



## Northeast Nebraska Public Health Department

### Board of Health Meeting Minutes

April 21, 2026

The Northeast Nebraska Public Health Department's (NNPHD) April 21, 2026, Board of Health (BOH) meeting was called to order according to the Nebraska Open Meetings Act by Chair Jim Rabe at 5:33 p.m. The Open Meetings Act was available on the table in the room. Members present were Jim Rabe, Wayne County Commissioner; Terry Nicholson, Dixon County Supervisor; Katie Peterson, Thurston County Representative; Nicole Haglund, Wayne County Representative; Melissa Dobbins DO; Traci Haglund, Dixon County Representative; Mike Meier, Cedar County Commissioner; Jeremy Christiansen, Cedar County Representative; Melissa Heithold DVM ; Tom Hansen, CPA, arrived at 5:40 pm.

NNPHD staff present at the meeting were Jill Belt, Interim Health Director/ Director of Operations/HR; Peggy Triggs, Director of Services; and Teresa Jackson, Administrative Specialist.

Teresa Jackson, Administrative Specialist, started the recording of the meeting.

#### **Consent Agenda, January 2026, March 26, 2026, Minutes, Financial Report**

Motion made by Melissa Dobbins, DO made a motion to accept the consent agenda, seconded by Traci Haglund, Dixon County Representative. Voting Aye: all Nay: none. Motion carried.

Motion made by Traci Haglund to accept the January 20, 2026, and March 26, 2026, minutes with correction to the March minutes to include "Decision made to name Jill Belt, Interim Director", seconded by Katie Peterson, Thurston County Representative. Voting Aye: all Nay: none. Motion carried.

Motion made by Terry Nicholson, Dixon County Supervisor to accept the Financial report, seconded by Jeremy Christiansen, Cedar County Representative. Voting Aye: all Nay: none. Motion carried.

#### **Grant Updates**

**Jill Belt, Interim Health Director :** Jill Belt reported on all newly awarded and active grants, along with Peggy Triggs, Director of Services, who provided updates on the grants under her management.

- LEAD Grant: 5-year grant with a total budget of \$2,289,509.82

- Community Health Worker (CHW) Grant: 5-year grant with a total budget of \$1,125,894.07
- Chronic Disease Grant: 1-year with a budget of \$35,000
- Oral Health Grant: 5-year grant with a budget of \$58,333
- Cancer Prevention Grant: 6-month grant with a budget of \$25,000
- PPE Stockpile Grant: 5-year grant through Elkhorn Logan Valley Public Health Department. NNPHD has partnered with them; PPE supplies will be housed at their facility and distributed upon request. This grant is worth \$25,000, NNPHD will provide back up storage if needed.
- Sherwood Capital Grant: Recently awarded in the amount of \$200,000
- Sherwood Program Grant: Recently awarded for installing plumbing for the dental chair and contracting dentists to come to our facility to see clients. This grant is worth \$250,000.

### **Old Business**

- Building Update: USDA has requested that the pipes under the sink in the conference room be covered. Otherwise, the building has passed USDA inspection. NNPHD is preparing to close on the building soon.
- Patagonia (Electronic Records System): NNPHD staff will participate in training for the electronic recordkeeping system May 12-14<sup>th</sup> 2026 . All staff will be trained
- IT Update: NNPHD has terminated contracts with IP Pathways and Prairie Health Ventures. Transitioning to Critical IT is will save the department approximately \$4,500 to \$7,000 per month.
- Generator Update: Wiring to the old generator has been removed. NNPHD is awaiting the City's preparation for wiring to be completed at their building.
- EAP Services: Employee Assistance Program services have been terminated due to lack of staff utilization over the past several years. No other EAP services will be offered, this will be a savings of \$750 per month.

### **New Business**

- NNPHD welcomes new board member Jennifer Van Meter, who will serve as the Cedar County Representative. She replaces Jeremy Christiansen on the board.
- A copy of the Community Health Assessment (CHA) was included in the board packets for member review. The CHA was developed in collaboration with

Providence Medical Center and Pender Community Hospital. The Community Health Improvement Plan will be completed through the same partnerships, along with Grant Nordby, grant writer.

- Jill Belt reported that the State of Nebraska will no longer oversee swimming pool and campground inspections. This responsibility has been transferred to local Public Health Departments. As a result, NNPHD will conduct a one-time inspection of all campgrounds and swimming pools within its four-county service area. Nicole Haglund, Wayne County Representative made a motion for NNPHD to inspect the swimming pools and campgrounds in our 4-county service area, Traci Haglund, Dixon County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried.
- Midtown will hold its first STI clinic at NNPHD on Thursday, April 23, 2026, from 2:00 p.m. to 4:00 p.m. At this time, one appointment has been scheduled. Public Health Nurse Brittney Uhing will assist with the clinic.
- Midtown will also host a dental clinic utilizing their dental van in the NNPHD parking lot from May 12–14. They will also assist with referrals from area schools.
- Jill stated that the agency currently has multiple credit cards and expressed interest in consolidating to a smaller number of cards that offer incentive or reward points, which could be used to offset costs for trainings and travel. She will research options and provide additional information at a later date.
- Marciella Ardolino has been contacted by Jill Belt to assist with billing for agency services. Given her experience with insurance, she will also manage existing insurance contracts and assist with establishing Medicare enrollment. Her contract is expected to be signed next week. She will charge a fee of 5.5% of reimbursements. Marciella Ardolino has been contacted by Jill Belt to assist with billing for agency services. Given her experience with insurance, she will also manage existing insurance contracts and assist with establishing Medicare enrollment. Her contract is expected to be signed next week. She will charge a fee of 5.5% of reimbursements.
- Discussion was held regarding the 2007 Ford Fusion owned by the agency. Due to the need for extensive repairs, it was recommended to dispose of the vehicle through a sealed bid process and pursue the purchase of a newer replacement vehicle. Jeremy Christiansen, Cedar County Representative made a motion approve

to approve sealed bids on the Ford Fusion, Nicole Haglund seconded the motion. Voting Aye: all Nay: none. Motion carried.

- Sarah Johnson, Program Specialist/DIS Team Member presented on the DIS program.
- Update of the bylaws was tabled. Jason Lamml, attorney for NNPHD, appeared via Zoom, and the board entered into executive session. Traci Haglund, Dixon County Representative made a motion to go into executive session, Katie Peterson, Thurston County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried. Executive session began at 6:26 pm.
- Executive discussion on new employee review, wages, and Executive Director.
- Katie Peterson, Thurston County Representative made a motion to end executive session, Jeremy Christiansen, Cedar County Representative seconded. Executive session ended at 7:58 pm.
- Jeremy Christiansen, Cedar County Representative made a motion to approve the separation agreement that was discussed with Jason Lamml, Attorney, Nicole Haglund, Wayne County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried.
- Jeremy Christiansen, Cedar County Representative made a motion to approve a search for an Executive Director, Katie Peterson, Thurston County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried.
- Traci Haglund, Dixon County Representative made a motion to form committees within the board members. Melissa Heithold, DMV seconded the motion. Voting Aye: all Nay: none. Motion carried. Committees are as follows:
  1. Bylaws-Jim Rabe, Chairman; Melissa Dobbins, Vice Chairman; Melissa Heithold, Treasurer; Katie Peterson, Secretary.
  2. Personnel-Melissa Dobbins, Melissa Heithold, Nicole Haglund
  3. Finance-Katie Peterson, Traci Haglund, Jennifer Van Meter
  4. Facilities (Buildings)- Jim Rabe, Mike Meier, Terry Nicholson
- Melissa Dobbins, DO made a motion to keep Jill Belt as Interim Health Director until a permanent Health Director has been appointed. Nicole Haglund, Wayne County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried.



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- Jeremy Christiansen, Cedar County Representative made a motion to advertise for the Health Director position, Katie Peterson, Thurston County Representative seconded the motion. Voting Aye: all Nay: none. Motion carried.

**Next meeting: Tuesday, May 26, 2026, at 7:30 a.m. Conference room NNPHD**

Adjournment of meeting by Chairman James Rabe at 8:18 pm.

Approved

Katie Peterson

Katie Peterson  
Secretary

Respectfully submitted

Teresa Jackson

Teresa Jackson  
Administrative Specialist