

CITY-COUNTY BOARD OF HEALTH MINUTES

Board Meeting

February 28, 2024 | 7:30am

PRESENT:

Tom Overn, Chair

Dick Gulmon, Vice Chair

Ashley Horner, Health Officer/Secretary

Sarah Hansen

Via LifeSize:

Cindy Schwehr

ABSENT:

ALSO PRESENT:

Katie Beyer, Administrator

Evonne Johnson, Office Manager

CALL TO ORDER:

The Health Board meeting was called to order at 7:30 am by Tom Overn, Chair, in the CCHD conference room or by remote.

AGENDA:

Agenda was reviewed. Motion made by Dick Gulman to approve agenda as presented, seconded by Sarah Hansen. Unanimous vote, motion carried.

MINUTES:

Reviewed. Motion made by Ashley Horner to approve previous months minutes, seconded by Dick Gulman. Unanimous vote, motion carried.

DIRECTOR'S REPORT:

Katie and Meghan will be in DC for the HRSA grant reverse site visit March 4-8. Winter Show coming up we will be providing ID scanners. Working through grant spend down plans and looking at contracts to bring on a part-time assistant with data monitoring. Thanks to the Board for allowing us to close instead of waiting for the County to determine the closing. The Board feels that the administrator should be able to make that decision. Katie will work on changing the closure policy. Supported VCPD in alcohol compliance checks. SCHSC will have some of their contract and building administration to do a walk through. They have hired another full-time therapist position and are needing additional space. Also, they will have additional F/T employees in the coming years. Working through annual report for next month.

Cindy joined meeting at 7:45a.m

VOUCHERED EXPENSES:

Reviewed. Dick Gulman made a motion to approve the January/February voucherred expenses, seconded by Sarah Hansen. Unanimous vote, motion carried.

FINANCIAL REPORT:

Home Health for January is \$3,975.87 in the red. Staffing is contributing to the expenses and is being addressed. Katie Beyer noted that \$77,024.84 is unencumbered funds with a cash reserve balance of \$446,293.04 at the end of January. Dick Gulman made a motion to approve financial as presented, seconded by Sarah Hansen. Unanimous vote, motion carried.

OLD BUSINESS:

Outstanding Loan Balance

Loan for the parking lot has been paid off.

NEW BUSINESS:

Building/Grounds

Generator being upfitted in MN and will check on status of delivery and coordinating removal of old generator. Bids for doors to retrofit for a new door and retrofit southwest door with electronic swipe. Quotes were for \$26,631 total. Currently \$18,000 in the building fund and we can pull funds from unincumbered funds. Dick Gulman made a motion to move forward with proposals for work on doors, seconded by Cindy Schwehr. Unanimous vote, motion carried.

Staffing

Exploring opportunities for Kallie Gruman to work under the HRSA grant umbrella as a better skills match, in the non-social work position of Care Coordination. Would like to keep her employed here and post her position. She is currently the only person who works with the home health systems.

Behavioral Health Initiatives

We will need to try again in the fall for the Spark grant. Flavored vapes are staying on the ballot for public vote. If the ordinance goes away it opens up the local retail environment to sell other items and opening up of vape shops. Ballot language is clear, and we are working with volunteers who can promote voting and get the word out.

Environmental health brief

Working closely with Marcia Bata on various environmental health issues, including coordination with our City partners on dangerous buildings and vulnerable adults. Public Health can provide support for the City's policies and procedures through supporting documentation and Marcie's presence at inspections as needed.

Contracts

Deconess Center of Northwood have PT and OT working with sensory needs. Our clinic is not sensory friendly, and we have someone coming into the office to assess our office and give us staff training on how to deal with this. She will assess in March and will come back in April to train. This is a 10-hour contract for \$900. We received a \$1,000 community donation from the Sheyenne Valley Community Foundation to make any changes.

Workforce safety change, medical examination for FT firefighters and law enforcement. They were wondering if CCHD can complete those. We feel we may have the capacity to do this. There are 15 individuals that would need this done. We will explore an agreement with the city, with guidance from Dr. Horner.

Other

ADJOURNMENT:

With no further business before the Board, the meeting was adjourned at 8:32 am.

Next monthly meeting: Wednesday, March 27th at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary