

**Board of Health Meeting Minutes   
May 18, 2020**

Board President, John Harris, MD, called the meeting to order at 5:30p.m., at the offices of the Sarpy/Cass Health Department, located at 701 Olson Drive, Ste. 101, Papillion, NE 68046. This meeting is being held virtually via Zoom in order to promote social distancing due to the Corona Virus.

**Roll Call:**

Erin Ponec, Acting Recorder

**Roll call States as follows:**  Autumn Sky Burns –present; Dr. Brandon Grimm – not present; Dr. John Harris – present; Don Kelly – present; Janet McCartney – present; Dr. Matt Neumann – present; Dr. Arman Pajnigar –excused; John Sheehan – not present.

**Staff Present:** Sarah Schram, Director; Jenny Steventon, Assistant Director; Erin Ponec, Acting Recorder   
  
**Guest(s) Present:** None

**Approval of Agenda:   
Per the Open Meetings Act the agenda may not be altered after 24 hours prior to the meeting, unless an emergency arises.**Sheehan moved, seconded by McCartney to approve agenda as submitted. Roll call states as follows: Burns – aye; Dr. Grimm – not present; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – excused; Sheehan – aye.

**Approval of Meeting Minutes:**    
McCartney moved, seconded by Dr. Harris to approve the March 23, 2020 meeting minutes as submitted. Roll call states as follows: Burns – aye; Dr. Grimm – not present; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – excused; Sheehan – aye. **Treasurer’s Report:**McCartney moved, seconded by Burns to approve the Treasurer’s Report. Roll call states as follows: Burns – aye; Dr. Grimm – not present; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – excused; Sheehan – aye. **Director’s Report: See attached**Schram updated the BOH on the work being performed by the Health Department in response to COVID-19.   
Schram presented a job description for a Community Health Worker.   
  
Dr. Harris moved, seconded by Dr. Neumann to approve the Community Health Worker job description. Roll call states as follows: Burns – aye; Dr. Grimm – not present; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – excused; Sheehan – aye..  
 **Other Business:**   
Nothing to report  
 **Standing Committee Reports:   
Nomination Committee**: An ad for the vacant Cass county seat has been placed in the Cassgram.  
**Finance Committee:   
Policy Committee:** Nothing to report  
**Personnel Committee**: Nothing to report  
**Program Committee**: Nothing to report  
**Medical Director’s Report**: Nothing to report

**Approval Needed for the Following Items:**  
See Finance Committee **Public Input:**   
None

**Information:   
Announcements:** None  
**Correspondence:** None  **Next Meeting:** TBD

**Executive Session:**

None

**Adjournment:**

Kelly moved, seconded by Dr. Neumann to adjourn the meeting at 6:35 pm. Roll call states as follows: Burns – aye; Dr. Grimm – aye; Dr. Harris – aye; Kelly – aye; McCartney – aye; Dr. Neumann – aye; Dr. Pajnigar – excused; Sheehan – aye.

**ATTEST:**  
  
   
Dr. John Harris, President  
Sarpy/Cass Board of Health

John Sheehan, Secretary

Sarpy/Cass Board of Health