

**EASTERN NEBRASKA REGIONAL AGENCY ON HUMAN SERVICES AND REGION 6
GOVERNING BOARD MEETING MINUTES**

June 8, 2022

The Chair, Mary Ann Borgeson called the meeting to order at 3:30pm. Announcing that a copy of the “Nebraska Open Meetings Act” is displayed in this Meeting Room as required by law.

1. Roll Call showed the following Board Members in attendance: Pat Tawney (Dodge County); Mary Ann Borgeson (Douglas County); Angi Burmeister (Sarpy County); and Lisa Kramer (Washington County)

The following staff members were present: Sarah Graham (Duet); Trish Bergman (ENOA); Patti Jurjevich (Region 6 Behavioral Healthcare); and Clint Reid (Alpha)

2. Pledge of Allegiance

The Chair led the Pledge of Allegiance to the Flag of the United States of America.

3. Comments & Correspondence - Governing Board

There were no comments or correspondence from Governing Board members

4. Approval of May 11, 2022, Governing Board Meeting Minutes

A motion was made by Pat to approve the May 11, 2022 Governing Board Meeting Minutes. The motion was seconded by Angi and passed by a unanimous roll call vote.

5. Review of ENHSA financial statements – Nancy Chase

Nancy reported on the documentation that was provided in the Board’s packets.

6. Attorney Comments – Chris Jerram

There were no Attorney Comments.

7. Report from Lobbyist – Sean Kelley

The report from the Lobbyist was sent out in advance.

8. Director’s Report

There was no Director’s Report.

9. Comments from the Public (please limit to 3 minutes each person)

There were no Comments from the Public

10. Motion to Adjourn out of ENHSA Admin and enter Alpha

A motion was made by Lisa to adjourn out of ENHSA Admin and enter Alpha. The motion was seconded by Angi and passed by a unanimous roll call vote.

Alpha

11. Approval of CACFP application – Clint Reid

Clint requested approval of the CACFP (Child and Adult Care Food Program) application, explaining that this is a yearly renewal that allows reimbursements for serving healthy meals and snacks for children.

A motion was made by Pat to approve the CACFP application. The motion was seconded by Angi and passed by a unanimous roll call vote.

12. Approval of Staff Contracts for the 2022-23 School year – Clint Reid

Clint requested approval of 25 Staff Contracts for the 2022-23 school year.

A motion was made by Angi to approve the 25 Staff Contracts for the 2022-23 school year. The motion was seconded by Lisa and passed by a unanimous roll call vote.

13. Director's Report – Clint Reid

Clint reported that school is out, and he is already prepping the building for the fall school year to start. He has the security system scheduled to be installed on June 27th.

14. Comments from the Public (please limit to 3 minutes each person)

There were no Comments from the Public

15. Motion to Adjourn out of Alpha and enter Duet

A motion was made by Pat to adjourn out of Alpha and enter Duet. The motion was seconded by Angi and passed by a unanimous roll call vote.

Duet

16. Approval to sell and list 3 homes – Debbie Herbel

- a. 6123 Lafayette Ave, Omaha, NE 68132
- b. 6765 Military Ave, Omaha, NE 68104
- c. 4965 Glasgow Ave, Omaha, NE 68157

Debbie requested to sell and list the following three homes: 6123 Lafayette Ave, Omaha, NE 68132, 6765 Military Ave, Omaha, NE 68104, and 4965 Glasgow Ave, Omaha, NE 68157. She explained that these homes are vacant, and that the agency does not plan to use them.

A motion was made by Pat to approve listing and selling the following three homes: 6123 Lafayette Ave, Omaha, NE 68132, 6765 Military Ave, Omaha, NE 68104, and 4965 Glasgow Ave, Omaha, NE 68157. The motion was seconded by Lisa and passed by a unanimous roll call vote.

17. Approval of parking lot repairs at 1531 N 18th Street– Debbie Herbel

Debbie requested approval of parking lot repairs, she stated that the concrete in front of the loading dock needed to be replaced.

A motion was made by Lisa to approve the parking lot repairs at 1531 N 18th Street. The motion was seconded by Angi and passed by a unanimous roll call vote.

18. Approval of FreshService Agreement – Debbie Herbel

Debbie requested approval of the FreshService Agreement, explaining that this is an IT service ticketing system that will help enable the Duet IT Department with managing and organizing requests for new equipment, repairs, managing incidents, and more.

A motion was made by Pat to approve the FreshService Agreement. The motion was seconded by Angi and passed by a unanimous roll call vote.

19. Approval of E-Fax Agreement – Debbie Herbel

Debbie requested approval for an E-Fax system, she explained that it will be a HIPAA secure faxing system that will remove the need for an actual fax machine line. These faxes will be sent via a cloud-based network that you can access from your desktop computer, or any smartphone or tablet. She explained that this will provide more security for the faxes Duet receives allowing only the person intended to receive the fax viewing capability.

A motion was made by Angi to approve the E-Fax Agreement. The motion was seconded by Pat and passed by a unanimous roll call vote.

20. Approval of Rewards Gateway Addendum for Manager/Employee Training Sessions- Debbie Herbel

Debbie requested approval of the Rewards Gateway Addendum for Manager/Employee Sessions, stating that Rewards Gateway will provide 3 1-hour virtual training sessions that can be kept for training purposes. She stated the cost will be \$3,500 for the training.

A motion was made by Pat to approve the Rewards Gateway Addendum for Manager/Employee Training Sessions. The motion was seconded by Angi and passed by a unanimous roll call vote.

21. Approval of LOI for a building in Elkhorn – Debbie Herbel

Debbie requested approval of the Letter of Intent to lease a building in Elkhorn to expand Duet services into an area that currently has no service providers. She stated that her plan was to start small and hopefully grow the program to where Duet would need more building space.

A motion was made by Angi to approve the LOI for the building in Elkhorn. The motion was seconded by Lisa and was passed by a unanimous roll call vote.

22. Director's Report – Debbie Herbel

Debbie reported that the Duet Foundation held a fundraising event for the Duplex project, she was happy to report that \$22,000 was raised. She also reported that Duet's Artisan Common's had a parking lot party that went well despite rain, she was pleasantly surprised at the amount of

people who showed up to shop at the event and was happy to see all of the Vendors participated.

23. Request for Executive Session – Debbie Herbel

The Chair moved the Request for Executive Session to the end of the meeting.

24. Comments from the Public (please limit to 3 minutes each person)

There were no Comments from the Public.

25. Motion to Adjourn out of Duet and enter ENOA

A motion was made by Angi to recess out of Duet and enter ENOA. The motion was seconded by Lisa and passed by unanimous roll call vote.

ENOA

26. Approval of seven (7) Nutrition Services FY 23 contracts – Trish Bergman

Trish requested approval of seven (7) Nutrition Services FY 23 contracts

A motion was made by Pat to approve the seven (7) Nutrition Services FY 23 contracts. The motion was seconded by Angi and passed by a unanimous roll call vote.

27. Approval of two (2) Tai Chi instructor FY 23 contracts – Trish Bergman

Trish requested approval of two (2) Tai Chi instructor FY 23 contracts

A motion was made by Angi to approve the two (2) Tai Chi instructor FY 23 contracts. The motion was seconded by Pat and passed by a unanimous roll call vote.

28. Approval of Hy-Vee Diner's Choice FY 23 contract – Trish Bergman

Trish requested approval of Hy-Vee Diner's Choice FY 23 contract, stating that this was for 11 area Hy-Vee's.

A motion was made by Pat to approve the Hy-Vee Diner's Choice FY 23 contract. The motion was seconded by Lisa and passed by a unanimous roll call vote.

29. Approval of Treat America (Company Kitchen) Meal on Wheels/Congregate Meal Catering contract – Trish Bergman

Trish requested approval of Treat America (Company Kitchen) Meal on Wheels/Congregate Meal Catering contract.

A motion was made by Lisa to approve the Treat America (Company Kitchen) Meal on Wheels/Congregate Meal Catering contract. The motion was seconded by Angi and passed by a unanimous roll call vote.

30. Approval of Jewish Federation of Omaha FY 23 kosher meal contract – Trish Bergman

Trish requested approval of Jewish Federation of Omaha FY 23 kosher meal contract.

A motion was made by Lisa to approve the Jewish Federation of Omaha FY 23 kosher meal contract. The motion was seconded by Pat and passed by a unanimous roll call vote.

31. Approval of Community Services FY 23 contracts – Trish Bergman
 - a. Chore – Ryan Macek
 - b. Homemaker – Nine (9) contracts
 - c. Personal Care – Eight (8) contracts
 - d. Personal Emergency Response Systems – Mediguard contract

Trish requested approval of Community Services 23 contracts.

A motion was made by Angi to approve the Community Services 23 contracts. The motion was seconded by Pat and passed by a unanimous roll call vote.

32. Approval of twelve (12) Caregiver Support Program FY 23 contracts – Trish Bergman

Trish requested approval of twelve (12) Caregiver Support Program FY 23 contracts.

A motion was made by Pat to approve the twelve (12) Caregiver Support Program FY23 Contracts. The motion was seconded by Angi and passed by a unanimous roll call vote.

33. Approval of new office equipment purchase from All Makes for MOW department – Trish Bergman

Trish requested new office equipment purchase from All Makes for MOW department, explaining the current furniture was never replaced when ENOA moved in and is needing to be replaced.

A motion was made by Pat to approve the new office equipment purchase from All Makes for the MOW department. The motion was seconded by Lisa and passed by a unanimous roll call vote.

34. Approval of travel request for Katelyn York and Maddie Cunningham to attend MOW of America Conference in Baltimore – Trish Bergman

Trish requested approval for Katelyn York and Maddie Cunningham to attend the MOW America Conference in Baltimore.

A motion was made by Pat to approve the travel request for Katelyn York and Maddie Cunningham to attend the MOW of America Conference in Baltimore. The motion was seconded by Lisa and passed by a unanimous roll call vote.

35. Approval of Volunteer Agreement with AON - Trish Bergman

Trish requested approval of the Volunteer Agreement with AON.

A motion was made by Angi to approve the Volunteer Agreement with AON. The motion was seconded by Pat and passed by a unanimous roll call vote.

36. Approval of resolution to purchase 2023 calendars – Trish Bergman

Trish requested approve to purchase 2023 calendars, the total cost of the purchase will be \$5,486.00, the purpose of these calendars is to provide home-bound clients, Rural Transportation, stipend volunteer program participants, attendees at the senior centers and Home Delivered Meals clients an easy read calendar in order to track appointments and other important information.

A motion was made by Angi to approve the resolution to purchase 2023 calendars. The motion was seconded by Lisa and passed by a unanimous roll call vote.

37. Approval of rate increase for ConnectAmerica Amendment- Trish Bergman

Trish requested approval for a rate increase for ConnectAmerica Amendment.

A motion was made by Pat to approve the rate increase for ConnectAmerica Amendment. The motion was seconded by Angi and passed by a unanimous roll call vote.

38. Approval of Enterprise Media Agreement – Trish Bergman

Trish requested approval of the Enterprise Media Agreement.

A motion was made by Lisa to approve the Enterprise Media Agreement. The motion was seconded by Angi and passed by a unanimous roll call vote.

39. Resolution of Appreciation for Jeff Reinhardt – Mary Ann Borgeson

The Chair read the Resolution of Appreciation for Jeff Reinhardt, Jeff worked for ENOA and is retiring after 33 years and 10 months. He will be greatly missed.

A motion was made by Pat to approve the Resolution of Appreciation for Jeff Reinhardt. The motion was seconded by Angi and passed by a unanimous roll call vote.

40. Director's Report – Trish Bergman

Trish reported that they made a one-time payment to ENOA staff, she also reported that June is World Elder Abuse Awareness Month.

41. Comments from the Public (please limit to 3 minutes each person)

There were no Comments from the Public.

42. Motion to Adjourn out of ENOA and enter Region 6 Behavioral Healthcare

A motion was made by Pat to adjourn out of ENOA and enter Region 6 Behavioral Healthcare. The motion was seconded by Lisa and passed by a unanimous roll call vote.

Region 6 Behavioral Healthcare

43. Mental Health First Aid (MHFA) – Crystal Fuller

- a. Review of FY 23 Training Plan and Budget
- b. Approval of Plan and Budget

Crystal reviewed the FY 23 Training Plan and Budget that was provided in the Board's packets. She stated that the plan is to continue virtual open community courses, and to also do full in-

person training. She also mentioned the want to increase Spanish MHFA trainings with new trainer capacity and targeting trainings in Cass, Dodge, and Washington Counties.

A motion was made by Pat to approve the Plan and Budget for Mental Health First Aide. The motion was seconded by Lisa and passed by a unanimous roll call vote.

44. Review of SAMHSA Emergency Grant (SEG) – Miles Glasgow

Miles reviewed the SAMHSA Emergency Grant, he stated that some of the challenges identified by providers were completing the federal assessment paperwork at intake, discharge, and post discharge and the related staff time. Providers also noted that staff training on the grant requirements and implementation issues (such as changes to intake paperwork and electronic health records) were barriers.

Miles reported some of the successes from the SAMHSA Emergency grant was that Community Alliance began an online peer support group during the pandemic which has been successful. He stated that the grant provided increased capacity for agencies to serve consumers presenting Covid-related issues. One agency noted that they would have otherwise had to turn away the consumer due to not having enough capacity without the grant.

45. Review of United Way Collaboration – Crystal Fuller

Crystal reviewed the United Way Collaboration that was provided in the Board's packets.

46. Approval of Seim Johnson FY22 Engagement Proposal – Diane Lamb

Diane reviewed and requested approval of the Seim Johnson FY22 Engagement Proposal that was provided in the Board's packets.

A motion was made by Angi to approve the Seim Johnson FY22 Engagement Proposal. The motion was seconded by Pat and passed by a unanimous roll call vote.

47. Approval of FY23 Agency Budget – Patti Jurjevich

Patti reviewed and requested approval of the FY23 Agency Budgets that were provided in the Board's packets.

48. Approval for Out of State Travel for Jennifer Determan – Patti Jurjevich

Patti requested approval for Out of State Travel for Jennifer Determan to attend the 2022 Iowa/Nebraska Homelessness Symposium: Understanding Homelessness, to be held in Des Moines, IA, on July 12-13, 2022.

A motion was made by Angi to approve the Out of State Travel for Jennifer Determan. The motion was seconded by Pat and passed by a unanimous roll call vote.

49. Approval for Chair to Sign the Fourth Quarter Budget Shifts – Patti Jurjevich

Patti requested approval for the Chair to sign the Fourth Quarter Budget Shifts.

A motion was made by Pat to approve the Chair to sign the Fourth Quarter Budget Shifts. The motion was seconded by Angi and passed by a unanimous roll call vote.

50. Approval of Emergency Budget Shift – Patti Jurjevich

Patti reviewed and requested approval of the Emergency Budget Shifts that were provided in the Board's packets.

A motion was made by Angi to approve the Emergency Budget Shifts. The motion was seconded by Lisa and passed by a unanimous roll call vote.

51. Approval of Contracts and Amendments – Patti Jurjevich

Patti recapped the requests for contracts and amendments that were in the packet for review by the Board.

A motion was made by Angi to approve the Contracts and Amendments. The motion was seconded by Lisa and passed by a unanimous roll call vote.

52. Director's Report- Patti Jurjevich

Patti recapped the normal reports that are included in the Board's packets.

53. Comments from the Public (please limit to 3 minutes each person)

There were no Comments from the Public.

54. Motion to Adjourn out of meeting.

A motion was made by Angi to recess out of Region 6 Behavioral Healthcare and enter back into Duet. The motion was seconded by Lisa and passed by a unanimous roll call vote.

A motion was made by Angi at 5:20pm that the Board along with Attorney Chris Jerram, Attorney Mark McQueen, and Debbie Herbel move into an executive session to discuss a personnel matter and labor contract negotiations and to reconvene in an open session. Motion was seconded by Lisa and passed by a unanimous roll call vote.

A motion was made by Lisa at 6:00pm that the Board along with Attorney Chris Jerram, Attorney Mark McQueen, and Debbie Herbel reconvene and re-open the meeting to the public. The motion was seconded by Angi and passed by a unanimous roll call vote. The Chair stated that no action was taken while in the executive session.

A motion was made by Angi to adjourn the meeting. The motion was seconded by Lisa and passed by a unanimous roll call vote.