



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

**Southeast District Health Department Conference Room  
2511 Schneider Ave, Auburn, NE 68305  
May 28<sup>th</sup>, 2025**

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.

**I. Call to Order Regular Meeting of BOH**

Meeting was called to order at 6:01 PM and notice of the Open Meetings Act was made by John Groathouse, Board Vice President.

**II. 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. Mike Speece	x	
Beth Vonderschmidt	x	
Tim Weber		x
Dr. Michael Zaruba		x

Staff Present: Grant Brueggemann, Executive Director; Courtney Gerdes, Office Manager; Hannah Kirkendall, Emergency Response Coordinator



### **III. Approval of Agenda**

Marvin Bohling made a motion to approve the May 28<sup>th</sup>, 2025 agenda as submitted, a second was made by Dr. Mike Speece. The motion carried with all in favor.

### **IV. Approval of Previous Meeting Minutes**

Jan Lang made a motion to approve the minutes from the January 29<sup>th</sup>, 2025 meeting, a second was made by Dr. Mike Speece. The motion carried with all in favor.

Marvin Bohling made a motion to approve the minutes from the April 9<sup>th</sup>, 2025 special meeting, a second was made by Jan Lang. The motion carried with all in favor.

### **V. Public Comments**

None

### **VI. Financial Report**

Marvin Bohling made a motion to approve the 3rd quarter financial report as submitted, a second was made by Dr. Mike Speece. The motion carried with all in favor.

### **VII. Approval of Action Items**

Grant Brueggemann led a discussion regarding financial trends and the Fiscal Year 2025 budget.

Grant Brueggemann led a discussion regarding the possible creation of a Budget and Finance Committee.

Courtney Gerdes led a discussion regarding authorized signatories for the SEDHD checking account and safety deposit box. Jan Lang made a motion to remove Sue Anderson, Kevin Clusky and Kay Oestmann as signers on the SEDHD Safety Deposit Box at First National Bank of Johnson. A second was made by Beth Vonderschmidt. The motion carried with all in favor.

Marvin Bohling made a motion to add Grant Brueggemann and Courtney Gerdes as signers on the SEDHD Safety Deposit Box at First National Bank of Johnson. A second was made by Beth Vonderschmidt. The motion carried with all in favor.

John Groathouse made a motion that only Grant Brueggemann, Courtney Gerdes and Marvin Bohling should be signers on the SEDHD Checking Account (DDA) at First National Bank of Johnson. A second was made by Jan Lang. The motion carried with all in favor.

Courtney Gerdes led a discussion regarding the Auburn office HVAC system replacement. John Groathouse made a motion to approve the Airstream Quote as presented, a second was made by Beth Vonderschmidt. The motion carried with all in favor.

Grant Brueggemann led a discussion regarding the 2025 Community Health Assessment and the status of the Community Health Improvement Plan.



Hannah Kirkendall presented to the board regarding the Public Health Emergency Preparedness program.

**VIII. Committee Reports**

a. Building Infrastructure Committee

- Grant led a discussion on the status of the Tecumseh office remodel project.
- Grant led a discussion on the status of the Nebraska City office purchase.

**IX. Director's Report**

Attached

**X. 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.*

Jan Lang made a motion to enter into executive session to discuss a personnel matter, a second was made by Marvin Bohling. The purpose of this session was to protect the privacy of the individuals involved and to prevent needless harm. The motion carried with all in favor. The board entered into executive session at 7:30 PM.

Jan Lang made a motion to exit executive session, a second was made by Marvin Bohling. The motion carried with all in favor. The board exited executive session at 7:39 PM.

**XI. Approval to Adjourn**

Dr. Mike Speece made a motion to adjourn the meeting, a second was made by Beth Vonderschmidt. The motion carried with all in favor. The meeting adjourned at 7:40PM.

**ATTEST:**

A handwritten signature in black ink, appearing to read "Karly Black", written over a horizontal line.

**Karly Black, President**

A handwritten signature in black ink, appearing to read "Courtney Gerdes", written over a horizontal line.

**Courtney Gerdes, Acting Recorder**