

**Three Rivers Public Health Department**  
**May 15, 2025**  
**Three Rivers Public Health Department**  
**2400 N Lincoln Avenue,**  
**Fremont, NE 68025**



### **Agenda**

- I. Call to Order: Inform the public about the location of the Open Meetings Act and that it is accessible to the public (LB 898)
- II. Roll Call
- III. The Chairperson shall request all cell phones be turned off.
- IV. Approval of Meeting Minutes
  - IV.A. February 20, 2025
- V. Old Business
  - V.A. CPA Firm (HBE) Contract Update
  - V.B. Personnel Matters
    - V.B.1. Executive Session
- VI. New Business
  - VI.A. 2025 Poverty Income Levels (federal guidelines)
  - VI.B. Three Rivers Public Health Department Building Insurance Renewals (April 16, 2025- April 16, 2026)
  - VI.C. Nebraska State Auditor Request and Response
  - VI.D. Clinic Service Vaccine Price Adjustment: MMR Vaccine (Priorix-GSK)  
Vaccine: \$108.00 (up from \$106.00)
  - VI.E. Vaccine for Children (VFC) and Adult Immunization Program Suggested Donation Increase to \$20.00 (from \$15.00): A voluntary donation of \$20.00 per vaccine is suggested to help support program sustainability.  
Note: No child or adult will be denied services due to inability to pay under these programs.
  - VI.F. New Policy and Procedures Approval
    - VI.F.1. Whistleblower/Code of Ethics
    - VI.F.2. Reduction in Force Policy/Process
      - VI.F.2.a. Executive Session
  - VI.G. Review and Approval of Updated Vacation Leave Policy (Section 7.0)
    - VI.G.1. Update to maximum accrual: 240 hours (30 days) from 320 hours
    - VI.G.2. As funding allows, an annual vacation leave buyout option of 40 hours will be added for employees with over 80 hours per year, either in June or November.

VI.H. One-Time Vacation Leave Payout for Employees Over 200 Hours

VI.H.1. Proposal to offer a one-time vacation leave payout to employees who have accrued more than 200 hours of vacation leave.

VI.H.2. Eligible employees can cash out the excess hours above 200, bringing their accrued balance down to the 200-hour level.

VI.H.3. The payout will be 100% of the employee's regular pay rate.

VI.H.4. This one-time option supports fiscal management of leave balances and employee flexibility.

VI.I. Recommendation to discontinue the Workplace Wellness Stipend benefit effective June 30, 2025, while supporting employee wellness through non-monetary programs and resources.

VII. Directors Report

VIII. Financial Report

VIII.A. July 1, 2024- March 31, 2025

IX. Public Input

X. Adjourn