



**NORTH CENTRAL DISTRICT HEALTH DEPARTMENT (NCDHD)
BOARD OF HEALTH MEETING MINUTES**

Friday, May 19, 2023- 10:30 am

NCDHD 422 East Douglas Street, O'Neill, Nebraska 68763

Call to Order

1. Notice of Publication- Publication was made on the NCDHD website, NCDHD front door and published by the Valentine News, Ainsworth News, Antelope Co News, Knox Co News, and KBRX radio.
2. Notification of Open Meetings Act- K. Kalkowski acknowledged the Nebraska Open Meeting Law was posted in the room. A continually current agenda is available at the NCDHD office.
3. Roll call at 10:33 am. Present: D. Bauer; D Breiner; D Fox; J Henes; G Hilkemann; W Hollenbeck; G Hull; K Kalkowski; T Kuether; K Mackeprang; M McConaughy; Dr. Morse; C Plate; D Pribil; D Smith; Dr. Tusha.
4. Comments or additions to the agenda- No additions or changes.
5. Approval of the agenda-
Motion #1 by Doug Fox and seconded by Wade Hollenbeck to approve the current agenda as is. All in favor; Motion Carried.

Approval of previous meeting minutes

Motion #2 by Gary Hilkemann and seconded by Carol Plate to approve the minutes from the regular board meeting held March 24th, 2023. All in favor; Motion Carried

Financial Report

1. Review of March & April finances by Eide Bailey consultants via Zoom.
 - a. *Motion #3 by Douglas Fox, seconded by Gary Hilkemann to approve the finances and NCCCP mileage as presented for March & April. All in favor. Motion carried.*
2. 2021-2022 Annual Audit progress update provided by Heidi Kuklis. Audit is still in progress with Severson, Lammers, and Abel.
3. 2022 Single Audit progress update provided by Heidi Kuklis. Contractor in place; audit has started.

Assessing Money Management Setup

Review and open discussion of Money Management Research

Motion #4 by Dr. Tusha and seconded by Douglas Fox to move \$500,000 into the money market account at Bank First with the remainder in an interest bearing account. Keeping the signors, the same: Heidi Kuklis, Denise Pribil, Charissa Sladek. All in favor. Motion carried.

Assessing Credit Card Strategy

Review and discussion of Credit Card Research & Proposal to utilize Divvy



Motion #5 by Dennis Bauer and seconded by Dean Smith to open Divvy accounts for NCDHD credit cards. All in favor. Motion carried.

Qualtrics Invoice/Contract

Review invoice/contract. Discussion regarding the usage of Qualtrics within the Department. Board expresses support to continue to use the service.

NCCCP/NCDHD MOU

Review of MOU

Motion #6 by Douglas Fox and seconded by Dr. Morse to accept the MOU for the NCCCP and NCDHD partnership. All in favor. Motion carried.

MOU for Rapid Tag

Review of MOU

Motion #7 by Wade Hollenbeck and seconded by Dennis Bauer to allow Cherry/Keya Paha Emergency Management to store and utilize the NCDHD RapidTag per the drafted MOU. All in favor. Motion carried.

Vehicle Proposals

Review of proposals

Motion #8 by Dennis Bauer and seconded by Dr. Tusha to purchase a vehicle up to \$43,000 from Krotter Auto in O'Neill. All in favor. Motion carried.

Bylaws

Review red line copy/discussion of needed changes

Motion #9 by Carol Plate and seconded by Dr. Morse to approve bylaws as presented by Tana Fye. Roll Call vote: (Voting Yay- D. Bauer; D. Fox; J. Henes; W. Hollenbeck; G. Hull; K. Kalkowski; T. Kuether; K. Mackeprang; M. McConaughy; Dr. Morse; C. Plate; D. Pribil; D. Smith; Dr. Tusha. Voting Nay- G. Hilkemann.) Motion carried 14-1.

Training on Board of Health Roles

Tana Fye of Fye Law Office provided presentation and slideshow discussing the roles of the Board of Health and the role of the Health Director per the suggestion of board members at the previous meeting.

Program Reports

1. Recap of Miles of Smiles program highlighting partnership with Nebraska Community Foundation Fund on a successful \$125,000 matching grant the last 5 years.
 - a. Board comments: Dean Smith states MOS may be the most successful program at NCDHD to date. Doug Fox commends the MOS model and Sara Twibell's work. Supportive of this type of partnership.
2. Highlight new/changing funding streams.
 - a. United Health Care and Nebraska Total Care (Medicaid vendors) to work with community health worker models that focus on wellness and social determinates of health. Specifically, will be doing a bonus project with UHC on blood pressure.



- b. Tick collection added to the West Nile Grant
- c. Environmental health workforce funding.
- d. CDC grant for vaccines (non-covid)
- e. Hospital Acquired Infection Nursing Home/Assisted Living
- f. Unable to renew CDC disparities funding

Audit Committee Update

Committee provided an update from the audit committees meetings and discussions regarding the work from Computer Forensics Resources.

Executive Session

The Board of Health reserves the right to enter Executive Session in order to protect the public interest with respect to discussion regarding litigation, personnel, and other matters listed in the Nebraska Revised Statute 84-1410.

Motion #10 to move into executive session at 1:41 pm by Kelly Kalkowski and seconded by Douglas Fox. All in favor. Motion carried.

Motion #11 to exit executive session at 1:51 pm by Gary Hilkemann and seconded by Wade Hollenbeck. All in favor. Motion carried.

1. Potential litigation

Motion #12 by Douglas Fox and seconded by Tom Kuether to reject settlement offer of Susan Taylor and the EEOC complaint for \$20,160. All in favor. Motion carried.

Director's Report

1. End of the public health emergency (May 11)- NCDHD feels well-positioned as many programs have already transitioned. Vaccine remains free for COVID-19 until inventory is no longer available.
2. Armory reimbursement- FEMA reimbursement is nearly complete for the Armory bill for PPE storage. One remaining payment of \$9150 pending.
3. Cyber protection- working on quotes for cyber insurance. Implementing a cyber training program in June with Precision IT.
4. Vaccine billing update- Current on all vaccine clinic claims for preliminary submission. Working denials especially those relating to Medicare Shingles billing.
5. Electronic Health Record System (EHR) - Exploring options for EHR systems that could improve NCDHD's current processes while maintaining affordability.
6. Review of policies- Utilizing Zelle for handbook review.
7. ARPA funds update- approved for use.
8. Updating accounts and licensing – working to return all licensing to staffing numbers that are more in line with current staffing.
9. Inventory system- a Salamander inventory system is in the process of being purchased and will be implemented to track all NCDHD inventory needs.
10. Staffing changes – Nancy Turpin hired as Program Assistant begins 5/30/23. Working to fill a Dental Health Coordinator and Community Impact Coordinator position. Working with DHHS on a nursing position.
11. Legislative updates- Anticipating level funding for public health. Medicaid dental expansion is not likely at this point in the session. Discussion on bills that provide public health benefit that



12. are still viable this session including the update to food truck regulations, insulin costs capped, and insurance coverage for preventative screenings updating to national guidance.
13. Getting to know the BOH/contact sheet- provided so all Board members have current contact information for each current Board of Health member. Noted to please update Heidi with any changes in personal contact information. This information helps update demographic information and provides feedback on expertise that could be offered to NCDHD.

Public Comment

No public comment.

Next Board Meeting

The next board of health meeting will be in person at NCDHD (422 E Douglas St. O'Neill) on Friday, July 28, 2023 at 10:30 a.m.

Approval to Adjourn

Motion #13 by Dr. Morse and seconded by Wade Hollenbeck to adjourn meeting at 2:15 p.m.


Present	Board Member	1	2	3	4	5	6	7	8	9	10	11	12	13
	Regina Krebs, Antelope County Supervisor													
X	Dean Smith, Antelope County Citizen	Y	Y	Y	Y	1 Y	Y	2 Y	1y	Y	Y	Y	Y	Y
X	Greg Hull, Boyd County Supervisor	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
X	Kelly Kalkowski, Boyd County Citizen	Y	Y	Y	Y	Y	Y	Y	Y	Y	1Y	Y	Y	Y
X	Dennis Bauer, Brown County Commissioner	Y	Y	Y	Y	1 Y	Y	2 Y	1 Y	Y	Y	Y	Y	Y
X	Carol Plate, Brown County Citizen	Y	2 Y	Y	Y	Y	Y	Y	Y	1 Y	Y	Y	Y	Y
X	Mike McConaughey, Cherry County Commissioner	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Kyle Kellum, Cherry County Citizen													
X	Dustin Breiner, Holt County Supervisor	Y	Y	Y	Y	Y	Y	Y	Y					
X	Denise Pribil, Holt County Citizen	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
	Corey Nilson, Keya Paya County Commissioner													
	Vacant- Keya Paha County Citizen													
X	Kevin Mackeprang, Knox County Supervisor	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
X	Jean Henes, Knox County Citizen	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
X	Tom Kuether, Pierce County Commissioner	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	2Y	Y
X	Gary Hilkemann, Pierce County Citizen	Y	1 Y	2 Y	Y	Y	Y	Y	Y	N	Y	1Y	Y	Y



X	Wade Hollenbeck, Rock County Commissioner	2 Y	Y	Y	Y	Y	Y	1 Y	Y	Y	Y	2Y	Y	2Y
X	Doug Fox, Rock County Citizen	1 Y	y	1 y	2 y	y	1 y	y	y	y	y	y	y	y
X	Kenneth Tusha, DDS	Y	Y	Y	1 Y	Y	Y	Y	2 Y	Y				
X	Ronald Morse, MD	Y	Y	Y	1 Y	Y	Y	Y	2 Y	Y	Y	Y	Y	Y
	*attended via zoom													

Guests
Heidi Kuklis, Executive Director Elizabeth Parks, NCDHD Epi & Former Interim Director Lindsay Bellar & Jackie Brooks, Eide Bailey Charissa Sladek, NCDHD Office Mgr. Dennis Colsdon, RRMORS Tana Fye, Fye Law Offices

This meeting is held within the guidelines of the Nebraska Open Meeting Act. A copy of the written materials discussed in this meeting are available. Neb. Rev. Stat. § 84-1412. An agenda is kept current up to twenty-four hours prior to the meeting. The agenda may be viewed at North Central District Health Department, 422 East Douglas Street, O'Neill, Nebraska. Any Agenda items may be removed, tabled, or reordered at any time at the discretion of the Board President.



 Dean Smith, Secretary

