

**Panhandle Public Health District
Board of Health Agenda**

Date: September 12, 2024
Time: 8:00 am – 9:30 am
Online Zoom Link: <https://us02web.zoom.us/j/4116446883?omn=88174852809> – or –
Phone: (669)444-9171 **Access Code:** 4116446883#
Public Option: PPHD Scottsbluff Office, Room 4, 18 W 16th Street, Scottsbluff, NE

Topic	Exhibit – number indicates electronic copy	Who	Outcome
Call to Order, Open Meeting Act, & Introductions		D. Kling	
Budget Hearing: 2024-2025 Budget Budget Forms	01a – White 02a – White	D. Kling J. Gardner	Motion
Public Comment			
Meeting Adjourns		D. Kling	Motion

See glossary of programs process and partner names.

Program & Processes:	
BT – Bioterrorism	MRC – Medical Reserve Corps
CIA – Clean Indoor Air Act	PPC – Panhandle Prevention Coalition
COP – Children’s Outreach Program	PRMRS – Panhandle Regional Medical Response System
KFND – Kids Fitness and Nutrition Day	PWWC – Panhandle Worksite Wellness Council
HFA or HV – Healthy Families	TFN – Tobacco Free Nebraska
MAPP – Mobilizing for Action through Planning and Partnerships	WNV – West Nile Virus
MHI – Minority Health Initiative	

Partners & Public Health Organizations:	
CAPWN – Community Action Partnership of Western Nebraska	PHAB – Public Health Accreditation Board
DHHS – Nebraska Department of Health and Human Services	PPI – Panhandle Partnership aka “The Partnership”
NACCHO – National Association of City and County Health Officials	SACCHO – State Association of City and County Health Officials
NALBOH – National Association of Local Boards of Health	SALBOH – State Association of Local Boards of Health
NALHD – Nebraska Association of Local Health Directors	UNMC – University of Nebraska Medical Center
PHAN – Public Health Association of Nebraska	WCHR – Western Community Health Resources

**2024-2025
STATE OF NEBRASKA
LOCAL PUBLIC HEALTH DEPARTMENT
BUDGET FORM**

Panhandle Public Health District

This budget is for the Period July 1, 2024, 2024 through June 30, 2025, 2025

Upon Filing, The Entity Certifies the Information Submitted on this Form to be Correct:	
	Report of Joint Public Agency & Interlocal Agreements
	<p>Was this Subdivision involved in any Interlocal Agreements or Joint Public Agencies for the reporting period of July 1, 2023 through June 30, 2024?</p> <p align="center"> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO </p> <p align="center"><i>If YES, Please submit Interlocal Agreement Report by September 30th.</i></p>
	Report of Trade Names, Corporate Names & Business Names
	<p>Did the Subdivision operate under a separate Trade Name, Corporate Name, or other Business Name during the period of July 1, 2023 through June 30, 2024?</p> <p align="center"> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO </p> <p align="center"><i>If YES, Please submit Trade Name Report by September 30th.</i></p>
APA Contact Information	Submission Information
<p align="center">Auditor of Public Accounts PO Box 98917 Lincoln, NE 68509</p> <p>Telephone: (402) 471-2111 FAX: (402) 471-3301</p> <p>Website: auditors.nebraska.gov</p> <p>Questions - E-Mail: Jeff.Schreier@nebraska.gov</p>	<h2 style="margin: 0;">Budget Due by 9-30-2024</h2>
	<p>Submit budget to:</p> <ol style="list-style-type: none"> 1. Auditor of Public Accounts -Electronically on Website or Mail 2. County Board (SEC. 13-508), C/O County Clerk

Panhandle Public Health District

Line No.	TOTAL ALL FUNDS	Actual 2022 - 2023 (Column 1)	Actual/Estimated 2023 - 2024 (Column 2)	Adopted Budget 2024 - 2025 (Column 3)
1	Beginning Balances, Receipts, & Transfers:			
2	Net Cash Balance	\$ 234,724.00	\$ 446,775.00	\$ 361,305.00
3	Investments	\$ 13,304.00	\$ 13,804.00	\$ 417,921.00
4	Subtotal of Beginning Balances (Lines 2 thru 3)	\$ 248,028.00	\$ 460,579.00	\$ 779,226.00
5	Federal Receipts	\$ 1,831,720.00	\$ 3,342,214.00	\$ 4,743,267.00
6	State Receipts: State Aid (State Statute Section 71-1628.08)	\$ 276,788.00	\$ 276,688.00	\$ 276,788.00
7	State Receipts: Other	\$ -	\$ -	\$ -
8	Local Receipts: Other	\$ 1,512,042.00	\$ 1,117,299.00	\$ 1,052,665.00
9	Transfers In Of Surplus Fees	\$ -	\$ -	\$ -
10	Transfer In Other Than Surplus Fees (Should agree to Line 19)	\$ -	\$ -	\$ -
11	Total Resources Available (Lines 4 thru 10)	\$ 3,868,578.00	\$ 5,196,780.00	\$ 6,851,946.00
12	Disbursements & Transfers:			
13	Operating Expenses	\$ 3,357,156.00	\$ 4,374,687.00	\$ 6,030,178.00
14	Capital Improvements (Real Property/Improvements)	\$ -	\$ -	\$ -
15	Other Capital Outlay (Equipment, Vehicles, Etc.)	\$ 32,976.00	\$ 25,000.00	\$ 24,675.00
16	Debt Service: Other	\$ 17,867.00	\$ 17,867.00	\$ 17,867.00
17	Judgments	\$ -	\$ -	\$ -
18	Transfers Out of Surplus Fees	\$ -	\$ -	\$ -
19	Transfers Out Other Than Surplus Fees (Should agree to Line 10)	\$ -	\$ -	\$ -
20	Total Disbursements & Transfers (Lines 13 thru 19)	\$ 3,407,999.00	\$ 4,417,554.00	\$ 6,072,720.00
21	Balance Forward/Cash Reserve (Line 11 - Line 20)	\$ 460,579.00	\$ 779,226.00	\$ 779,226.00
22	Cash Reserve Percentage			13%

If Cash Reserve is over 50% list Special Reserve Accounts

Name of Account

Amount

Total Special Reserve Accounts
Remaining Cash Reserve Percentage

\$ -

13%

CORRESPONDENCE INFORMATION

ENTITY OFFICIAL ADDRESS

If no official address, please provide address where correspondence should be sent

NAME	Panhandle Public Health District
ADDRESS	PO Box 337
CITY & ZIP CODE	Hemingford, NE 69348
TELEPHONE	308-487-3600
WEBSITE	pphd.ne.gov

	BOARD CHAIRPERSON	CLERK/TREASURER/SUPERINTENDENT/OTHER	PREPARER
NAME	Dan Kling	Kim Engel	Jim Gardner, CPA
TITLE /FIRM NAME	Chairperson	Executive Director	Casey Peterson LTD
TELEPHONE	308-360-1600	308-487-3600	308-432-4465
EMAIL ADDRESS	drklings79@gmail.com	kengel@pphd.ne.gov	jimg@caseypeterson.com

For Questions on this form, who should we contact (please \checkmark one): Contact will be via email if supplied.

- Board Chairperson
- Clerk / Treasurer / Superintendent / Other
- Preparer

Panhandle Public Health District
2024-2025 LID SUPPORTING SCHEDULE

Calculation of Restricted Funds

State Aid (State Statute Section 71-1628.08)	(1)	\$	276,788.00
Transfers of Surplus Fees	(2)	\$	-
Prior Year Budgeted Capital Improvements that were excluded from Restricted Funds.			
Prior Year Capital Improvements Excluded from Restricted Funds (From Prior Year Lid Supporting Schedule, Line (8))			0.00 (3)
LESS: Amount Spent During 2023-2024			0.00 (4)
LESS: Amount Expected to be Spent in Future Budget Years			0.00 (5)
Amount to be included as Restricted Funds (Cannot be a Negative Number)	(6)	\$	-

TOTAL RESTRICTED FUNDS (A)	(7)	\$	276,788.00
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Lid Exceptions

Capital Improvements (Real Property and Improvements on Real Property)		\$	- (8)
LESS: Amount of prior year capital improvements that were excluded from previous lid calculations but were not spent and now budgeted this fiscal year (<i>cannot exclude same capital improvements from more than one lid calculation.</i>) Agrees to Line (5).		\$	- (9)
Allowable Capital Improvements	(10)	\$	-
Interlocal Agreements/Joint Public Agency Agreements	(11)	\$	-
Judgments	(12)		
Repairs to Infrastructure Damaged by a Natural Disaster	(13)		

TOTAL LID EXCEPTIONS (B)	(14)	\$	-
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TOTAL RESTRICTED FUNDS For Lid Computation (To Line 9 of the Lid Computation Form) <i>To Calculate: Total Restricted Funds (A)-Line 7 MINUS Total Lid Exceptions (B)-Line 14</i>	\$ 276,788.00
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*Total Restricted Funds for Lid Computation **cannot** be less than zero. See Instruction Manual on completing the Lid Supporting Schedule.*

Panhandle Public Health District

COMPUTATION OF LIMIT FOR FISCAL YEAR 2024-2025

Prior Year Restricted Funds Authority (Base Amount) = Line (8) from last year's Lid Form

445,294.43
(1)

ALLOWABLE INCREASES

1 BASE LIMITATION PERCENT INCREASE (2.5%) 2.50 %
(2)

2 ALLOWABLE GROWTH PER THE ASSESSOR MINUS 2.5% - %
(3)

$$\frac{\text{2024 Growth per Assessor}}{\text{2023 Valuation}} = \frac{-}{\text{Multiply times 100 To get \%}}$$

3 ADDITIONAL ONE PERCENT BOARD APPROVED INCREASE 1.00 %
(4)

$$\frac{19}{\text{\# of Board Members voting "Yes" for Increase}} / \frac{19}{\text{Total \# of Members in Governing Body at Meeting}} = \frac{100.00}{\text{Must be at least .75 (75\%) of the Governing Body}}$$

ATTACH A COPY OF THE BOARD MINUTES APPROVING THE INCREASE.

4 SPECIAL ELECTION/TOWNHALL MEETING - VOTER APPROVED % INCREASE %
(5)

Please Attach Ballot Sample and Election Results OR Record of Action From Townhall Meeting

TOTAL ALLOWABLE PERCENT INCREASE = Line (2) + Line (3) + Line (4) + Line (5) 3.50 %
(6)

Allowable Dollar Amount of Increase to Restricted Funds = Line (1) x Line (6) 15,585.31
(7)

Total Restricted Funds Authority = Line (1) + Line (7) 460,879.74
(8)

Less: Restricted Funds from Lid Supporting Schedule 276,788.00
(9)

Total Unused Restricted Funds Authority = Line (8) - Line (9) 184,091.74
(10)

LINE (10) MUST BE GREATER THAN OR EQUAL TO ZERO OR YOU ARE IN VIOLATION OF THE LID LAW.

The amount of Unused Restricted Funds Authority on Line (10) must be published in the Notice of Budget Hearing.

Panhandle Public Health District
2024-2025 CAPITAL IMPROVEMENT LID EXEMPTIONS

Description of Capital Improvement	Amount Budgeted
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Total - Must agree to Line 8 on Lid Support Page 4

\$ -

REPORT OF JOINT PUBLIC AGENCY AND INTERLOCAL AGREEMENTS
REPORTING PERIOD JULY 1, 2023 THROUGH JUNE 30, 2024

Panhandle Public Health District
 SUBDIVISION NAME

Parties to Agreement (Column 1)	Agreement Period (Column 2)	Description (Column 3)	Amount Used as Lid Exemption (Column 4)

Total Amount used as Lid Exemption \$ -

REPORT OF TRADE NAMES, CORPORATE NAMES, BUSINESS NAMES

REPORTING PERIOD JULY 1, 2023 THROUGH JUNE 30, 2024

Panhandle Public Health District

SUBDIVISION NAME

List all Trade Names, Corporate Names and Business Names under which the political subdivision conducted business.

Horizontal lines for listing trade names, corporate names, and business names.

NOTICE OF BUDGET HEARING AND BUDGET SUMMARY

Panhandle Public Health District

PUBLIC NOTICE is hereby given, in compliance with the provisions of State Statute Sections 13-501 to 13-513, that the governing body will meet on the 12th day of September 2024, at 8:00 o'clock AM at via teleconference at <https://us02web.zoom.us/j/4116446883?omn=88174852809>, or by phone at (669)444-9171 Access Code 4116446883#, or in PPHD Scottsbluff Office Room 4, 18 W 16th Street, Scottsbluff, NE for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the following proposed budget. The budget detail is available at the office of the Clerk during regular business hours.

2022-2023 Actual Disbursements & Transfers	<u>\$ 3,407,999.00</u>
2023-2024 Actual/Estimated Disbursements & Transfers	<u>\$ 4,417,554.00</u>
2024-2025 Proposed Budget of Disbursements & Transfers	<u>\$ 6,072,720.00</u>
2024-2025 Necessary Cash Reserve	<u>\$ 779,226.00</u>
2024-2025 Total Resources Available	<u>\$ 6,851,946.00</u>
Unused Budget Authority Created For Next Year	<u>\$ 184,091.74</u>

**Panhandle Public Health District
Board of Health Agenda**

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Topic	Exhibit – number indicates electronic copy	Who	Outcome
Call to Order, Open Meeting Act, & Introductions		D. Kling	
Consent Agenda <ul style="list-style-type: none"> • Approval of Agenda • July 2024 Meeting Minutes • Directors Report – September 2024 • Upcoming Training Opportunities 	00b – White 01b – White 02b – Purple 03 – White	D. Kling	Motion
2024-2025 Budget		D. Kling	Motion
1% Lid Increase for 2024-2025 Budget		D. Kling	Motion
Finance Committee Report Minutes, June & July 2024 Financial Statements, Program Spreadsheets	04 – Orange 05-07 – Blue	S. Williamson	Motion
Exec Committee: Minutes & State Approval Letter <ul style="list-style-type: none"> • Ratification of hiring Jessica Davies as Health Director 	08-09 – White	K. Engel	Motion
Hud Policies: Whistleblower Policy Nonsolicitation/Nondistribution Policy Standards of Conduct Policy	10-White 11 – White 12 – White	K. Engel	Motion
Hemingford Renovation Update & Storm Damage Bid	13 – Handout	K. Engel	Motion
Update on Mental Health planning		M Barhafer	Status Update
Brain Health Initiative Presentation		P. Schnell	Status Update
Situation Table Presentation and Recognition		T. Prochazka	Status Update
Strategic Plan Update		S. Williamson	Status Update
Accreditation Update		S. Williamson	Status Update
Other Business		D. Kling	Status Update
Public Comment			
Meeting Adjourns		D. Kling	Motion

Next Meeting Date: November 14, 2024

Time: 8:00 am – 9:30 am

Place: In Person – Location TBD

See back for a glossary of program, process, and partner names

Program & Processes:	
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**Panhandle Public Health District
Board of Health Meeting Minutes
July 11, 2024
A Venue Off Broadway, 17 W 16th St, Scottsbluff, NE**

Members Present		Member Absent	
Carl Stander	Kimball County Commissioner	Brian Brennemann	Grant County Commissioner
Dan Kling	Sheridan County Commissioner	Don Lease	Banner County Commissioner
Diana Lecher	Dawes County Spirited Citizen	Dixann Krajewski	Garden County Commissioner
Jackie Delatour	Sioux County Spirited Citizen	David Cornutt	Board Physician
Jon Werth	Grant County Spirited Citizen/ Board Veterinarian	Hal Downer	Sioux County Commissioner
Kay Anderson	Morrill County Spirited Citizen	Mandi Raffelson	Cheyenne County Spirited Citizen
Kristin Wiebe	Scotts Bluff County Spirited Citizen	Mark Harris	Scotts Bluff County Commissioner
Marie Parker	Banner County Spirited Citizen	Mary Gentry-Randall	Garden County Spirited Citizen
Mike Sautter	Box Butte County Commissioner	Randy Miller	Cheyenne County Commissioner
Pat Wellnitz	Sheridan County Spirited Citizen	Vic Rivera	Dawes County Commissioner
Randy Bohac	Kimball County Spirited Citizen	William Gray	Deuel County Spirited Citizen
Susanna Batterman	Morrill County Commissioner	Vacant	Board Dentist
		Vacant	Deuel County Commissioner
		Vacant	Box Butte County Spirited Citizen

Staff Present		Guests Present	
Kim Engel	PPHD Director	Deidre Budhal	Casey Peterson PC
Sara Williamson	PPHD CFO/Accreditation Coordinator		
Jessica Davies	PPHD Assistant Director		
Tabi Prochazka	PPHD Dep. Dir. Health Promotion & Preparedness		
Nicole Berosek	PPHD Organizational Wellness Coordinator		
Melissa Haas	PPHD Environmental Health Coordinator		
Paulette Schnell	PPHD Dep. Dir. Clinical Services		

Key Actions Taken:
<ul style="list-style-type: none"> • Approved the 2022-2023 Audit Report from Casey Peterson • Approved bid from HBE to perform the FY 2024, 2025 and 2026 audits • Approved contract for immunization program billing • Authorized executive committee to hire and make an offer for health director after interviews

Call to Order/Introductions:

President Kling called the meeting to order at 8:03 am. The meeting was conducted virtually in compliance with the Nebraska Open Meeting Act, with a copy of the Act available in the meeting room. The meeting was publicized in the Star-Herald on Tuesday, July 2, and the board meeting notice, Open Meeting Act, and meeting packet were posted on the PPHD website at www.pphd.ne.gov. Roll was called and quorum was confirmed. Introductions were made.

Consent Agenda:

Motion to approve as presented by Sautter and seconded by Parker. Voice vote with all in favor.

FY 2022-2023 Audit Report:

Deidre Budhal from Casey Peterson joined the meeting virtually and presented the 2022-2023 Audit Report and Financial Statements. Casey Peterson provided a clean opinion of the financial statement and SEFA. Budhal reviewed the financial statements, noting revenues and expenses increased by about \$600,000 and \$300,000,

respectively, over the prior year, and that wages were down but benefits increased due to more participation in insurance and retirement. Budhal reviewed the notes of the financial statements.

Under the single audit Casey Peterson tested the Home Visitation funds from TANF and MIECH-V, about 22% of PPHD's federal funds, and found no issues of noncompliance. As part of the single audit Casey Peterson identified one weakness over internal controls due to the auditing firm also preparing the financial statements (not uncommon for an organization like PPHD), and one finding of non-compliance due to late submission of the audit to the federal audit clearinghouse, which was due to turnover resulting personnel turnover at the auditing firm and through no fault of PPHD. The late filing will put PPHD in an "other than low-risk" category for the audit of the next two fiscal years. It is possible that PPHD may be able to have the audit report prepared on a cash basis to avoid the weakness related to the preparation of financial statements.

A motion to approve the 2022-2023 audit report as presented was made by Werth and seconded by Wiebe. A roll call vote was held with all in favor, none opposed or abstained. Budhal left the meeting.

Finance Committee Report:

Williamson presented on behalf of the finance committee that met virtually to review the April and May 2024 financial statements and program spreadsheets. She reviewed the minutes and financial statements.

A motion was made to approve the finance committee report and financial statements by Sautter and seconded by Wiebe. A roll call vote was held with all in favor, none opposed or abstained.

Audit Proposal:

PPHD solicits bids for audits every 5-6 years. For years that has been awarded to Fred Lockwood and Co, and then to Gardener, Loutzenhiser, and Ryan from Chadron after they split. Since GLR has merged with Casey Peterson and due to turnover in staff, they no longer have capacity to conduct PPHD's audit. Engel and Williamson reached out to 4 firms to request bids. ClingerHagerman LLC from Laramie, KSO CPAs from Kearney, Jarred, Gillmore and Phillips from Kansas, and HBE from Lincoln.

HBE was the only firm indicating capacity and a willingness to provide services, and the only firm that submitted a bid. Engel has experience with HBE through other boards she serves on having audit and/or accounting services performed by HBE. HBE's bid for the FY2024 audit is \$29,200, FY 2025 \$30,600 and FY 2026 \$32,100.

Sautter noted that HBE does his firm's peer-review process and provided a high recommendation for HBE's services. He added that a high level of training is required to perform governmental audits.

A Motion to approve the HBE audit bid as presented was made by Werth and seconded by Sautter. A roll call vote was held with all in favor, none opposed or abstained.

Vaccination Billing & TA Support:

Engel informed the board that it was July 2023 when PPHD received word that Regional West was closing the Community Health Program and PPHD made the decision to absorb the immunization program. The program has been a great success, providing over 4,000 immunizations and keeping most of the staff that working under the Community Health program.

PPHD staff have done a great job setting up the contracts and billing pieces needed to bill for immunizations, but there is still a learning curve. Other health departments in Nebraska are struggling with billing capacity. NALHD has contracted a person to provide TA to staff, but she also has a company that specializes in contracting and billing with an electronic medical record (EMR) platform called Patagonia. Her company will

review contracts and credentialing, negotiate fee schedules, and submit billing for health departments, streamlining efforts across the state.

In the first year PPHD collected about \$600,000 in billed claims and has about \$100,000 of unpaid claims. The goal is to narrow that gap in the next year. There were extra COVID funds in the past to pay for nursing staff but going forward the immunization program will need to make the billing revenue part of the sustainability plan. Participating in this contract will help with that process.

The initial contract is \$2000 to engage the firm, and the ongoing billing support will total 7% of paid claims in the first year. Based on the first year of revenues, the 7% would have equaled about \$42,000. PPHD staff will be trained to use the EMR to submit billing in the 2nd year.

Motion to approve proceeding with the contract made by Lecher and seconded by Wellnitz. A roll call vote was held with all in favor, none opposed or abstained.

Next Steps in Director Hiring Process:

Ads have been published to advertise the Director opening and applications are due July 14. Engel has received 3 applications to-date. The interview committee has received draft questions. The application process will include some written questions prior to the verbal questions during the interview. Engel is working on interview dates, hoping for in-person during the first week of August. Engel had draft questions available if board members wanted to review.

The interview committee is the executive committee – Dan, Diana, Susanna, Marie, Pat – and Don Lease as volunteer. In the question development process, it was noted that board members may not understand the full context of the questions and Kim requested two members of PPHD’s senior management participate on the interview team, not as voting members, but to provide context to the committee on answers.

The next steps for the board were to determine if the interview committee could make an offer to the candidate to keep the process moving forward without having to wait until the next board meeting on September 12. The board would then ratify the offer at the September meeting. The group discussed moving up board meeting dates and/or having the committee approve and ratify after.

Engel expressed confidence in the committee’s ability to make the decision and recommended letting make the offer and negotiate compensation and ratifying at the September meeting.

Motion to let the executive committee proceed with hiring, making offer and negotiating compensation was made by Delatour and seconded by Wiebe. A roll call vote was held with the majority in favor, Sautter opposed, no abstentions.

Hemingford Renovation & Storm Damage:

Remodeling in Hemingford is moving forward. There was a significant storm on June 20 affecting most of the Panhandle. Hemingford received a major hailstorm and about 4” of rain. The office received flooding through the back door through to the front door on the north building and in the basement. The approved remodel plans were designed to address some of the water issues. Contractors and staff moved all furniture from that side of the building to the other side, got Gary’s Cleaning to come and add fans to do moisture testing. Their recommendation is that the floor is warped in areas, and walls have taken up water, and will likely need repairs. A claim has been filed with insurance. Engel contacted the architect to see what we might need to do to address the situation and noted that some of the insurance funds may help address repairing walls and making modifications in the existing space.

Engel asked for approval to get bids to make additional modifications to split the very front office into two offices and remove the bathroom between Erin and Jessica's current office spaces.

Lecher asked about staff wanting to work from home. Staff are working from home right now, but staff in that office prefer to work in the office and don't want to make remote work a permanent status.

Sautter asked about getting the bid to make a change order to the original bid, but only one bid was received when the original bid was publicized.

Davies noted that several businesses on PPHD's block are experiencing issues with excess water. They all met with the city in December and the city has plans to concrete the alleyway behind PPHD's office as one solution.

Strategic Plan Update:

Williamson gave an update on PPHD's strategic planning process, noting that staff are starting year 3 of the implementation period of the plan.

Accreditation Update:

PPHD will be submitting the first annual report to PHAB since receiving reaccredited status in August 2023. It is due by September 30, 2024.

Program Updates:

Nicole Berosek provided updates on worksite wellness and injury prevention initiatives.

- PPHD runs the Panhandle Worksite Wellness Council, which operates on a non-membership basis. The council provides monthly news releases, educational opportunities for schools and worksites, challenges and other events like Walk at Lunch Day, and the Fall Safety and Wellness Conference. PWWC with 172 worksites in the last fiscal year. PPHD staff also revised the Governor's Wellness Award application for the entire state and 28 organizations applied in 2023 and 23 organizations in 2024. Governor Pillen will do a recognition of the awarded businesses at the Capitol.
- Over the past few years PPHD has received funding from the Highway Safety Office. Panhandle crash fatality data is some of the highest in the state. Only 28% of Panhandle students go through Drivers Ed, while the state average is over 50%. PPHD is working with WNCC and the State increase the availability of Drivers Ed throughout the Panhandle. Registration fees, especially for underserved populations, and the locations of the training are current barriers. Driver's Ed is no longer part of school curriculum, but the State is working to include support for local training in their federal grant.

PPHD has also received mini grants to do "Click It or Ticket" campaigns, schools assemblies, car seat inspection stations, older driver safety program, and additional funding for pedestrian safety for schools. Schools have all been offered the ability for the assemblies, but not all have taken the offer.

- The Nebraska Department of Education has provided PPHD funding to provide chronic disease prevention work with the schools and to provide CPR training to all coaches as part of new NSAA certification requirements.
- PPHD has also received a new grant from Region I for PFS (Partnership For Success) to address alcohol, substance and suicide. This funding will continue through September 2025.

Melissa Haas provided updates on environmental health initiatives.

- PPHD received Public Health Infrastructure Grant funding to increase environmental health capacity related to well water testing, education about air quality, and lead poisoning prevention. PPHD's lead program provides elevated blood lead level (EBLL) testing for children, home inspections for lead based exposure sources, and PPHD has 3 state- licensed lead risk assessors and inspectors and providing community training.
- PPHD Received the Lead Hazard Reduction Capacity Grant from HUD to increase the number of contractors and home builders to safely address lead problems. After completing the capacity-building phase, the next level is funding to pay for remediation work.
- There is an environmental health coalition that meets quarterly to address well water, air quality, and lead poisoning.
 - PPHD continues to pursue funding National Center for Healthy Homes mini grant to test in-home childcare providers.
 - PPHD encourages those on well water to follow up with their appropriate NRD about testing. We also receive reports of public water violation. We don't have enforcement but can provide education.
 - PPHD is working with schools to provide Purple Air monitors that monitor local air quality for particulates. Schools can tailor their outdoor activities based on air quality for any given day.
- PPHD has provided free radon test kits since 2014 including both short- and long-term kits and provides mitigation information. Homes that test higher than 4.0 pc/L should be remediated.
- PPHD conducts mosquito trapping throughout the summer to detect and monitor the presence of West Nile Virus in the area. Last year we added tick surveillance to monitor for ones that carry lyme disease.
- PPHD track calls received about water violations, restaurant violations, large pests like bats, rental issues or property complaints. Although PPHD does not have a lot of enforcement authority for these issues, we refer callers to the responsible agency.

Paulette Schnell's presentation was moved to the next meeting due to time constraints.

Other Business:

There was no other business.

Delatour asked about smoke- and alcohol-free policies that can be provided to the new administration at Sioux county high school. Berosek is the contact for this kind of policy work.

Public Comment:

No members of the public were present for comment.

Next Meeting Date:

Next board meeting date is September 12, 2024, and will be virtual for the budget hearing and board meeting.

Adjourn:

Motion to adjourn by Lecher and second by Delatour. Voice vote with all in favor and meeting adjourned at 9:39 am.

September 2024 **Board of Health Report**

From the Director

Kim was honored as the inaugural National Champion of Local Governmental Public Health at NACCHO in Detroit in July!

The Panhandle Situation Table also was recognized as a Model Practice demonstrating exemplary and replicable qualities in response to critical local public health need!

Staffing

We had an open position for a Community Health Educator to support the PFS initiatives. We interviewed and offered to two individuals but were unable to fill the position. We will reopen the position in the fall.

The Health Director's position has been interviewed and offered to Jessica Davies. The board will conduct a final vote on the offer at the September 12 board meeting.

Legislative

Each of the health departments will receive an equal distribution of the opioid settlement dollars for prevention work. Estimated funding is \$27,000 per health department.

New Funding

No new programs to report on, the budget is included in the September board packet.

Hemingford Office Renovation

The trusses and frame have been put up and we are excited to see the progress of construction. We are still awaiting insurance estimates for the storm damage.

Community Health Assessment and Improvement Plan

CHA/CHIP Update

The Community Health Assessment has been turned into an easy-to-use dashboard, this is being added to the website. You will be able to find it under the data and publications tab. Since the last board meeting, there has been a lot of movement on the Community Health Improvement Plan. The Housing and Homelessness coalition met to discuss the growing community of unhoused individuals behind the Lakota Lutheran Center. With the ever-approaching threat of cold Nebraska winters, we must act quickly. The coalition is stationing someone at Lakota Lutheran Center each week on Thursdays to help connect folks there with services. The behavioral health committee continued a conversation that started in April to identify three priorities to approach DHHS with. The committee decided to approach DHHS about a crisis stabilization facility first. The PPHD team is offering technical assistance to each hospital and met with hospitals for the first time in August. There will be two meetings per year. One in the summer and one in late fall/winter. The 2023 CHIP annual report is complete and up on the website.

Lead – Megan Barhafer & Leadership Team

Minority Health Initiative

Megan completed the health disparities dashboard that will help other organizations easily access health information relevant to underserved populations. She presented the dashboard to the PPC and technical assistants working with local hospitals will begin sharing it alongside the CHIP dashboard. Kelsy and Megan completed the Native American Health Needs assessment and returned the report to NMRC. They will now begin the process of conducting a MAPP assessment in collaboration with NMRC to create a plan to address some of the health needs identified. We received approval for a fourth individual to begin the medical interpretation course through ALTA language services. We now have one individual who has



completed the course from Box Butte County, three who are currently enrolled from Scotts Bluff County, and one who we will be enrolling from Sheridan County.

Lead- Kelsy Sasse

Performance Management and Quality Improvement

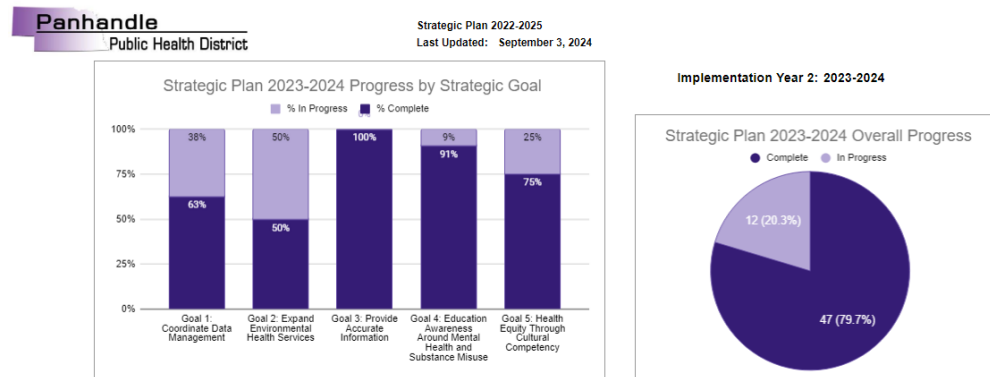
Metrics are available on the website here: http://www.pphd.org/performance_management.htm
 Performance management meetings for Q2 of 2024 took place in July. The data has been updated. Current Quality improvement projects include: increasing usage of credible minds by leveraging different partnerships. Flyers have been distributed to hospitals and the QR code scans are linked to the different marketing efforts so we can track effectiveness. We have just started improving data sharing between PPHD and the health clinic. We started by having a meeting to talk about the importance of STD data sharing and we will track any change in data sharing.

Lead - Megan Barhafer

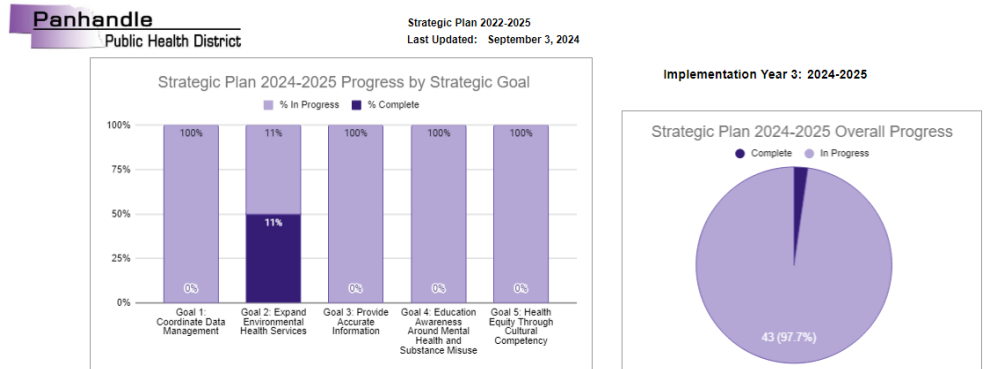
Strategic Plan

Reporting on Year Two strategies is finished. items that are not complete as of year-end are added to Yer 3 of implementation as needed.

Completion of Year 2



Start of Year 3



2024-2025 Overall				
Complete	In Progress	Objectives	% Complete	% In Progress
1	43	44	2.27%	97.73%

Lead - Leadership Team

Clinical Services

Vaccinations

We have had several events to focus on school vaccines and education. We continue to see an increase in our walk-in clinic from students who will be enrolling in medical programs, and children getting ready for kindergarten and 7th grade. We had the following outreach events:

- In July we provided education and vaccines in conjunction with the free sports physicals in provided in Alliance at two events.

- In July and August, we provided education and vaccines at free sports physicals at Gering, Morrill, and Scottsbluff.
- Provided 7th grade vaccines at Gering Junior High during their orientation in August.
- Provided adult vaccines to residents at the Mitchell Care Center in July.
- Held an educational immunization booth for the Family Night Out in Scottsbluff in August.

Paulette has visited several hospitals and immunization providers across the panhandle in August to provide immunization materials, stats, and promote the Immunization Coalition. We continue to host the monthly meeting of the Panhandle Immunization Coalition, which is a virtual meeting that includes immunization providers across the panhandle. We have begun to schedule worksite influenza vaccines clinics for October. We also are planning our first drive-through flu clinic on October 5th.

Lead – Paulette and nursing staff

NACCHO Adolescent Immunization Program

Paulette and Jessica have continued participating in the regular NACCHO Adolescent Immunization Program virtual meetings. Promotional and educational materials were disseminated from the input that Kelsy and Jessica received from the adolescent focus group held March and a survey to the Youth Advisory Committee for feedback on the materials. They were then revised according to their suggestions.

Lead – Paulette Schnell & Jessica Davies

Aging Office of Western Nebraska Immunization Promotion

We continue to promote vaccinations in the senior populations by providing walk-in clinics for easy access and providing on-site vaccinations at long-term care and assisted living facilities. We also provide home visits for vaccinations for those who cannot leave their homes. This program will end in September, but we will continue to focus on this age group with our immunization promotion.

Lead – Paulette Schnell

HPV

HPV vaccinations have been promoted and provided at Sports Physical Events in Alliance, Gering, Morrill, and Scottsbluff in July and August. A vaccination clinic was held on-site at Gering Jr. High that included HPV at orientation. Paulette has been completing site visits with area hospitals and clinics to distributing HPV posters, reviewing immunization stats and promoting the immunization coalition. Billboards are up across the panhandle promoting HPV vaccinations in addition to radio and social media.

Nebraska Comp Cancer was selected to participate in the Tri-Networks Cancer Prevention Community of Practice. This initiative is designed to build the capacity of National Comprehensive Cancer Control Programs, cancer coalitions, and other partners to implement policy, systems, and environmental (PSE) change strategies that address upstream social determinants of health (SDOH) that contribute to an increased cancer burden. It will support the implementation of interventions that reduce health disparities among low socioeconomic, Hispanic/Latino, and geographically defined groups. Jessica was invited to participate with the NCC Program Manager and Coordination. This will be an 18-month coaching process to assist with statewide efforts to increase HPV vaccination. Jessica participated in the regular training opportunity in August. Paulette, Ally, & Jess will be meeting with a St. Jude’s representative to discuss rural messaging.

Lead – Paulette Schnell & Jessica Davies

Munroe-Meyer Institute Clinics

We renewed our contract with UNMC Munroe Meyer Institute to coordinate the Medical Handicapped Children’s Clinics and the Genetic Clinic. Sandy Preston is coordinating the upcoming clinics for October. Regional West is allowing us space for the clinics.

Lead – Paulette Schnell, Staff-Sandy Preston

Healthy Brain Initiative

PPHD received a grant from the Alzheimer's Association in the amount of \$48,000 for a one-year period to address education and early detection of dementia and Alzheimer's. Paulette is the health strategist that is taking the lead on this project. The workplan has been approved. The Nebraska Alzheimer's Association will be coming to the Panhandle in September to provide education and support for the Chadron area. Paulette has met with the area long term care Coalition to discuss upcoming projects.

Lead – Paulette Schnell and Jessica Davies

Fit Testing

July= 4, August= 6

Staffing – Myranda Kelley, Paulette Schnell

CPR

Community-based = 0. (1 scheduled for end of September, estimated total of 14 participants). Nebraska Department of Education grant= 5 schools completed, totaling 74 participants. (6 more schools scheduled in September, estimated total of 189 participants). One instructor being trained- Allyson. Two contract workers- Marie and Jackie helping. One seasonal employee helping. Four instructors that are school employees helping with the classes.

Staffing – Myranda Kelley, Nicole Berosek, Paulette Schnell

Worksite Wellness

PWWC

The Panhandle Worksite Wellness Council continues to bring education and training to the Panhandle. Below is a list of trainings recently offered & upcoming opportunities:

Training Overview:

- 80 participants have registered for the Fall Safety and Wellness Conference on September 19th at the Gering Civic Center
- Attended the Hope Science Training at ESU
- Attended the Welcoming Communities Conference
- Around 20 participants attended the July Wellness Chat at Chadron Community Hospital. We discussed vaccinations, PWWC updates, and 8 to Great.
- Presented Work-Life Balance presentation on 8/14 for 100 ESU employees
- Presented Resilience - Tenacity at the ESU Para in-service day - around 100 participants
- Presented Resilience - Tenacity at the Mental Health conference breakouts in Alliance.

Upcoming activities:

- Working with SRMC and MCCH on their MAPP
- Promoting CPR to school staff
- Scheduling an Adult Mental Health First Aid Training on October 29th

PFS - Performance for Success

Region 1 Behavioral Health offered us an opportunity to help fulfill a Five (5) year contract. This grant focuses on education for students and young adults over 18 in the following areas: vaping, suicide, alcohol, and diversity in the high-risk counties. Monument Prevention will provide vaping and alcohol education to Scotts Bluff County. The work plan is due at the beginning of August and the first contract year ends at the end of September.

Updates:

- Cheri is scheduling QPR trainings
- Liz is assisting with Hope Squad Master Trainings

- Nicole and Janelle are now trained in Power of Parents and CALM (trainings are being scheduled)
- We are offering 4H Health Rocks - Take a Deep Breath - at 3rd grade wellness day
Lead – Jessica Davies, Tabi Prochazka, Nicole Berosek, and Janelle Visser

Snow-Redfern Foundation Project

PPHD is working with Snow-Redfern Foundation on a project in Box Butte County. PPHD is the fiscal agent for the project and working with Alliance Rec Center (ARC) Director, UNL Extension Box Butte County, and a contractor, Maya Chilese, to provide youth opportunities for growth and voice on projects. PPHD is working to ensure youth voices are heard during the Box Butte CHIP project. Several meetings happened with all parties to determine who is working on specific deliverables. PPHD is excited about the collaboration and opportunity to work with Box Butte County and all parties involved. Kelsy is coordinating the Youth Advisory Committee comprised of area students that will be a wonderful avenue for receiving feedback and input on our many public health initiatives and projects. Box Butte youth conducted a mapping assessment and the project consultant has initiated the Giving Circle youth and adult meetings that will help to identify our SRF grants are funded based on their input.

Lead- Jessica Davies

NDE

We received a grant from the Nebraska Department of Education to support schools with their mental health and tobacco prevention. The contract started on 12/14/23 and ends on 12/14/24. A work plan was produced and will be executed by Janelle and Nicole. The objectives are listed below.

- Support the development of youth tobacco prevention tools and resources in service areas to advance health-promoting strategies in schools, college campuses, clinics, and hospitals.
- Provide mini-grants to schools for youth tobacco prevention and mental health initiatives.
- Promote My Life My Quit text line support resources in schools, clinics, and hospitals as part of tobacco prevention work.
 - Promoting their social media and newsletters.
- Co-brand materials for the PPHD social media campaign to include No Limits Nebraska to highlight tobacco-free youth for regional promotion and scholarship support.
- Support regional/Western Nebraska Hope Squad teams in their service area.
 - Janelle continues to serve as a contact for Hope Squad.
- Promote state-level school health data infographics and tip sheets across programs at health fairs, trainings, and in work with schools and community organizations.
 - We are promoting through PWWC newsletter.
 - Promoting through a Quitline newsletter
- We worked with REEL Entertainment to produce videos for the Mental Health Conference in August.
- We can also offer FREE CPR/First Aid to all Panhandle Schools. Nicole is working on promotion and Myranda will offer the training.

Lead- Janelle Visser & Nicole Berosek

Preparedness

PRMRS – Panhandle Regional Medical Response System

Emily continues to provide situational awareness and training opportunities for healthcare entities through PRMRS. Emily has been in attendance for several meetings with DHHS regarding the PRMRS workplan, including updates to training and exercise requirements, as well as preparedness plan documents and assessments required by ASPR.

An all-day in-person Juvare training was held with PRMRS hospital members on August 23rd. Juvare is a communication and reporting tool. PRMRS coordinated with DHHS to provide the training.

Tabi, Emily, and Marissa will attend the State Preparedness Seminar in Kearney the last week of September.

Our MRSE exercise is planned for January 17th. Planning and coordination have already begun for this functional exercise facilitated by CPERS and UNMC. PRMRS is coordinating with CPERS for a hospital ICS train-the-trainer training for later this fall in the Northern Panhandle, and on January 15th in Gering. The Preparedness Symposia is scheduled for January 14th in Gering.

Lead - Emily Timm

BT – Public Health Emergency Preparedness

Preparedness staff have been preparing for the start of school and working with PRMRS to align training and exercise plans for the year.

Lead - Tabi Prochazka

Disease Investigation

PPHD continues to review and/or investigate infectious disease cases. Staff attended a TB webinar in July about how to conduct TB cases. There has been an increase in West Nile Virus cases (both neuroinvasive and non-neuroinvasive) in the past 2 months. Reportable diseases in Nebraska are listed at: [Nebraska Reportable Diseases](#)

Staffing – Allison De Los Santos, Emily Timm, Kendra Lauruhn, Paulette Schnell

School Surveillance

Nebraska DHHS launched the 2024/2025 School Absenteeism Reporting Project the end of August for registration. This season will be almost identical to last season. Schools will first receive a survey asking them to enter their total starting student enrollment, as well as the date of the last day of the school year. This enrollment survey must be completed in order to start receiving weekly e-mails/report links. The first date of reporting will be Wednesday, September 11.

PPHD is following the same infectious control measures as we did pre-COVID. PPHD will reach out to a school when over 10% of the student body is absent to discuss the situation and if there are concerns and possible solutions/suggestions. We are here to support the school in making their decisions and assist as needed.

Lead – Emily Timm

STI (Sexually Transmitted Infections) tracking updates

Allison and Emily continued to work HIV, syphilis, gonorrhea, and chlamydia STI cases daily as cases became available in the queue. There has been a significant increase in Chlamydia cases in July and August. As a new staff member, Allison has been attending training on investigation on each specific STI. Staff started a QI project to increase information gathering about patients who test positive for STI's. Allison and Kendra met with one of the local clinics to begin the process.

Lead – Emily Timm, Allison De Los Santos, Paulette Schnell

Cancer Prevention

Colorectal Cancer Awareness and Screening Updates

We continue to distribute the new and improved one-sample FIT test kits. We continue to promote the March awareness campaign materials developed in partnership with NC2. Panhandle residents between ages 45 - 74 are eligible to receive a free at-home test kit by calling or registering online here: <https://tinyurl.com/ysb448cf> PPHD received more FIT kits from DHHS in mid-March. As of August 25, we have distributed 60 FIT kits in 2024 with a return rate of 77%.

Lead – Cheri Farris

Chronic Disease Prevention & Management

National Diabetes Prevention Program Lifestyle Coach Training and Technical Assistance

Cheri continues to work with the state to offer ongoing support and training for state-wide lifestyle coaches. The new period began Jul 1, 2024. Cheri facilitated a lifestyle coach training in late August. The CDC's Nebraska National DPP Project Officer will be meeting with Cheri virtually during the site visit in September to gain perspective on how she has assisted with statewide coordination and training efforts over the past 7 years.

Regional National DPP Updates

Cheri is the National DPP coordinator, data preparer, and coach for the Panhandle area. She implemented the National DPP via Zoom in 2024 to enable PPHD to maintain the full plus CDC recognition. There are 7 active participants remaining as of June 28. Currently, there are two in-person cohorts in Chadron and one in Sidney.

Cheri has recently submitted data to the CDC for all three sites in the last couple of months with the 2021 DPRP Standards. The 2024 standards are taking effect July 1, and the data submission portal will be active August 1, 2024. Cheri is assisting regional lifestyle coaches with the CDC's DPRP data collection process.

Additionally, Cheri just completed a 6-month CDC Group Coaching Certificate Program. This program will strengthen her group facilitation skills and this credential will add to the credibility of PPHD's National DPP program.

Lead – Cheri Farris

Living Well

Cheri contacts healthcare providers monthly to inform them about the available healthy living programs, and a few providers have expressed interest. We hope to reach more Panhandle residents who need the lessons learned in Living Well workshops. We are excited to expand our workshop capacity to meet the needs of Panhandle residents living in chronic pain.

DHHS Living Well's next funding cycle will cover two workshops through January 10, 2025. It is based on the number of participants in each workshop and includes a \$100 bonus for each completing participant. PPHD plans to participate in this opportunity given the ability to implement workshops before January 10.

Lead – Cheri Farris and Janelle Visser

Aging Office of Western Nebraska Partnership

The Area Office on Aging (AOWN) Title IIID funds help support PPHD in coordinating evidence-based programs including Living Well and National DPP. Due to the virtual worksite Living Well workshop and the virtual National DPP called Healthy for Life we were able to increase the Title IIID reach in early 2024. We continue to explore creative ways to meet the needs of this population. These funds will be available again in the next fiscal year so this work will continue. The fiscal year contract has been signed and we will continue to implement Title IIID programs to serve Panhandle residents over 60

Lead – Cheri Farris

Health & Wellness Coaching

Cheri continues to provide health coaching to area residents and Panhandle Worksite Wellness Council members. We continue to explore opportunities to implement healthy living programs for Panhandle residents and offer coaching to those who inquire.

Lead – Cheri Farris

Falls Prevention Programs

Paulette Schnell will be leading the Falls Prevention Program in Scotts Bluff County. New DHHS funding will enable Stepping On and Bingocize to continue there. Cheri is determining if there's capacity to offer one of the fall prevention programs in the Garden County area.

Lead – Paulette Schnell

Motivational Interviewing Trainings

Cheri is working with Dr. Kate Speck as a mentor to become a MINT certified MI trainer and has been providing Motivational Interviewing (MI) training and facilitated more than eight MI trainings in 2023. Cheri is meeting with Dr. Speck in early September to discuss having her come out to do Advanced MI training next year under the State SOR funding as well as next steps in the MINT journey.

2024 MI Trainings include:

- Two 2.5-hour MI workshops at the ESU Conference in February
- One-hour MI for HR Professional Group at Platte Valley Companies March 21
- One-day MI 1 training for Cirrus House staff April 25
- Two-day MI 2 training at the Harms Center May 30 - 31
- One-hour introduction to MI at Gering City Hall for city employees June 6
- One-hour introduction to MI for Sidney Regional Medical Center leadership team June 18

Future planned trainings include the following:

- 3.5-hour MI training for ESU behavioral health providers, October 2024
Lead - Cheri Farris

Healthy Families – Nebraska Panhandle

Home Visitors Update

Our newest home visitors, Rebecca and Dezirae, have successfully completed all required training and have begun building their caseloads. Both are doing outstanding work, significantly contributing to our team's efforts and making a positive impact on the families they serve.

Continuous Quality Improvement Success:

We recently concluded a continuous quality improvement project aimed at increasing the number of families practicing safe sleep with their infants. This initiative saw a significant increase in the number of families adopting safe sleep practices within just a couple of quarters, highlighting the strong relationships our home visitors build with families and the meaningful impact they can have.

Expansion Update:

The expansion to the northern counties of Sioux, Sheridan, Dawes, and Grant has been postponed until early 2025 due to the ongoing construction at the Hemingford office, which will house the two additional home visitors planned for this expansion.

Car Seat Certification and Inspection Station

In August, four additional PPHD staff members completed the car seat certification course, demonstrating their commitment and dedication to child safety. This achievement will enable PPHD to become a certified car seat inspection station this fall, a valuable resource for the Panhandle communities. As part of their final certification, these staff members participated in a car seat check event on Saturday, August 31, 2024, hosted by the Scottsbluff Police Department. We are incredibly proud of their dedication and grateful for their ongoing efforts to keep our children safe.

Lead - Dez Brandt



Panhandle Prevention Coalition

Liz had an action-packed July and August, leading the charge on the Panhandle Prevention Coalition's (PPC) 2024-2025 work plan! From strategizing to hands-on execution, she has been preparing for a successful grant year. She's been reaching out to libraries across the region, inviting them to join "Turning Pages – Expanding Minds," a powerful book discussion series designed to tackle stigma, and she's researching the perfect book for this year.



Liz at National Night Out

On July 19, Liz led a dynamic PPC meeting that saw the unveiling of the Tobacco Free Nebraska and PPC workplans, setting the stage for an impactful year. Exciting future events include David Stoecker of Better Life in Recovery set for September, and Megan Allen from UNL's Public Policy Center will dive into Panhandle-specific data in November.

Liz has also been at the forefront of suicide prevention efforts, leading Suicide Loss Support groups and becoming a certified master trainer for the Hope Squad program, a peer-to-peer suicide prevention initiative in schools.

On August 6, Liz rocked the National Night Out in Scottsbluff, sharing the PPC's mission and distributing essential resources, including 50 medication lockboxes, Deterra pouches, and 175 Credible Mind frisbees.

Lead – Liz MacDonald

Suicide Prevention

QPR – Question, Persuade, Refer Suicide Prevention Training

Suicide prevention continues to be a priority for the team at PPHD. The last QPR Webinar was August 14 at noon with 4 registered participants.

We are available to offer in-person or virtual QPR training to individual organizations as requested. We are always looking for new funding opportunities to enable us to continue this important work. Additionally, the team has been involved in other mental and behavioral health trainings that strengthen our suicide prevention efforts, including partnering with the Suicide Prevention Community Engagement and Partnership Coordinator (CEPC) for veterans across most of the Panhandle.

The mini grant from the Nebraska State Suicide Prevention Coalition enables us to continue offering QPR trainings and postvention supports groups as well. Postvention support is an important piece of supporting community members who have lost loved ones to suicide. The in-person and virtual suicide loss support groups continue.

PPHD has received the PFS grant that will also support QPR trainings for young adults ages 18 - 24.

September is Suicide Awareness & Prevention Month. Planned Activities around the Panhandle include the following:

- 9/11/2024 Region 1 Behavioral Health Authority Walk for Hope at noon encourages Panhandle residents to wear teal or purple and walk at lunch to support suicide awareness. Contact kfries@region1bhs.net or steal@region1bhs.net for more information.
- 9/13/2024 at 7 p.m. Hope Walks Here community walk event at Garden County High School Track. Contact cfarris@pphd.ne.gov for more information
- 9/28/2024 at 10 a.m. Alliance Suicide Prevention Community Walk at the Performing Arts Center. Registration at 9:30. Walk begins at 10:00 a.m. Contact jvisseer@pphd.ne.gov for more information
- 10/6/2024 at 1:30 p.m. AFSP Walk in Scottsbluff at Scottsbluff YMCA Trails West Camp. Contact sywhit63@gmail.com or gmanley@afsp.org for more information

Tobacco Free

Nicole sent a postcard to multi-housing unit facilities to share information about our annual tobacco free initiative. Each year, we invite nominations for high school students who are free from tobacco and vaping. We feature these students on a poster and share it on social media. The student with the most votes will be awarded a \$250 scholarship. Additionally, we have emailed details about tobacco policies affecting cities and assisted living facilities. This fall, we plan to connect with schools and gather contact information from CPR training sessions. We distribute information about the Tobacco Free Quitline on social media and during CPR training events. Lastly, Janelle and Nicole attended the Media Spokesperson in Tobacco Control and Prevention training in Lincoln.

Lead – Jessica Davies, Janelle Visser, and Nicole Berosek

Opioid Response

Billboard and radio ad campaigns for stopodne.com were initiated in late July/early August. Technical assistance continues to be provided to first responders ordering Narcan through the Nebraska Pharmacy Association and stopodne.com. Lockboxes and Detera pouches continue to be offered to community groups servicing high-risk populations.

The Panhandle Situation Table meets weekly to provide immediate connection to services for individuals and families in acutely elevated risk. Emily presented on the Panhandle Situation Table at the ESU Mental Health Conference in Alliance on August 13th. A refresher in-service training was completed for the Situation Table on August 27th. Over 27 individuals were in attendance, with several individuals and service providers new to the Panhandle Situation Table. This training focused on the four-filter process and the need for immediate connection to services to decrease elevated risk.

Emily and Tabi met with Region 1 and CAPWN to discuss the notice of funding and workplans for the upcoming fiscal year to start October 1, 2024.

Lead – Emily Timm

Overdose to Action

The Panhandle Situation Table received a Model Practice Award at the NACCHO conference in Detroit in July. This year, 14 outstanding local health department programs have been recognized as Model Practices, and 29 programs have been recognized as Promising Practices. Model Practices are programs demonstrating exemplary and replicable qualities in response to a critical local public health need, and Promising Practices have demonstrated exciting approaches and strategies to local public health challenges that are on track to becoming Model Practices.

The Panhandle Situation Table is comprised of multiple agencies such as Law Enforcement, First Responders, Mental Health Professionals, Social Services, Schools, Hospitals, and Community Support Services that collaborate to rapidly triage Acutely Elevated Risk situations to connect individuals and families to much needed support, reaching those who may be at highest levels of composite risk in the community or often fall through the cracks in the system. In 2023, it received a Promising Practice Award and has moved to a Model Practice Award. To date there have been 99 situations brought to the table with over 75% of the situations closed connected to services.

Lead - Tabi Prochazka

Highway Safety Office

The Highway Safety grant, which supports longer-term injury prevention strategies, is going well.

Below are a few updates:

- Monthly social media promotions
- Working with Teens in the Driver Seat to provide education and awareness to schools in the Panhandle
- Five (5) schools are offering the highway safety education assembly in September (Gordon High, Rushville Middle, Crawford, Bayard, and Potter-Dix)

- Working with Highway Safety Council, Teens in the Driver Seat, WNCC, and Southeast Community College to determine next steps regarding Drivers ED classes in the Panhandle.
- Janelle is continuing to work with her Activate groups to keep our communities active and safe.
- Janelle and Nicole went through the CarFit Program Train the Trainer
- Have a meeting with CarFit contact to determine potential availability to train the Panhandle.
- Janelle is attending the CarSeat program to assist with this grant.
- Working with Healthy Families to get a car seat mini-grant and make PPHD an official inspection station.

Lead – Janelle Visser, Nicole Berosek

Active Living

Community Walkability/Bikeability

The Kimball, Gordon, Alliance, Tri-City, and Bridgeport Active Living Advisory Committees have been meeting regularly in person and/or virtually.

- There is a concern from Jesse Neugebauer, Principal of Lincoln Elementary, with the vehicle flow at the morning drop off and afternoon pickup. A meeting was held on August 28 to meet with Jesse, Tri-City ALAC group, and City of Gering to discuss a solution.
- Walk audits are scheduled for Gordon on September 9th at Main Street & 9th. The Activate Gordon group is concerned about the safety and accessibility of students crossing at this location. There will be walk audits in the morning and afternoon to observe the flow of the traffic-vehicle, walking, biking, and rolling.
- The next Walk and Roll to School Day will be held on October 9, 2024. We encourage Panhandle Schools to participate and information has been shared with them.

Lead – Jessica Davies & Janelle Visser

Pool Cool

Janelle distributed sunscreen and encouraged sun protective strategies for lifeguards and pool-goers to Panhandle pools. We look forward to providing this annually to support the prevention of skin cancer.

Lead – Janelle Visser

Environmental Health

Radon

The Indoor Radon Grant funding was announced and spending can begin in October. PPHD will plan to once again purchase short-term radon kits to distribute for free to Panhandle residents.

Lead – Melissa Haas

West Nile Virus

Mosquito trapping will continue throughout the month of September. There have been 5 positive West Nile virus mosquito pools in Box Butte County and 14 positive West Nile virus mosquito pools in Scotts Bluff County.

Statistics for the State:

Mosquito-Borne Disease Cases

- 21 West Nile virus (WNV) human disease cases have been reported for the season.
- No WNV associated deaths have been reported.
- No WNV cases have been reported in equines or birds.

Mosquito Surveillance (8/4/2024 – 8/17/2024)

- 133 Culex mosquito pools (containing 2,780 mosquitoes) were tested for WNV.
- 13 mosquito pools (9.8%) tested positive for WNV from all five vector surveillance regions (VSR).
- WNV mosquito infection rate over the last two weeks is in the very high category.
- 838 Culex mosquito pools (containing 16,835 mosquitoes) have been tested in 2024.
- There have been a total of 40 WNV positive pools (4.8%) in 2024.

- No mosquito pools have tested positive for St. Louis Encephalitis (SLE) or Western Equine Encephalitis (WEE) viruses in 2024.
- All VSRs have reported ≥ 1 WNV positive pool in 2024.
- One Jamestown Canyon virus (JCV) positive mosquito pool has been detected on the season.

WNV Risk

- Average statewide WNV risk is MODERATE
- No VSRs in LOW WNV risk category
- Central, North, Southeast, and West VSRs WNV risk is MODERATE
- Metro VSR WNV risk is HIGH

Lead – Melissa Haas

LEPH- Increase local capacity for lead remediation, promote safe drinking water, increase communication awareness to the public on air quality

Our final negotiation forms for the HUD grant are being completed and the grant began on August 15, 2024.

Water- PPHD met with the North Platte Natural Resource District to discuss how they can help provide information to well water owners on water testing as well as offer assistance with any programs they offer for water testing. PPHD attended its Annual Water Expo on August 10th, 2024, and had a booth to discuss the health effects of nitrates in water. The general public interest was high.

Air- PPHD is still offering PurpleAir monitors to schools that are interested for free. Currently, 14 schools ordered monitors. You can view this on [Air Quality Map](#)

Lead-Melissa Haas, Megan Barhafer, Kendra Lauruhn

Dental Health

Dental Health Program-Keeping Teeth Strong

The dental health busy season begins this fall and will continue through December 2024. We will provide dental screenings to detect early signs of dental disease, fluoride treatments to prevent dental decay, dental sealants to prevent dental decay on molars, silver diamine fluoride to stop the progression of decay, education to teach lifelong lessons to keep teeth clean, and dental referrals.

Lead – Kendra Lauruhn

Dental Day

No further update, we look forward to another successful event in 2025!

Lead – Janelle Visser

Administrative

Human Resources

Work anniversaries for the second quarter of 2024:

- | | | | |
|------------------------|----------|--------------------|--------|
| • Kim Engel | 21 years | • Paulette Schnell | 1 year |
| • Sara Williamson | 18 years | • Tina Cook | 1 year |
| • Tabi Prochazka | 15 years | • Myrranda Kelley | 1 year |
| • Melissa Haas | 10 years | | |
| • Jenn Buxbaum | 6 years | | |
| • Dez Brandt | 4 years | | |
| • Megan Barhafer | 4 years | | |
| • Kelsy Sasse | 3 years | | |
| • Monica De Los Santos | 2 years | | |
| • Alma Sanchez | 1 year | | |
| • Marissa Peterson | 1 year | | |

Casual/Seasonal Nurses

- Sheila Roberts 1 year
- Teresa Thomas 1 year
- Cheri Berry 1 year
- Sandy Preston 1 year
- Peggy Jackson 1 year
- Deb Keener 1 year

Lead – Erin Sorensen

Finance

The budget is included in the board packet. The audit is scheduled with HBE for the week of September 30.

Accreditation

Leadership staff will complete the required first annual report to PHAB by September 30. PPHD has submitted an application for funding through the state of Nebraska to continue our accreditation readiness efforts. This will support updating our strategic plan in early 2025 and updating our workforce development plan to align with the new version of accreditation standards and measures.

Lead – Sara Williamson, Leadership Team

American Public Health Association (APHA)
"Rebuilding Trust in Public Health and Science"
October 24-30, 2024
Minneapolis, MN

Nebraska Public Health Conference
April 1-2, 2025
La Vista, NE

PPHD Finance Committee
Conference Call Minutes
September 5, 2024 9:00 am

Present on the call were Susanna Batterman, Kim Engel, Jessica Davies, and Sara Williamson.

Williamson reviewed program spreadsheets, accounts receivable, financial statements for June and July and the check details for each month.

Williamson reviewed the 2024-2025 budget spreadsheet and forms that will be submitted to the state. The budget is for \$6.073 million and includes a \$1,000,000 contingency fund. There is new funding from HUD for lead based paint remediation capacity, additional funds to expand the home visitation program, new funds to expand work around suicide prevention and substance misuse, and the APRP funds will be spent by the end of December.

A recommendation was made Batterman to approve the financial statements for June and July and spreadsheets as presented. The budget will be reviewed during the budget hearing on September 12.

Meeting adjourned at 9:39 am.

Program updates through **8/30/2024**

Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
State Appropriated Funds					
Admin 2025 (LB 692)	\$276,788.15	\$52,134.94	19%	17%	6/30/2025
Surveillance 2025 (LB 1060)	\$105,458.11	\$14,139.21	13%	17%	6/30/2025
LB 1008 2025	\$83,333.55	\$6,573.36	8%	17%	6/30/2025
LB 585 2025	\$148,161.56	\$6,722.24	5%	17%	6/30/2025
MHI 2024 (Minority Health Initiative)	\$166,067.44	\$68,249.53	41%	44%	6/30/2025
ARPA	\$391,824.06	\$72,538.10	19%	87%	12/31/2024
Data, Performance, and Health Improvement Planning					
MAPP (CHA/CHIP Work)	\$10,000.00	\$6,033.69	60%	67%	12/31/2024
WFD (Accreditation Readiness)	\$25,500.00	\$23,689.23	93%	92%	9/30/2024

Program updates through

8/30/2024

Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Chronic Disease Prevention Funds					
AOWN 2025 (Diabetes Prevention)	\$9,830.00	\$1,346.56	14%	17%	6/30/2025
LCTA 2025 (DPP Coaches Training)	\$11,322.50	\$2,248.42	20%	25%	6/29/2025
Governor's Award 2024 (Worksite Wellness)	\$7,500.00	\$3,202.25	43%	67%	12/31/2024
Hub 2024 (EWM/Colon Cancer)	\$12,737.27	\$3,176.37	25%	125%	6/29/2024
Living Well 2023 (Lifestyle Change Programming)	\$34,500.00	\$25,894.10	75%	113%	4/30/2024
NDE 2024 (Dept of Ed work with Schools)	\$49,500.00	\$44,496.56	90%	75%	12/14/2024
TFN 2025 (Tobacco Free NE)	\$80,989.00	\$7,436.59	9%	17%	6/30/2025
Injury Prevention Funds					
HSO 2024 (Highway/Driver Safety)	\$88,200.00	\$78,264.87	89%	92%	9/30/2024
HSO Click 2024 (Click It or Ticket Campaign)	\$13,000.00	\$9,068.70	70%	90%	9/30/2024
HSO Education 2024 (School/Public Presentations)	\$13,000.00	\$9,068.70	70%	90%	9/30/2024
HSO Adults 2024 (Older Adult Safety)	\$10,000.00	\$6,736.53	67%	83%	9/30/2024
HSO Crosswalk 2024 (Pedestrian Safety Supplies)	\$1,040.83	\$1,024.33	98%	67%	9/30/2024

Program updates through

8/30/2024

Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Preparedness Funds					
BT 2025 (Emergency Preparedness/Disease Investigati	\$150,242.75	\$22,687.96	15%	17%	6/30/2025
PRMRS 2025 (Hospital Preparedness Planning)	\$125,000.00	\$12,693.48	10%	17%	6/30/2025
CDC MHI (COVID Health Disparities)	\$7,877.49	\$342.58	4%	25%	5/31/2025
Clinical Services					
Vaccination 2025 (COVID & Flu)	\$204,593.10	\$39,422.53	19%	33%	12/31/2024
Vaccination AOWN	\$157,000.00	\$92,793.00	59%	55%	6/30/2025
NACCHO Vaccination (school based program)	\$75,000.00	\$31,791.11	42%	57%	5/31/2025
VFC 2025 (Vaccinations for Children)	\$30,000.00	\$2,201.72	7%	17%	6/30/2025
Immunization Billing	\$575,640.01	\$631,041.54	110%	117%	6/30/2024
Vacc Cap 2025	\$214,953.72	\$27,724.32	13%	17%	6/30/2025
STI 2024 (Case Investigation)	\$57,374.99	\$7,234.48	13%	44%	6/30/2025
HPV 2025 (media campaign)	\$15,000.00	\$0.00	0%	25%	6/29/2025

Program updates through

8/30/2024



Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Home Visitation Funds					
HV 2024 (Healthy Famillies America)	\$474,874.00	\$459,662.76	97%	92%	9/30/2024
HV CWP 2024 (DHHS Referred Cases)	\$283,191.64	\$200,297.90	71%	92%	9/30/2024
HV SPH 2024 (Cases outside BB, SB, & MO)	\$40,000.00	\$48,537.67	121%	92%	9/30/2024

Program updates through

8/30/2024



Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Environmental Health Funds					
LEPH 2024 (Local Environmental Public Health)	\$69,932.07	\$58,294.04	83%	75%	11/30/2024
Radon 2025 (\$5,000 award, \$5388.32 PPHD Match)	\$10,388.32	\$0.00	0%	#NUM!	5/31/2025
WNV 2024 (WNV Mosquito Trapping)	\$10,000.00	\$7,232.65	72%	67%	12/31/2024
WNV 2024 (Tick Trapping)	\$2,500.00	\$2,346.35	94%	67%	12/31/2024
Lead Epi 2024 (Childhood Lead Case Investigation)	\$15,000.00	\$4,463.73	30%	100%	9/29/2024

Program updates through

8/30/2024



Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Behavioral Health/Substance Misuse Prevention					
OD2A (Statewide Opioid Prevention)	\$50,000.00	\$48,185.26	96%	100%	8/31/2024
R1SOR 2024 (Region I Opioid Response)	\$43,713.00	\$26,825.46	61%	100%	9/29/2024
State SOR 2024 (State Opioid Response)	\$40,000.00	\$39,161.18	98%	100%	9/29/2024
R1BG 2025 (Panhandle Prevention Coalition)	\$159,500.00	\$15,020.42	9%	17%	6/30/2025
SPACECAT (Suicide, ACES, & Beh. Hlth)	\$55,000.00	\$42,521.94	77%	263%	7/31/2023
PFS (Partner for Success)	\$89,385.20	\$15,619.12	17%	75%	9/30/2024
MCH (BaseEd) (57395.39 Grant, 16703.65 Match)	\$74,099.04	\$16,601.30	22%	42%	3/31/2025

Program updates through

8/30/2024



Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Oral Health					
DHP 2024 (Dental Health Program NCF Grant)	\$64,438.81	\$15,391.56	24%	67%	12/31/2024
DHP HRSA 2024 (Dental Health Program)	\$78,000.00	\$67,294.56	86%	108%	7/31/2024
Dental Day 2025 (PPHD General Funds)			#DIV/0!	#NUM!	7/31/2025

Program updates through

8/30/2024



Award Name/ Program Name	Total Award	Expenses to Date	% of Total	% of Performance Period	Program End Date
Other Funds					
MCO (United Health Care)	\$102,000.00	\$66,193.38	65%	189%	12/31/2023
NTC (NE Total Care)	\$55,125.00	\$55.56	0%	71%	3/31/2025

PANHANDLE PUBLIC HEALTH DISTRICT

FINANCIAL STATEMENTS

JUNE 30, 2024

**Panhandle Public Health District
Balance Sheet**

As of June 30, 2024

Cash Basis

	Jun 30, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 · Platte Valley National Bank	361,305.26
1005 · NPAIT (Nebraska Public Agency Investment Trust)	417,920.91
Total Checking/Savings	779,226.17
Total Current Assets	779,226.17
Fixed Assets	
1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year)	
1501 · Security System	7,142.00
1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year) - Other	57,257.23
Total 1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year)	64,399.23
1510 · Van	
1511 · Accumulated Depreciation - Van	-119,429.01
1510 · Van - Other	121,033.00
Total 1510 · Van	1,603.99
1525 · SB Cars	
1526 · Accumulated Depreciation - Cars	-37,340.00
1525 · SB Cars - Other	37,340.00
Total 1525 · SB Cars	0.00
1600 · Scottsbluff Office	
1601 · Scottsbluff Office - Carpet	5,243.20
1610 · Accumulated Depr - SB Office	-38,279.13
1611 · Parking Lot	25,000.00
1600 · Scottsbluff Office - Other	516,216.74
Total 1600 · Scottsbluff Office	508,180.81
1650 · Hemingford Office	
1660 · Accumulated Depr - Hem Office	-4,807.65
1650 · Hemingford Office - Other	157,574.00
Total 1650 · Hemingford Office	152,766.35
1700 · Accumulated Depreciation (Accumulated depreciation on equipment, buildings and improvements)	-220,470.51
Total Fixed Assets	506,479.87
TOTAL ASSETS	1,285,706.04
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable (Unpaid or unapplied vendor bills or credits)	48,792.37
Total Accounts Payable	48,792.37
Other Current Liabilities	
2010 · State Withholding Payable	4,194.70
2015 · Retirement Payable	10.53
2020 · Health Insurance Payable	272.49
2021 · FSA Payable - Health	-4,370.72
2022 · FSA Payable - Dep Care	-337.00
2025 · FICA Withholding Payable	13.63
2026 · Garnishment	184.68
2027 · State Unemployment Payable	76.58
2028 · Dental Insurance Payable	5.00
2029 · Vision Insurance Payable	1.40
2110 · Direct Deposit Liabilities	-1,240.06
Total Other Current Liabilities	-1,188.77
Total Current Liabilities	47,603.60
Long Term Liabilities	
2500 · Scottsbluff Building Loan	159,403.75
Total Long Term Liabilities	159,403.75
Total Liabilities	207,007.35
Equity	
3000 · Opening Balance Equity	-39,764.62
3050 · Fund Balance	730,983.86
3060 · Board Designated Funds - Autos	33,525.52
3061 · Board Designated Funds - Copier	67,259.26
Net Income	286,694.67
Total Equity	1,078,698.69
TOTAL LIABILITIES & EQUITY	1,285,706.04

Panhandle Public Health District
Profit & Loss
June 2024

Cash Basis

	Jun 24
Ordinary Income/Expense	
Income	
4000 · General Funds	8,788.17
4010 · Infrastructure Funds	11,342.60
4015 · Per Capita Funds	12,377.20
4016 · LB1008 Funds	6,944.46
4017 · LB 585	12,525.23
4020 · Revenue	52,715.73
4021 · Revenue (Fed Pass-Through)	51,158.52
4035 · Health Screening Supplies	450.00
4045 · Other Income	200.00
4046 · Program Match	315,468.02
4050 · Interest Income	1,815.83
4051 · Other Expense Reimbursement	10,788.65
4055 · Travel Reimbursement	5,113.59
4072 · Program Fees (Fee for service revenues)	33,305.53
4073 · Product Fees	21,138.47
4074 · Admin Fees	3,352.00
4075 · Copy Reimbursement	914.36
4080 · Office Expense Reimbursement	4,763.53
4081 · FTE Expense Reimbursement	2,103.61
	555,265.50
Total Income	555,265.50
Gross Profit	555,265.50
Expense	
6000 · Accounting	707.89
6010 · Advertising and PR	14,260.53
6020 · Auditing	23,791.49
6030 · Bank Service Charges	63.40
6075 · Communication	3,637.52
6080 · Contracts	26,768.33
6090 · Depreciation Expense	820.13
6091 · Depreciation Expense - Building	1,060.14
6095 · Dues and Subscriptions	371.00
6125 · Insurance	3,460.92
6126 · Insurance - General	2,244.18
6128 · Interest Expense	462.62
6145 · Meeting	427.15
6150 · Office Expense	4,763.53
6154 · Vaccinations	6,908.10
6155 · Office Supplies	23,553.65
6156 · Medical Supplies	50.01
6157 · Printing Supplies	1,559.33
6160 · Payroll Tax Expense	9,368.29
6175 · Postage	487.44
6180 · Printing and Publication	12,053.42
6200 · Repairs and Maintenance	9,873.75
6202 · Server Backup	966.00
6205 · Training/Education	8,258.70
6210 · Travel	12,652.27
6215 · Utilities	889.99
6220 · Wages	129,348.74
6225 · Retirement Expense	8,569.20
6230 · Health Insurance	41,673.04
6231 · Dental Insurance	1,666.74
6232 · Vision Insurance	458.87
6240 · Life Insurance	299.00
6245 · LT Disability	364.00
6246 · FSA Expense - Health	-1,207.60
6247 · FSA Expense - Dep	0.00
6816 · Program Matched Expenses	315,468.02
	666,099.79
Total Expense	666,099.79
Net Ordinary Income	-110,834.29
Net Income	-110,834.29

PANHANDLE PUBLIC HEALTH DISTRICT

FINANCIAL STATEMENTS

JULY 31, 2024

**Panhandle Public Health District
Balance Sheet**

As of July 31, 2024

Cash Basis

	Jul 31, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 · Platte Valley National Bank	260,265.18
1005 · NPAIT (Nebraska Public Agency Investment Trust)	419,798.47
Total Checking/Savings	680,063.65
Total Current Assets	680,063.65
Fixed Assets	
1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year)	
1501 · Security System	7,142.00
1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year) - Other	57,257.23
Total 1500 · Furniture and Equipment (Furniture and equipment with useful life exceeding one year)	64,399.23
1510 · Van	
1511 · Accumulated Depreciation - Van	-120,249.14
1510 · Van - Other	121,033.00
Total 1510 · Van	783.86
1525 · SB Cars	
1526 · Accumulated Depreciation - Cars	-37,340.00
1525 · SB Cars - Other	37,340.00
Total 1525 · SB Cars	0.00
1600 · Scottsbluff Office	
1601 · Scottsbluff Office - Carpet	5,243.20
1610 · Accumulated Depr - SB Office	-39,018.76
1611 · Parking Lot	25,000.00
1600 · Scottsbluff Office - Other	516,216.74
Total 1600 · Scottsbluff Office	507,441.18
1650 · Hemingford Office	
1660 · Accumulated Depr - Hem Office	-5,128.16
1650 · Hemingford Office - Other	157,574.00
Total 1650 · Hemingford Office	152,445.84
1700 · Accumulated Depreciation (Accumulated depreciation on equipment, buildings and improvements)	-220,470.51
Total Fixed Assets	504,599.60
TOTAL ASSETS	1,184,663.25
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable (Unpaid or unapplied vendor bills or credits)	48,792.37
Total Accounts Payable	48,792.37
Other Current Liabilities	
2010 · State Withholding Payable	4,450.84
2015 · Retirement Payable	10.53
2020 · Health Insurance Payable	355.78
2021 · FSA Payable - Health	-4,884.00
2022 · FSA Payable - Dep Care	-122.76
2025 · FICA Withholding Payable	13.63
2026 · Garnishment	184.68
2027 · State Unemployment Payable	87.34
2028 · Dental Insurance Payable	5.00
2029 · Vision Insurance Payable	1.40
2110 · Direct Deposit Liabilities	-54,016.52
Total Other Current Liabilities	-53,914.08
Total Current Liabilities	-5,121.71
Long Term Liabilities	
2500 · Scottsbluff Building Loan	158,374.49
Total Long Term Liabilities	158,374.49
Total Liabilities	153,252.78
Equity	
3000 · Opening Balance Equity	-39,764.62
3050 · Fund Balance	1,017,678.53
3060 · Board Designated Funds - Autos	33,525.52
3061 · Board Designated Funds - Copier	67,259.26
Net Income	-47,288.22
Total Equity	1,031,410.47
TOTAL LIABILITIES & EQUITY	1,184,663.25

Panhandle Public Health District Profit & Loss

July 2024

Cash Basis

	Jul 24
Ordinary Income/Expense	
Income	
4000 · General Funds	8,788.17
4010 · Infrastructure Funds	11,342.59
4015 · Per Capita Funds	11,505.05
4016 · LB1008 Funds	6,944.46
4017 · LB 585	12,287.33
4020 · Revenue	80,606.37
4021 · Revenue (Fed Pass-Through)	117,120.84
4035 · Health Screening Supplies	500.00
4045 · Other Income	126.00
4050 · Interest Income	1,877.56
4055 · Travel Reimbursement	6,685.93
4072 · Program Fees (Fee for service revenues)	35,821.72
4073 · Product Fees	21,884.59
4074 · Admin Fees	3,188.20
4075 · Copy Reimbursement	1,085.92
4080 · Office Expense Reimbursement	2,589.02
4090 · Fall Conference Sponsorships	100.00
Total Income	322,453.75
Gross Profit	322,453.75
Expense	
6010 · Advertising and PR	15,174.13
6030 · Bank Service Charges	249.51
6035 · Board Member Travel	990.26
6075 · Communication	3,009.17
6080 · Contracts	46,804.97
6090 · Depreciation Expense	820.13
6091 · Depreciation Expense - Building	1,060.14
6095 · Dues and Subscriptions	4,250.00
6120 · Incentives	189.98
6125 · Insurance	3,481.90
6126 · Insurance - General	2,270.10
6128 · Interest Expense	459.66
6135 · Legal Fees	80.00
6145 · Meeting	379.42
6150 · Office Expense	2,589.02
6154 · Vaccinations	42,122.04
6155 · Office Supplies	11,430.54
6157 · Printing Supplies	1,649.25
6160 · Payroll Tax Expense	9,955.06
6175 · Postage	423.95
6180 · Printing and Publication	2,314.05
6200 · Repairs and Maintenance	4,404.07
6202 · Server Backup	482.98
6205 · Training/Education	-684.34
6210 · Travel	11,653.93
6215 · Utilities	1,073.20
6220 · Wages	136,897.29
6225 · Retirement Expense	8,798.70
6230 · Health Insurance	54,271.25
6231 · Dental Insurance	1,822.66
6232 · Vision Insurance	502.95
6240 · Life Insurance	368.00
6245 · LT Disability	448.00
6246 · FSA Expense - Health	0.00
6247 · FSA Expense - Dep	0.00
Total Expense	369,741.97
Net Ordinary Income	-47,288.22
Net Income	-47,288.22

Selection and Hiring Committee
Director's Evaluation
August 5, 2024

Attendees included Dan Kling, Susanna Batterman, Diana Lecher, Marie Parker, Patricia Wellntiz, and Don Lease. Staff present were Sara Williamson and Tabi Prochazka.

Interviews for the new Health Director began at 8:15 with Abigail Cannon and 10:00 with Jessica Davies.

Once the interviews were complete, score sheets completed and deliberation done, Sara and Tabi were thanked for their support.

Kim joined the committee to brief them on the salary range and record the meeting minutes of their decisions. Don Lease moved and Pat Welnitz seconded to offer the position to Jessica Davies. All were in favor. Pat moved and Don seconded to offer a beginning salary of \$100,000 plus full benefits. A review will happen in six months. All were in favor.

According to the time-approved timeline, the position will begin in September and work with Kim through December.

Meeting adjourned at noon. Jessica was called at 12:11 and she gratefully and humbly accepted the offer.

NEBRASKA

Good Life. Great Mission.

DEPT. OF HEALTH AND HUMAN SERVICES



Jim Pillen, Governor

August 12, 2024

Dan Kling
Board Chair
Panhandle Public Health District
808 Box Butte Ave, Hemingford, NE 69361

Dear Mr. Kling:

We received notification on August 6, 2024, that Jessica Davies has accepted the position of Health Director of the Panhandle Public Health District. Please accept this letter as the Department's approval of this appointment, in accordance with Nebraska Revised Statute §71-1631(1)(c).

Jessica's experience and education in public health has been and will continue to be an asset to the Panhandle Public Health District (PPHD). She has been with PPHD since 2003 and has served the Department well. Her community involvement, growth at PPHD, and education in psychology, human services, and public health administration and policy, make Ms. Davies an outstanding asset to the health department. Her insight into public health programming and collaboration in Nebraska is proven. I look forward to working with Ms. Davies.

Please feel free to contact Caryn Vincent of my staff if you have any questions or concerns. Caryn's contact information is 402-471-9435 and Caryn.Vincent@nebraska.gov.

Sincerely,

A handwritten signature in blue ink that reads "Charity Menefee".

Charity Menefee
Director, Division of Public Health
Department of Health and Human Services

Whistleblower Policy

Panhandle Public Health District is committed to maintaining the highest standards of ethical conduct and compliance with all applicable laws and regulations. This Whistleblower Policy is established to encourage and enable employees to raise concerns about suspected illegal or unethical behavior within the organization without fear of retaliation.

A whistleblower as defined by this policy is an employee of Panhandle Public Health District who reports an activity that the employee considers to be illegal or dishonest to one or more of the parties specified in this policy. The whistleblower is not responsible for investigating the activity or for determining fault or corrective measures; appropriate management officials are charged with these responsibilities.

Examples of Reportable Activities

Reportable activities may include, but are not limited to:

- Violations of federal, state, or local laws
- Fraudulent financial reporting
- Billing for services not performed or for goods not delivered
- Corruption, bribery, or other illegal activities
- Any other unethical conduct

Reporting Procedure

If an employee has knowledge of or concerns about illegal, dishonest, fraudulent, or unethical activity, they should report it immediately to the Director or HR Coordinator. The employee must exercise sound judgment to avoid baseless allegations. An employee who intentionally files a false report of wrongdoing will be subject to discipline up to and including termination.

Whistleblower Protections

Whistleblower protections are provided in two important areas -- confidentiality and against retaliation. Insofar as possible, the confidentiality of the whistleblower will be maintained. However, identity may have to be disclosed to conduct a thorough investigation, to comply with the law and to provide accused individuals their legal rights of defense. Panhandle Public Health District will not retaliate against a whistleblower. This includes, but is not limited to, protection from retaliation in the form of an adverse employment action such as termination, compensation decreases, or poor work assignments and threats of physical harm. Any whistleblower who believes they are being retaliated against must contact the human resources coordinator immediately. The right of a whistleblower for protection against retaliation does not include immunity for any personal wrongdoing that is alleged and investigated.

Compliance with HUD Regulations

In alignment with 41 U.S.C. § 4712, employees, contractors, and grantees associated with HUD-funded projects are protected from retaliation for reporting gross mismanagement, waste, abuse of authority, or other violations related to Federal contracts or grants.

Any person who suspects, witnesses, or discovered any fraud, waste, or abuse concerning HUD awards is required to report it immediately to the HUD official overseeing the award and the HUD Office of Inspector General (OIG) at 1-800-347-3735.

Employees with any questions regarding this policy should contact their supervisor or the HR Coordinator

Nonsolicitation/Nondistribution Policy

Panhandle Public Health District prioritizes a harmonious work environment that minimizes disruption to business operations and respects the focus of employees, visitors, and others. Our nonsolicitation/nondistribution policy aims to ensure a balanced approach to interactions within the workplace.

Non-Solicitation

1. **General Rule:** Employees are prohibited from soliciting other employees during working time or in working areas for any purpose. This includes, but is not limited to, soliciting for memberships, subscriptions, sales, or charitable contributions.
2. **Exceptions:** PPHD recognizes that certain solicitations can contribute positively to our workplace culture and community spirit. Therefore, limited exceptions may be granted for:
 - **Company-Sponsored Events:** Solicitations related to events or initiatives sponsored or endorsed by the company, such as a charity drive, wellness programs, or team-building activities
 - **Employee-Organized Activities:** With prior approval from the Director, employees may organize solicitations for activities that align with our organizational values and enhance workplace morale.
 - **School-Sponsored Fundraisers:** Children, grandchildren, and other community students are generally allowed to solicit for school-sponsored fundraisers, provided such solicitations do not interfere with employees' job responsibilities or the work environment.
3. **Gifts and Gratuities:** Employees shall not accept gifts or gratuities in excess of nominal value from any individual, organization, or entity outside the organization.

Distribution

1. **General Rule:** Distribution of literature, flyers, or other materials by employees is prohibited during working time or in working areas. Non-employees are prohibited from distributing materials on company premises at any time.
2. **Exceptions:** Similar to solicitation, exceptions may be granted for the distribution of materials related to company-sponsored or approved activities. All such distributions must receive prior approval from the Director.
3. **Electronic Distribution:** Employees may use company email or other electronic communication tools for non-business purposes, such as promoting company-sponsored events, provided such use does not interfere with their job responsibilities and adheres to the company's IT and communication policies.

Any literature that violates the Organization's equal employment opportunity (EEO) and nonharassment policies, or knowingly spreads false information, is strictly prohibited. Nonemployees are not permitted to distribute materials on company premises unless approved by the Director.

Statutory Rights and Communication

This policy is not meant to curtail the statutory rights of employees, including their right to discuss terms and conditions of employment. Open communication remains a vital part of our workplace culture.

Enforcement

Violations of this policy may result in disciplinary action, up to and including termination of employment. However, Panhandle Public Health District will ensure that any enforcement actions are consistent with our commitment to a positive and inclusive workplace culture.

Review and Feedback

This policy will be reviewed periodically to ensure it remains aligned with our organizational values and culture. Employees are encouraged to provide feedback and suggestions for improving the policy to the Human Resources Coordinator.

We appreciate your cooperation in maintaining a respectful and focused work environment.

Standards of Conduct

Panhandle Public Health District wishes to create a work environment that promotes job satisfaction, respect, responsibility, integrity, and value for all our employees, constituents, clients, and partners. We all share in the responsibility of improving the quality of our work environment. By deciding to work here, you agree to follow our rules.

While it is impossible to list everything that could be considered misconduct in the workplace, what is outlined here is a list of common-sense infractions that could result in discipline, up to and including immediate termination of employment. This policy is not intended to limit our right to discipline or discharge employees for any reason permitted by law.

Examples of inappropriate conduct include:

- Violation of the policies and procedures set forth in this handbook.
- Possessing, using, distributing, selling, or negotiating the sale of illegal drugs or other controlled substances.
- Being under the influence of alcohol during working hours on Organization property (including in Organization vehicles), or on Organization business.
- Inaccurate reporting of the hours worked by you or any other employees.
- Providing knowingly inaccurate, incomplete, or misleading information when speaking on behalf of the Organization or in the preparation of any employment-related documents including, but not limited to, job applications, personnel files, employment review documents, intra-organization communications, or expense records.
- Taking or destroying Organization property.
- Possession of potentially hazardous or dangerous property (where not permitted) such as firearms, weapons, chemicals, etc., without prior authorization.
- Fighting with, or harassment of (as defined in our EEO policy), any fellow employee, constituent, client, partner, or vendor.
- Disclosure of confidential or protected information.
- Refusal or failure to follow directions or to perform a requested or required job task.
- Refusal or failure to follow safety rules and procedures.
- Excessive tardiness or absences.
- Smoking in nondesignated areas.
- Working unauthorized overtime.
- Failure to dress according to Organization policy.
- Use of obscene or harassing (as defined by our EEO policy) language in the workplace.
- Engaging in outside employment that interferes with your ability to perform your job at this Organization.
- Gambling on Organization premises.
- Lending keys or keycards to Organization property to unauthorized persons.

Nothing in this policy is intended to limit your rights under the National Labor Relations Act, or to modify the at-will employment status where at-will is not prohibited by state law.

Nonsolicitation/Nondistribution Policy

Panhandle Public Health District prioritizes a harmonious work environment that minimizes disruption to business operations and respects the focus of employees, visitors, and others. Our nonsolicitation/nondistribution policy aims to ensure a balanced approach to interactions within the workplace.

Non-Solicitation

1. **General Rule:** Employees are prohibited from soliciting other employees during working time or in working areas for any purpose. This includes, but is not limited to, soliciting for memberships, subscriptions, sales, or charitable contributions.
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