

CITY-COUNTY BOARD OF HEALTH MINUTES

Board Meeting

July 26, 2023 | 7:30am

PRESENT:

Tom Overn, Chair
Sarah Hansen
Cindy Schwehr

Dick Gulmon, Vice Chair
Chelsea Traverse, Health Officer/Secretary
Ashley Horner

ABSENT:

ALSO PRESENT:

Theresa Will, Administrator
Katie Beyer, Deputy Director

Evonne Johnson, Office Manager
Dr. Ashley Horner

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 Chelsea Traverse to approve agenda Seconded by Sarah Hansen. Unanimous vote, motion carried.

MINUTES:

Reviewed. Motion made by Chelsea Traverse to approve previous months minutes, Seconded by Sarah Hansen. Unanimous vote, motion carried.

DIRECTOR'S REPORT:

Reviewed. Vogal Law bill for \$712 for 1.9 hours for working through Health Equity employee issues.

VOUCHERED EXPENSES:

Reviewed. Upgrading and replacing some computers. Amount of \$3,603 to Healthy Families ND to see people in our region, saw 10 families and 29 visits last month. Seeing families in Dicky, Stutsman and Barnes counties. Chelsea Traverse made a motion to approve the June/July vouchered expenses, seconded by Sarah Hansen. Unanimous vote, motion carried.

FINANCIAL REPORT:

Home Health is \$28,561 in the red, \$5,874 in red for the month of June. Continue to see what we can do to bring that around. Will noted that \$489,791.04 is unencumbered funds with a cash reserve balance of \$752,005.14 at the end of June.

Income is at 52% and Expenses is at 42%. Paying partial installments to KLJ as invoices are received. Had a construction meeting with KLJ and contractors and they have been onsite monitoring progress.

Loan has been set up and ready to go for \$135,000 for parking lot and then plan to pay it off at the end of the year when we know where we are at with financials. Concerns with north doors, should be replaced with crash bar style doors. Motion made by Chelsea Traverse to approve the financial reports, seconded by Sarah Hansen. Unanimous vote, motion carried.

OLD BUSINESS:

Facilities update; parking lot, generator

Parking lot should be done in a month or so. Butler will buy old generator for \$7,000 and resell for possibly \$9,000 to \$10,000. We will need to purchase a separate service agreement for the new generator. Motion made by Chelsea Traverse to sell generator to Butler for \$7,000, seconded by Sarah Hansen. Unanimous vote, motion carried.

Environmental Health Update

Have not heard anything from States Attorney regarding Deigel property soil samples. Theresa picked up dead bat from Children's Center and sent it into the state. They did find additional bats at the center. No concerns from the lab of any disease.

2024 Budget

Changes were made from 5% to 4% Budget with increase in salary and Katie Beyer hourly rate to \$50/hour at the beginning of the year. We had requested \$480,000, decreased to \$457,000 the actual mill rate for 5 mils. Katie is budgeted 40 hours a week to grants currently. New budget is for 12 hours a week. Budget puts us \$28,489 in the red. Motion made by Chelsea Traverse to approve the 2024 Budget, seconded by Sarah Hansen. Unanimous vote, motion carried.

Jail Health Services

We need to have a 40/hour week position dedicated to the jail. Was brought to the County Commission and waiting for their decision. The federal inmates have far more medical issues to deal with. Current nurses are not interested in the position, we have started to advertise for the position. Position will be 8am-5pm Monday through Friday and inmates would go to ER outside of those hours. Currently our nurses are not required to be on call.

Dick Gulman entered the meeting at 8:00 am. Dick commented that the City Commission approved a 3% increase for the CCHD 2024 Budget.

NEW BUSINESS:

Sponsorship; Out of Darkness Walk, October 8. Association for Suicide Prevention

Would like to use \$1,000 HE funds to sponsor Out of Darkness Walk for Suicide Prevention. Motion made by Chelsea Traverse to approve the donation, seconded by Sarah Hansen. Unanimous vote, motion carried.

Bench estimate and approve honorary plaque for Buhrs

Theresa has ordered a bench to place on South side of building and have a dedication for Dr. Burh and Sharon Burh that have committed so much to PH. A quilt has been made from all of the On the Move t-shirts over the years. Would like to have the Board present at a dedication ceremony. Bill Carlblom as

County Commission Chair and Mayor Dave Carlsrud to invite them as well to present at the dedication. Will be held on September 13th, starting at 4pm with the dedication at 5pm and end at 6pm.

Dr Chelsea Traverse last meeting. Thank you for all her time serving on the board.

ADJOURNMENT:

With no further business before the Board, the meeting adjourned at 8:15 am.

Next monthly meeting: Wednesday, August 23th at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Chelsea Traverse, Secretary