa

Opioid work updates – Meghan Trevino

PHAB: 7.2

Assistant Executive Director, and Overdose Prevention program coordinator, Meghan Trevino presented a PowerPoint on WCDHD's current work on Overdose Prevention within the jurisdiction. Trevino stated that WCDHD was one of 7 health departments that was awarded the limited funding available from DHHS.

Following the presentation, Bruns asked if any of the opioid settlement dollars that had been allocated to the local Behavioral Health Regions was being received by WCDHD. Trevino stated that in December 2023 she had reached out to the local Behavioral Health Region II to see if there would be any funds available to WCDHD. She stated that she received correspondence back that the regions had not yet determined what the process of distribution would look like, but that future information would be shared when they have determined a process. Bruns

WCDHD Board of Health Minutes

February 7, 2024

not been advised of other organizations receiving letters from the state of Nebraska regarding this finding. Gustafsson stated that the purpose of the state addressing the finding may be a way for the state to provide assistance to small businesses and local health departments.

Lucas stated he would be surprised if we did not receive that letter, as the majority of smaller businesses have the same footnote. He stated he interprets the finding as an auditor stating that they found that the documents were not prepared according to general accounting standards.

Gustafsson stated cities, villages, counties, and school districts have the same finding due to not having CPAs on staff. Daly stated they receive the same finding at the county level. Vanderheiden stated that the state of Nebraska will be placing LHDs into tiers for following up depending on audit findings. Bruns asked if the state department of revenue is sending the letter. Vanderheiden stated that she is unsure of the specific office but will look into that.

Crisp made a motion to accept the audit as presented. Lucas seconded.

Aye- Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay- None

Abstain- None

Absent- Woodburn, Haumann, Mironenko, Vasa

Review and approve Qtr 1 -11/1/2023 meeting minutes.

PHAB: 10.3.2

Gaites opened to review and approve meeting minutes. Arensdorf made a motion to approve the 11/1/2023 meeting minutes, Daly second.

Aye- Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay- None

Abstain- None

Absent- Woodburn, Haumann, Mironenko, Vasa

Review and approve Qtr 2 (Oct-Dec 2023) Expenses

PHAB 10.2.4

Gaites moved to Qtr 2 Expenses. Vanderheiden referenced budget vs actual. She stated we should be around 58% for the year. She stated that the Q2 revenue percentage is at 42.4%, and the percentage of expenses is at 48.2%. Vanderheiden stated that the difference is regarding billing updates and changes that are not yet reflected. Total expenses for Qtr 2 were \$654,818.33

Watson made a motion to approve the Qtr 2 expenses of \$654,818.33. Lucas second.

Aye- Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns

Nay-Abstain-

Absent- Woodburn, Haumann, Mironenko, Vasa

Before moving on, Crisp asked about the significant increase in expenses related to Health Services. Trevino stated that in October 2023 the COVID-19 vaccine moved to the commercial

WCDHD Board of Health Minutes

February 7, 2024

Open Qtr 2 2023-2024 Regular Board Meeting– President, Scott Gaites

PHAB: 10.3.2

Gaites called the meeting to order at 07:02 pm. Gaites stated a copy of the open meetings act was available for review.

Present: Gaites, Watson, Lucas, Arensdorf, Daly, Crisp, Jones, Bruns (arrived at 7:05pm)

Excused- Haumann, Woodburn

Absent- Mironenko, Vasa

2022-2023 Audit review – Dana Cole & Associates, Kerry Gustafsson

PHAB: 10.2.4

Kerry Gustafsson of Dana F Cole & Company joined the meeting virtually.

Gustafsson began with the review of legal disclosures.

Gustafsson referenced page 4, consolidated statement for cash basis. The balance of unrestricted funds was \$426,344.

Gustafsson moved to page 6 for review of financial statements. Total revenues were \$2,090,078, with \$1,466,661 received through grants. Total expenditure was \$1,813,333. The majority of the expenses were from payroll and related benefits at \$1,045,124. She stated this is to be expected for this type of organization. Gustafsson asked if there were any questions regarding balances or expenses. No questions were posed.

Gustafsson reviewed the Notes to Financial Statements. She stated that Note 1 describes policies within the organization. She stated that on page 12 it addresses New Accounting Pronouncements. She stated this does not impact WCDHD's statements as WCDHD is on a cash basis.

Gustafsson stated that in regard to Notes to Financial Statements, there have been no changes from what has been presented in prior years.

Gustafsson moved to page 15, Budget vs. Actual. She stated the budget amount was lower than the actual amount. She stated that this is a specific area that the state looks at for the Nebraska Budget Act.

Gustafsson directed BOH members to page 17, listing the federal award. She stated the majority of awards were through NE DHHS, which qualify as federal grants. She stated that immunization agreements were the highest dollar amounts, so they were chosen for conformance with the Single Audit Act.

Gustafsson stated pages 19-22 contain the auditor's report. She stated that the only finding is located on page 25 and is a standard disclosure stating that the department is relying on Dana Cole & Associates to prepare the audit documents. Gustafsson stated that the majority of public health departments have this same type of disclosure. She stated that other than that statement, no significant deficiencies or findings were identified.

Gustafsson asked if there were any questions. None were voiced.

Vanderheiden posed a question to Gustafsson regarding footnotes. She stated that the majority of LHDs will receive, or have received, a letter from the state of Nebraska addressing the noted finding regarding internal controls. Vanderheiden asked if this is something that Gustafsson has encountered in working with other organizations. Gustafsson stated she has

WCDHD Board of Health Minutes

February 7, 2024

Vanderheiden stated that as is, the building does not meet WCDHD's needs but the state has allocated specific funds through the ARPA grant for infrastructure that could allow for expansion on the property. She stated that there could be a request to the state to do a line item move of the funds to purchase the land.

Lucas stated that fundraising and grants would be the primary avenue for funding the purchase and expansion, but an organization like WCDHD could apply for tax free financing as long as no more than 10% of the building is occupied by someone other than the owner. Jones asked if the lots owned by WCDHD are all the spaces between the Hoover chiropractor building and the eye surgeons office. Lucas stated that yes, the two WCDHD lots cover that space.

Bruns asked what amount has been allocated from the state grant to use on bricks and mortar. Vanderheiden stated around \$200k. Lucas stated that there is a movement across the state for LHDs to own their own building rather than rent. Lucas stated he feels it is worth analyzing the opportunity, and that the presence and marketing associated with the corner lot would be ideal. Jones stated that moving all the vaccine operations to the new location will be more accessible for people. Bruns asked if there would be enough room in the lot directly north of the existing building that the furthest north lot would not be worked on, opening it up to possible future purchase. Lucas stated yes, there would be plenty of space. Bruns stated he feels that through planning, the grant funds and sale of the furthest north lot could possibly cover the full cost of the purchase. Gaites stated that one of the first things that could be done is to have a committee explore the cost and feasibility of purchasing the current Hoover building and adding to it. Lucas asked if a vote would be required to look into the possibility since a smaller group could meet more quickly. Gaites stated that a vote would not be needed to explore the options but would be needed if the building committee felt that purchasing the location would be in the best interest of the department.

Gaites asked for a consensus from the group to form a committee to pursue the possibility of purchasing the Hoover building. Gaites, Lucas, and Bruns discussed that they would each like to be on the committee, and that adding Woodburn would be in the best interest given his knowledge of the area and applicable covenants. The building committee will be made up of Gaites, Lucas, Bruns, and Woodburn. If needed, Daly stated that a special meeting can be called. Gaites asked Vanderheiden to email Mrs. Hoover and let her know WCDHD has established a committee to explore the option of purchasing the building. He stated to let her know that WCDHD is interested in the possibility of purchasing. Vanderheiden stated she will also ask Mrs. Hoover for a timeline that they are working with in regard to having the property sold.

Jones stated that she feels it would be important to have a conversation with Great Plains Health regarding whether or not they may have interest in purchasing the furthest north lot. Vanderheiden stated that she wants to ensure that there is space for the additional building and storage space before considering selling the furthest north lot.

WCDHD Board of Health Minutes

February 7, 2024

Bruns stated that Maple Park Dental and parking would be around the same size as the Hoover building and one lot. Lucas stated that that location is around 10k sqft. Gaites, Lucas, and Bruns will discuss a time to meet on 2/8/24.

SALBOH

Vanderheiden stated she has no updates.

Review and approve policy updates, as applicable

PHAB: 5.1.1

No policies to approve at this time

Executive Session to protect and assure confidentiality about sensitive matters,

Not needed.

Meeting Adjourn -

Vanderheiden asked if the May meeting could be moved to the second or third Wednesday of May (8th or 15th). May 15th was agreed upon by board members.

Vanderheiden stated that mental health has been identified as a priority in the WCDHD jurisdiction, at the state level, and managed care organizations. Vanderheiden stated that the goal of the race is to have participants in all 50 states (has happened the last 3 years), but have not been able to get participants from all 93 counties. Vanderheiden is asking that the BOH members please share with their counties. She stated that all proceeds go towards the Nebraska Game and Parks for making parks ADA compliant.

Adjourned at 8:41pm

Next meeting: May 15, 2024



Secretary/Treasurer WCDHD BOH



Date