



**Public Health**  
Prevent. Promote. Protect.

## Northeast Nebraska Public Health Department



### Board of Health Meeting Minutes

September 24, 2024

The Northeast Nebraska Public Health Department’s September 24, 2024 BOH Meeting was called to order according to the Nebraska Open Meetings Act by Vice Chairman Melissa Dobbins, Physician, at 5:38 p.m. Members present were; Glen Meyer, Thurston County Supervisor; Katie Peterson, Thurston County Representative; Terry Nicholson, Dixon County Supervisor. Attending via zoom were Christine Dregalla, DDS, Dentist, Traci Haglund, Dixon County Representative; Nicole Haglund, Interim CEO Providence Medical Center. Northeast Nebraska Public Health Department (NNPHD) staff present at the meeting were Colleen Hupke, Executive Health Director; Kim Schultz, Assistant Director; Jill Belt, Director of Operations in Training; Peggy Triggs Director of Services; Teresa Jackson Administrative Specialist and Recording Secretary; Molly Herman, Epidemiology (EPI) Coordinator. Attendance via zoom Lara Spencer, Program Coordinator. One guest was in attendance: Tom Hansen, Certified Public Accountant (CPA).

**INTRODUCTION/ANNOUNCEMENTS:** Teresa Jackson, Administrative Specialist

#### **CONSENT AGENDA and 07.30.2024 MINUTES**

Katie Peterson, Thurston County Representative made a motion to approve the agenda for the July 30, 2024, minutes as presented. Traci Haglund Dixon County Representative seconded the motion. The motion carried with unanimous aye votes.

#### **FINANCIAL REPORT**

CPA Hansen read the financial report. The cash balance was \$710,866 as of 7/29/2024. Receipts totaled \$260,973. Expenses totaled \$207,121 leaving a cash balance of \$764,718 as of 9/20/2024 .

Katie Peterson, Thurston County Representative made a motion to approve the financial report and Traci Haglund Dixon County Representative seconded the motion. The motion carried with unanimous aye votes.

#### **APPROVAL OF BUDGET HEARING MEETING MINUTES**

Glen Meyer, Thurston County Supervisor, made a motion to approve the Budget Hearing minutes and Katie Peterson, Thurston County Representative seconded the motion. The motion carried with unanimous aye votes.

#### **DIRECTOR’S REPORT and PROGRAM UPDATES**

Oral report by Colleen Hupke, Executive Health Director (EHD): NNPHD has been approved for the REDLG loan. Kelby Herman, the building contractor, has agreed to receive the REDLEG payment when the building is completed as written in the loan document. Gound work has begun on the new building site,

concrete is scheduled to be poured this week. NNPHD now holds Communication meetings every morning at 9:00 am where staff come together to discuss any issues and update everyone on what is happening for the day. Colleen attends weekly NALHD meetings and Legislative October 11, 2024, free influenza and Covid-19 drive through clinic in Hartington. NNPHD has finalized the residential/public survey for the CDC Equity Grant. This survey will identify gaps in resources during the Covid-19 response. NNPHD is currently researching data analysis contractors to assist with the distribution and results of the survey. Community Response served. Jill Belt, Director of Operations in Training reported the completion of a nuisance form for clients and have met with the City of Wayne to review the procedure for nuisance complaints and have communicated with other Health Departments to investigate their nuisance process. Molly Herman, EPI Coordinator stated her report to the board.

#### **OLD BUSINESS:**

Building update by Colleen Hupke, Executive Health Director, (EHD): Wording in the contract is stated that Kelby Herman will be invoiced for the building and NNPHD will buy the finished building from him. ARPA funds are running smooth. Jill Belt, Director of Operations in Training and Peggy Triggs, Director of Services state the design of the building changed to a more rectangular shape adding more space. Offices have been assigned to staff. Garage space has been increased for drive through clinics and storage. Jill Belt, Director of Operations in Training is working with Allo to add more speed to our internet. NNPHD will receive no funding from USAC until July 1, 2025 if the internet is changed to a different company. NNPHD has finalized a contract for rental space of the new conference rooms in the new building

#### **NEW BUSINESS:**

Terry Nicholson, Dixon County Supervisor made a motion to approve the change in signing NNPHD checks from Kim Schultz, Assistant Director to Jill Belt, Director of Operations in Training. Glen Meyer, Thurston County Supervisor second the motion. The motion carried with unanimous aye votes.

There was no public input.

#### **NEXT MEETING:**

Colleen Hupke (ED) opened discussion on keeping the Board meetings to Tuesday's or if another day of the week would work better for board members. Discussion followed and board members decided to keep the meeting on Tuesday's. The 4<sup>th</sup> Tuesday will be avoided due to other meeting conflicts.

Katie Peterson, Thurston County Representative made the motion to adjourn the meeting, Terry Nicholson, Dixon County Supervisor seconded the motion. The motion carried with unanimous aye votes.

Meeting adjourned at 6:21 pm

The next BOH meeting will be held on Tuesday, January 21, 2025, at 5:30 pm.

Approved,

Respectfully submitted,

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Katie Peterson  
Board Secretary

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Teresa Jackson  
Recording Secretary

