

**Board of Health Meeting Minutes  
November 25, 2024**

President, Dr. Brandon Grimm, called the meeting to order at 5:30 p.m., at the Sarpy/Cass Health Department office, located at 701 Olson Dr., Papillion, NE 68046; and virtually on Zoom.

**Roll Call:** Jenny Steventon, Acting Recorder

**Roll Call States as Follows:** Angi Burmeister – not present; Autumn Sky Burns – present; Dr. Brandon Grimm – present; Angela Ling – present; Dr. Sharon Medcalf – present; Dr. Matt Neumann – not present; Kathy Roehrig – present; Dale Sharp – not present; Dr. James Watson – present.

**Staff Present:** Sarah Schram, Health Director; Jenny Steventon, Assistant Health Director, Acting Recorder

**Guest(s) Present:** Randy Hood, Lengemann and Associates; Sam Singery, CPA, Eide Bailly

Board Member Dr. Neumann arrived.

**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.

Burns moved, seconded by Roehrig, to approve the November 25, 2024, agenda as presented. Roll call states as follows: Burmeister – absent; Burns – aye; Dr. Grimm – aye; Ling – aye; Dr. Medcalf – aye; Dr. Neumann – aye; Roehrig – aye; Sharp – absent; Dr. Watson – aye.

**Approval of Meeting Minutes:**

Burns moved, seconded by Roehrig, to approve the October 28, 2024, minutes as submitted. Roll call states as follows: Burmeister – absent; Burns – aye; Dr. Grimm – aye; Ling – aye; Dr. Medcalf – aye; Dr. Neumann – aye; Roehrig – aye; Sharp – absent; Dr. Watson – aye.

Board Member Commissioner Angi Burmeister arrived.

**Approval of Action Items:**

- a. FY2024 Annual Audit – Lengemann and Associates

Dr. Neumann moved, seconded by Burns, to approve the FY2024 Annual Audit as presented. Roll call states as follows: Burmeister – aye; Burns – aye; Dr. Grimm – aye; Ling – aye; Dr. Medcalf – aye; Dr. Neumann – aye; Roehrig – aye; Sharp – absent; Dr. Watson – aye.

**Treasurer's Report:**

Dr. Neumann moved, seconded by Burns, to approve the Treasurers Report as submitted. Roll call states as follows: Burmeister – aye; Burns – aye; Dr. Grimm – aye; Ling – aye; Dr. Medcalf – aye; Dr. Neumann – aye; Roehrig – aye; Sharp – absent; Dr. Watson – aye.

**President's Report:** Nothing to report

**Director's Report:**

Schram reported on two staff anniversaries; summarized the Department's actions with the current pertussis outbreak; and provided updates to the Cass County office progress and Nebraska ARPA budget spend-down.

**Other Business:** None

**Standing Committee Reports:**

- a. Nominating Committee: Nothing to report
- b. Finance Committee: Nothing to report
- c. Policy Committee: Nothing to report
- d. Personnel Committee: Nothing to report
- e. Program Committee: Nothing to report
- f. Medical Consultant's Report: Nothing to report

**Executive Session:** None

**Next Meeting:** January 27, 2025

**Adjournment:**

Burns moved, seconded by Dr. Neumann, to adjourn the meeting at 6:13 p.m. Roll call states as follows: Burmeister – aye; Burns – aye; Dr. Grimm – aye; Ling – aye; Dr. Medcalf – aye; Dr. Neumann – aye; Roehrig – aye; Sharp – absent; Dr. Watson – aye.

**ATTEST:**

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Dr. Brandon Grimm, President  
Sarpy/Cass Board of Health

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Dr. Sharon Medcalf, Secretary  
Sarpy/Cass Board of Health