

SOUTHEAST DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH
QUARTERLY MEETING

September 9, 2026

**SOUTHEAST DISTRICT HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
AGENDA**

**Southeast District Health Department Conference Room
2511 Schneider Ave, Auburn, NE 68305
September 9, 2026 – 6 PM**

1. Call to Order Regular Meeting of Southeast District Health Department Board of Health

2. Notification of Open Meeting Law

3. Consent Agenda

Any member of the Board of Health may request that any item on the consent agenda be removed from the consent agenda and be considered and voted on separately.

3.1. Approval of Agenda

The Board of Health reserves the right to add items to this agenda that are emergency in nature as described in Nebraska Revised Statute § 84-1411.

3.2. Approval of Previous Board Meeting Minutes

3.2.1. May 27, 2026 – Regular meeting [Page 3-7](#)

3.2.2. July 15, 2026 – Special meeting [Page 8-9](#)

3.3. Approval of Financial Report

3.3.1. 4th Quarter (April - June 2026) financials [Page 10-22](#)

4. Public Comments

This is an opportunity for members of the audience to be heard at this time for a maximum of 3 minutes regarding any topic not on the agenda and as it relates to the Board of Health.

5. Discussion and Approval of Action Items

5.1. Discussion and consideration of FY27 Budget.

5.2. Discussion and consideration of cost-of living adjustments and merit increase.

5.3. Discussion and consideration of fund transfers into investment accounts.

5.4. Discussion and consideration of Auburn office roof repair. [Page 23](#)

5.5. Discussion of FY26 surplus property disposition report. [Page 24-25](#)

5.6. Discussion of Department policy 130.1 – Insurance Benefits [Page 26-27](#)

6. Committee Reports

6.1. Building and Infrastructure Committee

6.1.1. Discussion and consideration of renovations or capital improvements to Auburn office.

7. Directors Report [Page 28-38](#)

8. Executive Session

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

9. Approval to Adjourn

The next Board of Health meeting is tentatively scheduled for Wednesday, October 28, 2026, at 6:00 PM

This meeting is open to the public as directed by the open meeting laws of Nebraska. A current agenda may be viewed in the Directors office of the Southeast District Health Department, 2511 Schneider Ave., Auburn, NE.



**Southeast District Health Department
Board of Health Meeting Minutes**

**Southeast District Health Department Conference Room
2511 Schneider Ave, Auburn, NE 68305
May 27th, 2026**

Notice of meeting was published in the Nebraska City News Press, Nemaha County Herald, Tecumseh Chieftain, Falls City Journal, and Pawnee Republican. The agenda for the meeting was kept continuously current and was available for public inspection at the Southeast District Health Department, 2511 Schneider Ave, Auburn, NE during normal business hours. The agenda was held open until one business day prior to the meeting. The Board of Health reserves the right to add items to the agenda that are emergency in nature as described in Nebraska Revised Statute § 84-1411.

1. Call to Order Regular Meeting of BOH

Meeting was called to order at 6:02 PM and notice of the Open Meetings Act was made by Karly Black, Board President.

2. Roll Call

Members	Present	Absent
Karly Black	x	
Marvin Bohling	x	
Bob Campbell		x
John Groathouse	x	
Mike Hall	x	
Gina Kerner		x
Jan Lang	x	
James Parsons		x
Dr. Jon Kolman	x	
Beth Vonderschmidt	x	
Tim Weber		x
Dr. Michael Zaruba		x

Staff Present: Grant Brueggemann, Executive Director; Courtney Gerdes, Office Manager
Community: Felicia Martin

3. Consent Agenda

Mike Hall made a motion to approve the consent agenda as submitted, a second was made by Beth Vonderschmidt.

- Karly Black: Yea
- Marvin Bohling: Yea
- John Groathouse: Yea
- Mike Hall: Yea
- Jan Lang: Yea
- Dr. Jon Kolman: Yea
- Beth Vonderschmidt: Yea

4. Public Comments

None

5. Approval of Action Items

Grant introduced proposed Board Community at Large member, Felicia Martin. Felicia Martin gave a brief introduction about herself. Marvin Bohling made a motion to approve Felicia Martin as the Board Community at Large member, a second was made by Mike Hall.

- Karly Black: Yea
- Marvin Bohling: Yea
- John Groathouse: Yea
- Mike Hall: Yea
- Jan Lang: Yea
- Dr. Jon Kolman: Yea
- Beth Vonderschmidt: Yea

Grant led a discussion on financial trends and FY2027 budget forecast.

Grant led a discussion on the NALHD 2026 Impact Report.

Grant led a discussion on the startup of the SEDHD Situation Table

Grant led a discussion on the Board of Health Resolution 2026-01. Jan Lang made a motion to approve the Board of Health Resolution 2026-01 as submitted, a second was made by John Groathouse.

- Karly Black: Yea
- Marvin Bohling: Yea
- John Groathouse: Yea
- Mike Hall: Yea
- Jan Lang: Yea
- Dr. Jon Kolman: Yea
- Beth Vonderschmidt: Yea
- Felicia Martin: Yea

Grant led a discussion regarding Department policy – Policy on Policies. Beth Vonderschmidt made a motion to approve the Department policy – Policy on Policies as submitted, a second was made by Jan Lang.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**

Grant led a discussion regarding Department policy 120.1 – Vacation Leave. Marvin Bohling made a motion to approve the Department policy 120.1 – Vacation Leave as submitted, a second was made by Jan Lang.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**

Grant led a discussion regarding Department policy 120.2 – Medical Leave. Marvin Bohling made a motion to approve the Department policy 120.2 – Medical Leave as submitted, a second was made by John Groathouse.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**

Grant led a discussion on adoption of pool inspection rules and regulations and fee schedule.

Grant led a discussion on Rural Health Transformation Program.

6. Committee Reports

- a. Building Infrastructure Committee
None

7. Director's Report

Attached

8. Executive Session

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

Marvin Bohling made a motion for the Board to enter Executive Session to discuss the Executive Director's employment agreement. Jan Lang seconded the motion.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**

The Board entered Executive Session at 7:24PM.

Jan Lang made a motion for the Board to exit Executive Session, a second was made by Marvin Bohling.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**

The Board exited Executive Session at 7:46PM.

Marvin Bohling made a motion to amend Section 5.2 of the Executive Director's Employment Agreement to provide that the Department shall pay 100% of the premium for family health, dental, and vision insurance coverage, effective May 27, 2026. Felicia Martin seconded the motion.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Jan Lang: **Yea**
- Dr. Jon Kolman: **Yea**
- Beth Vonderschmidt: **Yea**
- Felicia Martin: **Yea**



9. Approval to Adjourn

Jan Lang made a motion to adjourn the meeting, a second was made by Mike Hall. The motion carried with all in favor. The meeting adjourned at 7:54PM.

ATTEST:

Karly Black, President

Courtney Gerdes, Acting Recorder



**Southeast District Health Department
Board of Health Meeting Minutes**

**Southeast District Health Department Conference Room
2511 Schneider Ave, Auburn, NE 68305
July 15th, 2026**

Notice of meeting was published in the Nebraska City News Press, Nemaha County Hearld, Tecumseh Chieftain, Falls City Journal, and Pawnee Republican. The agenda for the meeting was kept continuously current and was available for public inspection at the Southeast District Health Department, 2511 Schneider Ave, Auburn, NE during normal business hours. The agenda was held open until one business day prior to the meeting. The Board of Health reserves the right to add items to the agenda that are emergency in nature as described in Nebraska Revised Statute § 84-1411.

1. Call to Order Regular Meeting of BOH

Meeting was called to order at 6:00PM and notice of the Open Meetings Act was made by Karly Black, Board President.

2. Roll Call

Members	Present	Absent
Karly Black	x	
Marvin Bohling	x	
Bob Campbell		x
John Groathouse	x	
Mike Hall	x	
Gina Kerner	x	
Dr. Jon Kolman	x	
Jan Lang	x	
Felicia Martin	x	
James Parsons		x
Beth Vonderschmidt		x
Tim Weber		x
Dr. Michael Zaruba		x

Staff Present: Grant Brueggemann, Executive Director; Emilee Lovell, Admin Assistant

3. Consent Agenda

John Groathouse made a motion to approve the consent agenda as submitted, a second was made by Gina Kerner. The motion carried with all in favor.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Gina Kerner: **Yea**
- Dr. Jon Kolma: **Yea**
- Jan Lang: **Yea**
- Felicia Martin: **Yea**

4. Public Comments

None

5. Approval of Action Items

Grant led a discussion on the proposed SEDHD regulations for sanitary and safety requirements for the equipment operation of swimming pools and bather preparation facilities.

Grant led a discussion on the Board of Health Resolution 2026-02. Jan Lang made a motion to approve the SEDHD regulations for sanitary and safety requirements for the equipment operation of swimming pools and bather preparation facilities. A second was made by John Groathouse.

- Karly Black: **Yea**
- Marvin Bohling: **Yea**
- John Groathouse: **Yea**
- Mike Hall: **Yea**
- Gina Kerner: **Yea**
- Dr. Jon Kolma: **Yea**
- Jan Lang: **Yea**
- Felicia Martin: **Yea**

6. Approval to Adjourn

Felicia Martin made a motion to adjourn the meeting, a second was made by Dr. Jon Kolman. The motion carried with all in favor. The meeting adjourned at 6:29PM.

ATTEST:

Karly Black, President

Emilee Lovell, Acting Recorder



Financial Report

For the period ended June 30, 2026

Prepared on
August 26, 2026

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Q4 Balance Sheet

As of June 30, 2026

	As of Jun 30, 2026	As of Jun 30, 2025 (PY)	Total
ASSETS			
Current Assets			
Bank Accounts			
1000 Checking	1,065,577.98		1,562,014.45
1025 NPAIT #23302-101 General	1,081,700.71		550,331.93
1050 Certificates of Deposit			
CD - Auburn State - #21000	53,617.73		51,515.28
CD - Countryside - #101864	39,402.15		37,864.69
CD - Table Rock - #301494	38,555.47		37,018.06
CD - Tecumseh Fed -#01-15129391	237,415.79		227,999.63
CD - Union Bank - #973156	74,023.19		70,901.81
Total 1050 Certificates of Deposit	443,014.33		425,299.47
1100 AIDS Savings #62349 -Auburn St	0.00		2,245.28
Total Bank Accounts	2,590,293.02		2,539,891.13
Accounts Receivable			
11000 Accounts Receivable	155,165.88		17,028.90
Total Accounts Receivable	155,165.88		17,028.90
Other Current Assets			
14000 Prepaid Expenses			
Asana	595.00		
Firespring	498.00		
Hayes & Associates - Audit	4,316.73		9,275.00
NALHD - Annual Dues	1,062.52		0.00
RAS - Workers Comp	169.75		156.75
Relias LLC - training	556.47		476.96
Rippling	2,248.80		
SBS/Progressive - Auto Insurance	5,880.84		7,911.75
The Cincinnati Insurance Co - Liability	5,418.72		2,210.04
UNICO General Liability	1,002.43		955.77
UNICO Cyber Insurance	996.72		996.75
UNICO Directors and Officers	596.61		587.49
Zoom	2,858.70		0.00
Total 14000 Prepaid Expenses	26,201.29		22,570.51
Total Other Current Assets	26,201.29		22,570.51
Total Current Assets	2,771,660.19		2,579,490.54
Fixed Assets			
15000 Buildings - 292 Broadway St Tecumseh	187,563.25		187,563.25
16000 Buildings - 1010 Central Ave Nebraska City	322,459.62		
Total Fixed Assets	510,022.87		187,563.25

	Total	
	As of Jun 30, 2026	As of Jun 30, 2025 (PY)
TOTAL ASSETS	\$3,281,683.06	\$2,767,053.79
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
24005 A/P Payroll Liabilities	49,055.34	34,763.29
Total Accounts Payable	49,055.34	34,763.29
Credit Cards		
1850 Chase Card Grant	5,471.34	8,852.64
1855 Chase Card Courtney	26,841.95	8,969.99
Total Credit Cards	32,313.29	17,822.63
Other Current Liabilities		
24010 Accrued Vacation Payroll Liabilities		
24010.02 Accrued Vacation Gross	48,439.30	42,053.90
24010.04 Accrued Vacation PR Tax Employer	3,705.68	3,217.18
24010.06 Accrued Vacation Retirement Employer	3,269.68	2,838.65
Total 24010 Accrued Vacation Payroll Liabilities	55,414.66	48,109.73
24020 CHI Funding - GGK (deleted)	0.00	874.09
Total Other Current Liabilities	55,414.66	48,983.82
Total Current Liabilities	136,783.29	101,569.74
Total Liabilities	136,783.29	101,569.74
Equity		
32000 Unreserved Fund Balance	2,665,484.05	2,266,174.26
Net Income	479,415.72	399,309.79
Total Equity	3,144,899.77	2,665,484.05
TOTAL LIABILITIES AND EQUITY	\$3,281,683.06	\$2,767,053.79

Q4 Profit and Loss

April - June, 2026

		Total
	Apr - Jun, 2026	Apr - Jun, 2025 (PY)
INCOME		
4000 Federal Receipts		
4000.4007.10 Vaccine for Kids (VFC)	11,788.57	
4000.4008.10 Bioterrorism	28,787.00	5,149.77
4000.4015.10 Accreditation	4,219.89	1,794.00
4000.4017.10 Oral Health	6,144.25	3,593.73
4000.4025.10 Safe Kids	8,841.61	3,193.85
4000.4029.10 Lead	3,061.69	1,608.70
4000.4031.10 Opioid	22,624.98	4,583.14
4000.4033.10 MIECHV	112,701.33	98,889.24
4000.4033.20 N-Focus - FFPSA	7,909.70	10,335.23
4000.4050.10 Chronic Disease Learning Collaborative	2,575.24	2,424.62
4000.4056.10 SE NE Prevention		356.78
4000.4064.10 CDC Infrastructure	22,101.68	15,420.20
4000.4067.10 DHHS Infrastructure		59,232.53
Total 4000 Federal Receipts	230,755.94	206,581.79
4010 State Receipts - LB 71-1628.08		
4010.4010.10 Surveillance LB1060		33,761.46
4010.4014.10 General Funds LB1008	40,253.40	41,666.67
4010.4014.20 Infrastructure Funding (692)	27,777.75	28,106.94
4010.4014.30 Per Capita Funding (692)	16,229.91	17,135.49
4010.4014.40 Opioid Settlement	6,944.43	6,944.43
Total 4010 State Receipts - LB 71-1628.08	91,205.49	127,614.99
4020 State Receipts - Other		
4020.4027.10 Minority Health Initiative	7,336.78	29.40
4020.4050.15 Obesity	16,369.91	
Total 4020 State Receipts - Other	23,706.69	29.40
4030 Local Receipts - Other		
4030.4002.10 Situation Table - Sherwood	100,000.00	
4030.4007.10 Donations for VFC	15.00	
4030.4007.20 VFC Insurance Payments	87.36	76.44
4030.4012.30 Immunization Insurance payments	167.89	6,153.52
4030.4012.40 Porta - Count Machine		250.00
4030.4014.30 Interest Income	28,214.49	25,574.83
4030.4014.40 Other Income	4,606.41	279.58
4030.4014.70 Rental Income	3,300.00	
4030.4016.10 Growing Great Kids Donations		361.62
4030.4017.10 Oral Health Donations	25.00	

		Total
	Apr - Jun, 2026	Apr - Jun, 2025 (PY)
4030.4017.20 Oral Health MCNA	5,123.88	5,069.86
4030.4033.10 MIECHV CHI	40,988.33	11,277.00
4030.4050.25 Cancer Prevention (NAHLD)	25,000.00	
Total 4030 Local Receipts - Other	207,528.36	49,042.85
Total Income	553,196.48	383,269.03
GROSS PROFIT	553,196.48	383,269.03
EXPENSES		
6001 Auditor	4,624.98	3,975.00
6010 Print Media/Marketing	2,334.50	
6025 Building Fund		
6025.01 Capital Improvements	17,127.60	149,090.28
6025.03 Garbage	332.46	234.50
6025.04 Maintenance	500.00	468.21
6025.05 Janitorial Supplies/Service	2,370.00	912.36
6025.06 Mowing/Snow Removal	997.74	440.00
6025.07 Telephone/Internet	5,032.82	4,567.77
6025.08 Electric utilities	4,591.26	3,057.47
Total 6025 Building Fund	30,951.88	158,770.59
6040 Information Technology Fund		
6040.01 Network & Phone Mgmt	5,213.41	5,093.46
6040.02 Copier & Fax	2,043.78	1,302.28
6040.03 Video Conferencing	909.72	1,137.18
6040.05 Building Security System	1,455.20	877.44
6040.06 Software & Apps	18,367.99	11,092.90
6040.07 Equipment, Accessories, Repairs	899.99	198.68
Total 6040 Information Technology Fund	28,890.09	19,701.94
6145 Travel & Conferences		
6145.01 Staff Mileage Reimbursement	5,330.61	2,474.15
6145.02 Vehicle Expense	1,613.72	705.04
6145.03 Workshop Fees & Expenses	5,055.00	7,353.56
6145.04 Travel in State	124.98	5,400.62
6145.05 Travel out State	3,068.73	6,031.79
Total 6145 Travel & Conferences	15,193.04	21,965.16
6150 Contract Services	579.20	708.00
6155 Legal & Professional Fees	160.00	702.96
6300 Dues	531.24	179.00
6345 Medical Supplies	450.00	
6355 Auto Insurance	2,614.66	1,085.59
6370 Liability Insurance	8,861.13	6,322.82
6380 Cyber Security Insurance	332.25	332.22
6420 Workman's Comp	509.25	470.25

		Total
	Apr - Jun, 2026	Apr - Jun, 2025 (PY)
6430 Life Insurance		180.50
6480 Board/Mileage Expenses	0.00	535.90
6535 Business/Office Supplies	2,280.69	3,671.18
6710 Postage	78.00	0.00
6740 Building Rent	840.00	3,590.00
6775 Department Wages & Taxes		
6775.02 Payroll Tax Expense	12,498.49	12,473.50
6775.04 Retirement Expense	11,270.06	11,657.25
6775.06 Medical Insurance Expense	30,236.80	14,548.70
Total 6775 Department Wages & Taxes	54,005.35	38,679.45
6780 Employee Wages & Taxes		
6780.02 Net Pay	127,719.38	127,780.16
6780.04 Payroll Tax Expense	27,309.31	26,804.87
6780.06 Retirement Expense	7,555.92	7,699.00
6780.08 Medical Insurance	8,528.56	10,159.10
6780.10 Supplemental Insurance	1,774.18	1,843.89
Total 6780 Employee Wages & Taxes	172,887.35	174,287.02
6870 Team Building	36.00	625.00
6885 Programing Fund		
6885.01 Supplies	19,193.56	4,688.02
6885.03 Educational Material		5,006.78
6885.04 Marketing	3,459.83	3,881.13
6885.05 Family Engagement		2,978.31
6885.06 Incentives	2,702.77	1,315.61
Total 6885 Programing Fund	25,356.16	17,869.85
7030 Insurance to Split	0.00	40.50
8020 Miscellaneous expense		56,854.99
8040 Admin Cost Pool Expense	66,379.12	58,868.06
Bank Charges		2.00
Total Expenses	417,894.89	569,417.98
NET OPERATING INCOME	135,301.59	-186,148.95
NET INCOME	\$135,301.59	\$ -186,148.95

Q4 Statement of Cash Flows

April - June, 2026

	Total
OPERATING ACTIVITIES	
Net Income	135,301.59
Adjustments to reconcile Net Income to Net Cash provided by operations:	
11000 Accounts Receivable	26,214.65
Prepaid Expenses:Asana	1,785.00
Prepaid Expenses:Firespring	498.00
Prepaid Expenses:Hayes & Associates - Audit	4,624.98
Prepaid Expenses:NALHD - Annual Dues	531.24
Prepaid Expenses:RAS - Workers Comp	509.25
Prepaid Expenses:Relias LLC - training	269.84
Prepaid Expenses:Rippling	2,248.80
Prepaid Expenses:SBS/Progressive - Auto Insurance	-4,442.34
Prepaid Expenses:The Cincinnati Insurance Co - Liability	4,063.98
Prepaid Expenses:UNICO General Liability	3,007.14
Prepaid Expenses:UNICO Cyber Insurance	-996.72
Prepaid Expenses:UNICO Directors and Officers	1,790.01
Prepaid Expenses:Zoom	-2,143.98
24005 A/P Payroll Liabilities	6,481.56
1850 Chase Card Grant	-6,728.76
1855 Chase Card Courtney	22,114.94
24010.02 Accrued Vacation Payroll Liabilities:Accrued Vacation Gross	-463.66
24010.04 Accrued Vacation Payroll Liabilities:Accrued Vacation PR Tax Employer	-35.47
24010.06 Accrued Vacation Payroll Liabilities:Accrued Vacation Retirement Employer	-31.29
Total Adjustments to reconcile Net Income to Net Cash provided by operations:	59,297.17
Net cash provided by operating activities	194,598.76
NET CASH INCREASE FOR PERIOD	194,598.76
Cash at beginning of period	2,395,694.26
CASH AT END OF PERIOD	\$2,590,293.02

A/R Aging Detail

All Dates

Date	Transaction Type	Num	Customer	Due Date	Amount	Open Balance
91 or more days past due						
01/13/2026	Invoice	385	4017 - Oral Health	02/12/2026	6,965.81	6,965.81
04/14/2026	Invoice	403	4017 - Oral Health	05/14/2026	6,144.25	6,144.25
Total for 91 or more days past due					\$13,110.06	\$13,110.06
31 - 60 days past due						
06/15/2026	Invoice	412	4064 - CDC Infrastructure	07/15/2026	22,101.68	22,101.68
Total for 31 - 60 days past due					\$22,101.68	\$22,101.68
1 - 30 days past due						
07/14/2026	Invoice	421	4017 - Oral Health	08/13/2026	7,289.94	7,289.94
07/14/2026	Invoice	420	4015 - Accreditation	08/13/2026	4,578.60	4,578.60
07/15/2026	Invoice	422	4027 - Minority Health	08/14/2026	4,597.40	4,597.40
07/24/2026	Invoice	428	4007 - Vaccine for Children (VFC)	08/23/2026	12,090.96	12,090.96
Total for 1 - 30 days past due					\$28,556.90	\$28,556.90
Current						
07/29/2026	Invoice	427	4008 - Bioterrorism - PHEP	08/28/2026	19,721.22	19,721.22
07/29/2026	Invoice	425	4033 - MEICV	08/28/2026	123,384.65	123,384.65
07/29/2026	Invoice	424	4033 - MEICV CHI	08/28/2026	19,476.08	19,476.08
08/26/2026	Invoice	429	4068.25 RHTP 4.4a Chronic Disease	09/25/2026	11,795.41	11,795.41
08/26/2026	Invoice	430	4068.20 - RHTP 1.5 Obesity	09/25/2026	10,987.26	10,987.26
08/26/2026	Invoice	431	4068.20 - RHTP 1.5 Obesity	09/25/2026	8,912.61	8,912.61
Total for Current					\$194,277.23	\$194,277.23
TOTAL					\$258,045.87	\$258,045.87

FY2026 Profit and Loss

July 2025 - June 2026

		Total
	Jul 2025 - Jun 2026	Jul 2024 - Jun 2025 (PP)
INCOME		
4000 Federal Receipts		
4000.4007.10 Vaccine for Kids (VFC)	44,196.57	18,259.30
4000.4008.10 Bioterrorism	128,098.27	74,519.83
4000.4009.10 CDC Expansion Project		6,828.16
4000.4013.10 West Nile	3,551.00	4,120.37
4000.4015.10 Accreditation	24,236.44	28,403.13
4000.4017.10 Oral Health	24,529.36	18,991.33
4000.4017.20 Oral Health Expansion Program HRSA	39,000.00	87,000.00
4000.4020.10 Radon	4,832.34	2,129.05
4000.4025.10 Safe Kids	17,866.00	9,649.64
4000.4029.10 Lead	9,571.37	8,455.12
4000.4031.10 Opioid	54,297.29	20,645.76
4000.4033.10 MIECHV	427,422.98	411,719.94
4000.4033.20 N-Focus - FFPSA	48,488.28	15,079.27
4000.4050.10 Chronic Disease Learning Collaborative	12,416.99	3,099.71
4000.4056.10 SE NE Prevention		356.78
4000.4059.10 COVID Vaccine Clinics		344,145.35
4000.4062.10 COVID Equity		37,182.35
4000.4064.10 CDC Infrastructure	60,964.16	67,585.07
4000.4066.10 DHHS ARPA		362,633.35
4000.4067.10 DHHS Infrastructure	76,522.56	172,331.03
4000.4070.10 Loss Team	1,500.00	
Total 4000 Federal Receipts	977,493.61	1,693,134.54
4010 State Receipts - LB 71-1628.08		
4010.4010.10 Surveillance LB1060		135,045.84
4010.4014.10 General Funds LB1008	161,013.60	166,666.68
4010.4014.20 Infrastructure Funding (692)	111,111.00	111,440.28
4010.4014.30 Per Capita Funding (692)	64,919.64	64,919.67
4010.4014.40 Opioid Settlement	27,777.72	27,777.77
Total 4010 State Receipts - LB 71-1628.08	364,821.96	505,850.24
4020 State Receipts - Other		
4020.4027.10 Minority Health Initiative	18,280.50	34,008.97
4020.4033.10 MIECHV		6,283.80
4020.4050.15 Obesity	55,839.00	
Total 4020 State Receipts - Other	74,119.50	40,292.77
4030 Local Receipts - Other		
4030.4002.10 Situation Table - Sherwood	100,000.00	

	Total	
	Jul 2025 - Jun 2026	Jul 2024 - Jun 2025 (PP)
4030.4007.10 Donations for VFC	90.00	15.00
4030.4007.20 VFC Insurance Payments	1,342.34	938.00
4030.4012.10 Clinical Service		179.41
4030.4012.20 Clinical Donations		399.20
4030.4012.30 Immunization Insurance payments	16,990.12	25,516.47
4030.4012.40 Porta - Count Machine	250.00	500.00
4030.4014.30 Interest Income	53,708.61	48,760.91
4030.4014.40 Other Income	5,276.73	13,119.52
4030.4014.60 Services	14,284.00	70,917.75
4030.4014.70 Rental Income	17,250.00	
4030.4016.10 Growing Great Kids Donations	514.00	361.62
4030.4017.10 Oral Health Donations	238.01	4,685.71
4030.4017.20 Oral Health MCNA	16,462.01	21,827.64
4030.4025.10 Safe Kids Donations	50.00	
4030.4033.10 MIECHV CHI	156,967.47	58,229.29
4030.4035.10 MCO SDoH (NTC Equity)	99,500.00	
4030.4050.20 Sherwood	100,000.00	
4030.4050.25 Cancer Prevention (NAHLD)	25,000.00	
4030.4051.10 American Heart Association		14,000.00
4030.4059.10 COVID Vaccine Billing		182.50
4030.4065.10 UHC Pathway		62,500.00
Total 4030 Local Receipts - Other	607,923.29	322,133.02
Total Income	2,024,358.36	2,561,410.57
GROSS PROFIT	2,024,358.36	2,561,410.57
EXPENSES		
6001 Auditor	23,458.27	14,739.00
6010 Print Media/Marketing	9,091.23	1,791.22
6025 Building Fund		
6025.01 Capital Improvements	48,615.54	425,173.49
6025.03 Garbage	1,673.08	896.00
6025.04 Maintenance	5,598.28	16,430.91
6025.05 Janitorial Supplies/Service	5,781.65	2,256.33
6025.06 Mowing/Snow Removal	3,181.88	2,125.00
6025.07 Telephone/Internet	14,913.45	14,777.30
6025.08 Electric utilities	20,712.55	15,556.07
Total 6025 Building Fund	100,476.43	477,215.10
6040 Information Technology Fund		
6040.01 Network & Phone Mgmt	21,160.50	19,547.02
6040.02 Copier & Fax	6,779.87	6,006.30
6040.03 Video Conferencing	3,703.70	3,963.74
6040.04 Payroll Processing Fees		1,227.60

		Total
	Jul 2025 - Jun 2026	Jul 2024 - Jun 2025 (PP)
6040.05 Building Security System	5,788.68	5,671.16
6040.06 Software & Apps	45,676.99	91,115.62
6040.07 Equipment, Accessories, Repairs	1,087.19	67,383.87
Total 6040 Information Technology Fund	84,196.93	194,915.31
6145 Travel & Conferences		750.00
6145.01 Staff Mileage Reimbursement	15,884.93	12,757.00
6145.02 Vehicle Expense	3,808.42	2,305.44
6145.03 Workshop Fees & Expenses	14,390.13	16,043.56
6145.04 Travel in State	4,380.03	8,229.31
6145.05 Travel out State	8,115.32	9,569.06
Total 6145 Travel & Conferences	46,578.83	49,654.37
6150 Contract Services	28,139.23	2,872.58
6155 Legal & Professional Fees	2,880.00	2,789.96
6300 Dues	15,016.48	19,597.60
6330 Equipment	16,149.48	60,252.39
6345 Medical Supplies	6,611.81	6,172.89
6355 Auto Insurance	9,087.91	5,351.88
6370 Liability Insurance	31,594.13	23,835.88
6380 Cyber Security Insurance	1,329.00	332.22
6420 Workman's Comp	2,024.00	1,887.00
6430 Life Insurance		841.50
6480 Board/Mileage Expenses	1,176.01	1,495.38
6530 Office Furniture	956.99	19,073.13
6535 Business/Office Supplies	7,007.10	10,416.58
6710 Postage	543.28	542.03
6740 Building Rent	6,110.00	19,860.00
6775 Department Wages & Taxes		
6775.02 Payroll Tax Expense	45,783.99	52,243.46
6775.04 Retirement Expense	42,431.29	48,637.82
6775.06 Medical Insurance Expense	76,321.99	56,637.18
6775.08 Unemployment Insurance	3,224.86	
Total 6775 Department Wages & Taxes	167,762.13	157,518.46
6780 Employee Wages & Taxes		
6780.02 Net Pay	466,813.93	530,971.98
6780.04 Payroll Tax Expense	100,570.52	114,608.70
6780.06 Retirement Expense	28,082.17	32,170.87
6780.08 Medical Insurance	32,030.18	36,415.45
6780.10 Supplemental Insurance	6,639.04	7,124.61
6780.12 Garnishment		2,332.99
Total 6780 Employee Wages & Taxes	634,135.84	723,624.60
6870 Team Building	1,361.64	5,294.19
6885 Programing Fund		

	Total	
	Jul 2025 - Jun 2026	Jul 2024 - Jun 2025 (PP)
6885.01 Supplies	61,290.68	30,270.74
6885.02 Meeting & Educational Training Expenses		3,500.00
6885.03 Educational Material	6,003.63	6,544.40
6885.04 Marketing	14,219.30	28,897.45
6885.05 Family Engagement	1,088.50	5,107.84
6885.06 Incentives	12,258.18	8,614.81
Total 6885 Programing Fund	94,860.29	82,935.24
7030 Insurance to Split	0.00	703.50
8020 Miscellaneous expense	258.00	56,925.99
8040 Admin Cost Pool Expense	254,137.63	221,419.53
Bank Charges		43.25
Total Expenses	1,544,942.64	2,162,100.78
NET OPERATING INCOME	479,415.72	399,309.79
NET INCOME	\$479,415.72	\$399,309.79

ESTIMATE

BB Roofing of Nebraska
245 S 84th St,
Ste 210
Lincoln, NE 68510
(402) 890-4469



Emilee Lovell
Job #1889 - Southeast District Health Department 2511 Schneider Ave
2511 Schneider Ave
Auburn, NE 68305

Estimate #	6112
Date	7/27/2026

Item	Description	Price
Roof		
Roof Repair	Take out existing gasketed screws and replace with color matched gasketed screws.	
Roof Repair	Take off, clean, install new butyl, and reinstall 4 curb flashings on the roof top units and replace 1 pipe seal	

Sub Total	\$15,378.00
Total	\$15,378.00

All of our roofing estimates include (unless otherwise noted) tear off and haul away of old roofing system, new shingles, new edge metals, new Ice and water shield, new starter, new ridge cap, new synthetic felt, new soil boots and new ventilation. We also include our 5 year transferable BB Roofing labor and material warranty. The price shown above includes our cash or check discount.

Please keep in mind that roofing estimates are based on removing a single layer of existing shingles unless otherwise noted. If more than one layer is found, there will be an additional charge of \$45 per square, per layer. If decking is needed, the cost is \$60 per sheet. If gutters are not being replaced, and gutter spikes are present, we are unable to replace the gutter aprons. We also cannot be responsible for gutter damage if the pitch of the roof exceeds 7/12.

Thank you for considering BB Roofing. We work hard to provide the best service at the best possible price. If our estimate or service does not meet your expectations for any reason, we would welcome the opportunity to make it right. Questions about this estimate can be directed to info@bbroofing.com or you can call (402) 890-4469.

SPECIAL INSTRUCTIONS

Thank you for the opportunity to earn your business!

Program	Brief Description of Item	Model Number (if applicable)	Serial Number (if applicable)	SEDHD Inventory Tag # (if applicable)	Date of Disposition	Donated? Thrown away? Shredded?	If Donated, where?	Notes
4014	Dell Monitor	P2418HT	6SJFIH3	NO	10/28/2025	Recycling	American Recycling	Charged \$5
4014	Microwave	MCD16113	DJ13801354	277	10/28/2025	Recycling	American Recycling	Charged \$8
4014	Arteck Keyboard	HVV315	204620-131	NO	10/28/2025	Recycling	American Recycling	
4014	Allworx Phone	112	None	NO	10/28/2025	Recycling	American Recycling	
4014	HP Prodesk	6VC52UT#ABA	MXL9505XV3	136	10/28/2025	Recycling	American Recycling	Gave us the Hard Drive
4014	HP Prodesk	6VC52UT#ABA	MXL9512FW	227	10/28/2025	Recycling	American Recycling	Gave us the Hard Drive
4014	Cisco Systems	Cisco Aironet 1130G	FTX1419T1QG	NO	10/28/2025	Recycling	American Recycling	
4014	Battery Backup	BR1500G	4B1732P23188	NO	10/28/2025	Recycling	American Recycling	
4014	Battery Backup	BX01350M	4B2214P20812	NO	10/28/2025	Recycling	American Recycling	
4033	Realspace® Magellan 59"W L-Shaped Desk, Gray and Realspace® Magellan 58"W Hutch For Corner/L-Desk, Gray			0367	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 59"W L-Shaped Desk, Gray and Realspace® Magellan 58"W Hutch For Corner/L-Desk, Gray			0368	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Modern Comfort Winsley Bonded Leather Manager Mid-Back Chair, Gray/Chrome			0375	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Modern Comfort Winsley Bonded Leather Manager Mid-Back Chair, Gray/Chrome			0376	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 36"W Tech Station Printer Stand 2.0, Gray			0377	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 72" 5 Shelf Contemporary Bookcase with Doors, Gray/Medium Finish, Standard Delivery			0379	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 72" 5 Shelf Contemporary Bookcase with Doors, Gray/Medium Finish, Standard Delivery			0380	7/30/205	Disposed	NA	Broken furniture

4033	Realspace® Magellan 59"W L-Shaped Desk, Gray and Realspace® Magellan 58"W Hutch For Corner/L-Desk, Gray	0341	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 59"W L-Shaped Desk, Gray and Realspace® Magellan 58"W Hutch For Corner/L-Desk, Gray	0342	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Modern Comfort Winsley Bonded Leather Manager Mid-Back Chair, Gray/Chrome	0349	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 36"W Tech Station Printer Stand 2.0, Gray	0350	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 72" 5 Shelf Contemporary Bookcase with Doors, Gray/Medium Finish, Standard Delivery	0352	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 72" 5 Shelf Contemporary Bookcase with Doors, Gray/Medium Finish, Standard Delivery	0353	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 59"W L-Shaped Desk, Gray and Realspace® Magellan 58"W Hutch For Corner/L-Desk, Gray	0394	7/30/205	Disposed	NA	Broken furniture
4033	Realspace® Magellan 72" 5 Shelf Contemporary Bookcase with Doors, Gray/Medium Finish, Standard Delivery	0402	7/30/205	Disposed	NA	Broken furniture
4033	5-shelf Steel Shelving Unit	0403	7/30/205	Disposed	NA	Broken furniture

POLICY SECTION	Administrative		
POLICY TITLE	Insurance Benefits		
POLICY NUMBER	130.1	REVISION NUMBER	1
EFFECTIVE DATE	10/29/2025	DATE REVIEWED	10/16/2025
CROSS REFERENCE	None		

1. POLICY STATEMENT

- 1.1. The Southeast District Health Department is committed to supporting the health, well-being, and financial security of its employees by providing access to comprehensive insurance benefits. These benefits include health, dental, vision, and life insurance coverage. The Department will administer these benefits in a consistent manner and in accordance with plan documents and applicable regulations.

2. PURPOSE

- 2.1. The purpose of this policy is to establish clear guidelines for the administration of insurance benefits offered by the Southeast District Health Department. This policy ensures that employees are informed of available coverage, eligibility requirements, and the Department's role in premium contributions. In the event of any conflict between this policy and the official plan documents, the plan documents will take precedence.

3. SCOPE

- 3.1. This policy applies to all full-time employees of the Southeast District Health Department.

4. DEFINITIONS

- 4.1. None.

5. POLICY

- 5.1. The Department provides coverage for health, dental, vision, and life insurance through the Department's group insurance providers.
- 5.2. Insurance providers, deductible limits, and other plan elements are determined at the discretion of the Executive Director.
- 5.3. The Department covers one hundred percent (100%) of the premium cost for employee-only health, dental, vision, and life insurance plans.
- 5.4. The Department covers seventy percent (70%) of the premium cost for spouse, children, and family health, dental, and vision plans. Employees are responsible for the remaining thirty percent (30%) of the spouse, children, and family plan premiums.

5.5. Employee premium contributions are deducted from each bimonthly paycheck and remitted according to the insurance carrier's payment schedule.

5.6. Opt-Out and Cash in Lieu Policy

5.6.1. The Department offers a Cash in Lieu option through First Concord Benefit Group for employees who choose not to enroll in the Department's health insurance plan. Employees electing to participate in the Cash in Lieu option shall be enrolled in another qualifying plan and shall attest annually to being enrolled in another qualifying plan.

5.6.2. Employees enrolled in the Cash in Lieu policy will receive \$300 per month, paid evenly each bimonthly pay period.

6. PROCEDURE

6.1. None.

7. ATTACHMENTS

7.1. None.

8. REVISIONS

Revision	Date Approved	Description
1	10/29/2025	New policy template. Added language regarding Department contributions to spouse, children, and family insurance plans. Added language regarding Cash in Lieu policy.

Directors Report
SEDHD Board of Health Meeting
September 9, 2026

Funding Updates

As part of the Governor's executive order, 5% of the Department's legislative appropriations have been withheld. Local health departments (LHDs) are among the many recipients of legislative appropriations affected by the withholding. DHHS has informed LHDs that it expects the withheld funds to be disbursed at the end of the state fiscal year.

The Department's FY2026 and FY2027 budgets did not include the full amount of state-appropriated aid due to ongoing concerns regarding potential reductions in state appropriations. As a result, the 5% withholding is not expected to have an impact on the Department's operations.

State and Federal Legislative Update

No update.

Staffing/Personnel Update

The Department has hired nine new staff as part of various Rural Health Transformation Program (RHTP) initiatives. Two additional positions are budgeted through RHTP initiatives, and applications are currently being accepted and reviewed.

Separate from RHTP-funded positions, a Program Coordinator and Public Health Nurse position have been budgeted for FY2027. An interview for the Public Health Nurse position is scheduled for the week of August 24.

Accreditation Update

The Department has received the PHAB final report for Pathways Track 1. A screenshot summarizing the findings is provided below. The next step will be to complete Pathways Track 2 before moving forward with the full accreditation process.

Site Visit Report for
Southeast District Health Department

Summary of Findings

Measure	Score
Measure 1.1.1 A	Largely Demonstrated
Measure 1.2.1 A	Largely Demonstrated
Measure 1.2.2 T/L	Largely Demonstrated
Measure 1.3.1 A	Fully Demonstrated
Measure 2.1.1 A	Slightly Demonstrated
Measure 2.1.3 A	Fully Demonstrated
Measure 2.2.1 A	Largely Demonstrated
Measure 2.2.2 A	Fully Demonstrated
Measure 2.2.5 A	Largely Demonstrated
Measure 2.2.6 A	Largely Demonstrated
Measure 2.2.7 A	Largely Demonstrated
Measure 3.1.1 A	Fully Demonstrated
Measure 3.2.2 A	Largely Demonstrated
Measure 4.1.2 A	Largely Demonstrated
Measure 5.1.2 A	Fully Demonstrated
Measure 5.2.2 A	Largely Demonstrated
Measure 5.2.4 A	Fully Demonstrated
Measure 7.2.1 A	Largely Demonstrated

Strategic Plan Update

Due to shifts at the Federal and State level, and changes in staffing, the strategic plan is being reviewed to align with the current realities of the state of local health departments. Shifts in the plan are expected as the Department navigates through changes in priorities.

Strategic plan updates are attached.

Other Business

None

Key	
Not started or significant activity	
In progress	
Behind schedule	
Substantial progress or complete	
Postponed	

Strategic Priority 1: Diversify Funding Streams

Goal: Diversify funding sources to ensure efficient, sustainable programming and meet the public health needs of the district.

Objective 1.1: By July 2027, SEDHD will create a framework for long term financial sustainability, ensuring that public health programing is cost effective and relevant to the populations served by the Department and in alignment with public health core functions and essential services.

Activity	Description	September 2025 Update	September 2026 Update
1.1.1	Explore the establishment of a health department foundation.	- Articles of Incorporations complete - Bylaws complete - SOS has approved the foundation. Working with attorney on next steps	•Foundation established.
1.1.2	Explore opportunities to establish additional billable services.	•No updates	•Swimming pool permitting and inspection regulations and fee structure approved in July 2026. •This is an ongoing activity. Updates will be provided when applicable.
1.1.3	Develop fee schedule for vaccinations and other clinical services.	•No updates on fee schedule at this time.	•No updates on fee schedule.

1.1.4	Explore and or secure funding from sources not traditionally leveraged by the Department, such as community organization and Managed Care Organizations, to implement services and programs to fit the needs of the district.	•Sherwood Foundation approved \$100,000 grant for chronic disease prevention work.	•Received an additional Sherwood Foundation grant for \$100,000 in 2026. 2026 funds will be used to fund the Situation Table. •This is an ongoing activity. Updates will be provided when applicable.
1.1.5	Develop framework to implement and monitor funding of essential public health services.	•No update	Ongoing conversations with Office Manager regarding feasibility of this activity. Will likely require complete transformation of the Department's Chart of Accounts. •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.

Strategic Priority 2: Positive Recognition and Strong Partnerships in Southeast Health District

Goal: Enhance the department's reputation and visibility within the community.

Objective 2.1: By June 2028, SEDHD will cultivate a culture of trust, engagement, and commitment within the district, enhancing public perceptions of the Department and its role in improving health outcomes.

Activity	Description	September 2025 Update	September 2026 Update
2.1.1	Enhance outreach and visibility across the district, ensuring increased awareness of Department activities.	•Staff have participated in various events throughout the summer. Department calendar of ongoing community events and SEDHD participation has been created.	•Staff participates in various community activities when appropriate. Identifying community events is a part of monthly staff meetings. •This is an ongoing activity. Updates will be provided when applicable.
2.1.2	Increase staff participation in community volunteer activities.	•Staff have participated in various events throughout the summer. Department calendar of ongoing	•Staff have participated in various events throughout the summer. Department calendar of ongoing community events and SEDHD participation has been created.

		community events and SEDHD participation has been created.	
2.1.3	Recognize and celebrate staff accomplishments and recognition of Department activities through internal and external channels.	•No update.	•No update.
2.1.4	Solicit feedback from stakeholders to continuously improve services and responsiveness to community needs.	•No update.	•No update.

Goal: Enhance the department’s strategic communications and marketing efforts.

Objective 2.2: By June 2026, SEDHD will develop a framework that standardizes the Department’s communication and marketing efforts to increase brand recognition, improves engagement with all communities, and ensures information is disseminated in an effective and appropriate manner.

Activity	Description	September 2025 Update	September 2026 Update
2.2.1	Create new SEDHD logo.	•Complete	•Complete
2.2.2	Create and implement communications plan.	•Complete	•Complete
2.2.3	Create and maintain calendar or other tracking mechanism to ensure SEDHD appearance at community events or functions.	•Complete	•Complete
2.2.4	Increase utilization of DHHS data systems and other secondary data platforms to publicize data to multiple audiences.	• DHHS public dashboards have been updated. Link to dash boards on Department website.	•No update •This is an ongoing activity. Updates will be provided when applicable.
2.2.5	Develop public data sharing plan to include quality indicators and or health status information to ensure the public is informed on the health status of the district.	•No update.	•No update.

2.2.6	Utilize Nebraska Association of Local Health Directors and other organization's social media toolkits to expand and enhance message subjects and frequency of communications.	•Currently being used. On going activity.	•No update •This is an ongoing activity. Updates will be provided when applicable.
2.2.7	Explore HIPAA compliant third-party provider or bilingual after-hours framework to serve those who cannot access an SEDHD office.	• No update.	•The Department has purchased a new interpretation service to better serve the community and has hired a bilingual staff member. •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.
2.2.8	Complete assessment of needs of new audiences and a culture of flexibility/openness internally to implement creative ways to reach audiences – such as implementation of online services, apps on mobile devices, contactless transactions, services outside standard business hours, etc.	•No update.	•No update •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.

Goal: Strengthen collaborative efforts with key stakeholders to address public health challenges

Objective 2.3: By June 2028, SEDHD will develop a framework and internal processes to engage in new and strengthen existing partnerships, ensuring that the Department and its partners work collaboratively to address the public health needs of the district.

Activity	Description	September 2025 Update	September 2026 Update
2.3.1	Identify and prioritize strategic partnerships with healthcare providers, community organizations, and government agencies.	•No update.	•Partnerships have been established with various community organizations including Tecumseh Family Health Services and Partners for Otoe County. •Partnerships have been reestablished with healthcare partners in the implementation of RHTP initiatives. These partnerships will continue past the timeframe of this strategic plan.

2.3.2	Develop department wide calendar or other mechanism to track meetings with community partners and or coalitions where health department attendance is warranted.	•No update. Duty of Admin Assistant when hired	•No update •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.
2.3.3	Explore the establishment of a department-based coalition or advisory group that solicits feedback from community members and partners to enhance public health programming and services to better serve the district.	•No update	•No update •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.

Strategic Priority 3: Efficient Structure and Function

Goal: Define and operationalize department structure and functions to ensure efficient and effective operations to better serve the public health needs of the district.

Objective 3.1: By July 2027, SEDHD will establish and operationalize a standardized organizational structure designed to enhance its operations, ensuring that its programs and services adhere to best practices and align with core public health functions and essential services.

Activity	Description	September 2025 Update	September 2026 Update
3.1.1	Develop applicable policies that establish and define standardized staffing position types, roles, and responsibilities.	• Draft of policy has been created. • Management team has been created and will help formalize policy	•Began updating policies and creating new where applicable. Also formatting policies to new template. Anticipate completion by July 2027.
3.1.2	Develop plan or other applicable document to describe and or evaluate how department programming and services align with public health core functions and essential services.	•No update.	•No update. •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.
3.1.3	Explore third party software options for project management and or quality assurance capabilities.	• Complete.	• Complete.

3.1.4	Develop applicable plans and procedures for Department programs and functions (i.e. surveillance, environmental, accounting).	• Plans in progress.	• Surveillance and applicable environmental plans have been created. • Procedures for swimming pool inspections and permitting are in progress.
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Strategic Priority 4: Modernize and Enhance Department Processes and Functions

Goal: Implement innovative technologies and methodologies to modernize departmental operations.

Objective 4.1: By July 2028, SEDHD will enhance its internal processes, leveraging technology to replace antiquated workflows to improve efficiency and effectiveness in its internal operations and in delivering programming and services.

Activity	Description	September 2025 Update	September 2026 Update
4.1.1	Map existing department processes and establish framework to terminate antiquated workflows and replace with improved more efficient and effective versions.	• No update.	• No update.
4.1.2	Develop standard operating procedures for department processes to ensure standardized workflows.	• No update. Some individual processes have been automated but no broad scale procedures created.	• No update. Some individual processes have been automated but no broad scale procedures created. • This is an ongoing activity. Updates will be provided when applicable.
4.1.3	Develop policies and or procedures for interdepartmental communications and process are congruent among all offices.	• Draft communications plan has been created. Review and revisions in progress.	• Communications Plan completed
4.1.4	Explore options with current and or future systems to automate department processes	• No update. Some individual processes have been automated but no broad scale procedures created.	• No update. Some individual processes have been automated but no broad scale procedures are created. • This is an ongoing activity. Updates will be provided when applicable.

Strategic Priority 5: Community Driven Programming

Goal: Develop and implement public health programming and services based on the needs of the community.

Objective 5.1: By December 2025, SEDHD will develop a framework for implementing and sustaining programming the addresses the unique public health needs of the district.

Activity	Description	September 2025 Update	September 2026 Update
5.1.1	Conduct Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP)	•Draft of CHA received. Working on editorial changes. • CHIP Planning in progress	• Complete.
5.1.2	Utilizing data gathered from CHA, CHIP, community feedback, and gap analysis, develop plan to implement programs and or services address the public health needs of the community.	•No update. CHA and CHIP completed in June 2025	•Developed crosswalk for RHTP programs and their intersection with this strategic plan and CHIP. •This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.

Strategic Priority 6: Committed Workforce

Goal: Recruit, retain, and develop a highly skilled and motivated workforce.

Objective 6.1: By July 2026, SEDHD will develop a framework that fosters a culture of belonging and respect through targeted recruitment, professional development, and ongoing support to cultivate a skilled and motivated workforce committed to effectively addressing the health needs of the community.

Activity	Description	September 2025 Update	September 2026 Update
6.1.1	Create workforce development plan	• Workforce development survey complete. • PH WINS results have been received. Currently reviewing results for plan development	• No update • Will start development plan as a part of accreditation track two

6.1.2	Implement new employee training and onboarding process.	• Complete.	• Complete.
6.1.3	Develop team building plan or similar document using feedback from staff.	•No update.	•No update.
6.1.4	Develop plan to provide educational opportunities for staff through trainings, workshops, and or conferences.	• No update on plan development • Staff participated in various conferences and trainings last quarter. Five staff completed R Programming training.	• No update on plan development • Staff participated in various conferences and training last year. RHTP staff have been completing various CHW training and other trainings relevant to RHTP initiatives. •This is an ongoing activity. Updates will be provided when applicable.

Strategic Priority 7: Enhanced Clinical, Preventative, and Behavioral Health Programming

Goal: Ensure that all residents have access to clinical services and preventive programs.

Objective 7.1: By July 2027, SEDHD will establish a robust and sustained vaccination campaign and program, systematically ensuring access for all communities within the district.

Activity	Description	September 2025 Update	September 2026 Update
7.1.1	Conduct targeted outreach and education campaigns to promote vaccine awareness and acceptance.	•No update.	•No update outside of current practice of vaccine messaging. •This activity is placed on hold the Department regains the capacity to realign with this Strategic Priority.
7.1.2	Expand the types of vaccines made available to the public based on demand and financial sustainability	•No update.	•No update. •This activity is placed on hold the Department regains the capacity to realign with this Strategic Priority.

7.1.3	Explore opportunities to start or reengage other clinical and preventative health programs (i.e. worksite wellness, chronic disease prevention and chronic disease management education)	• Secured funding for nutrition and obesity programming. • Two staff are scheduled to complete training on Living Well and Diabetes Prevention Program	• RHTP initiatives provide for programming related to obesity, chronic disease, and disease prevention. Funding and programming will be in place past the timeframe of this strategic plan. • Activity complete.
7.1.4	Develop plan to enhance current behavioral health related programs	• No update on plan development.	• No update on plan development. • RHTP initiatives will provider for some programming related to behavioral health (i.e. RHTP 2.3). • This activity is postponed as the Department regains the capacity to realign with this Strategic Priority.