

CITY-COUNTY BOARD OF HEALTH MINUTES

Board Meeting

June 26, 2024 | 7:30am

PRESENT:

Dick Gulmon, Vice Chair

Sarah Hansen

Ashley Horner, Health Officer/Secretary

Via LifeSize:

Cindy Schwehr

Tom Overn, Chair

ABSENT:

ALSO PRESENT:

Katie Beyer, Administrator

Evonne Johnson, Office Manager

Rose Knutson, Finance

Alicia Hoffarth

CALL TO ORDER:

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

AGENDA:

Agenda was reviewed. Motion made by Ashley Horner 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 Sarah Hansen. Unanimous vote, motion carried.

DIRECTOR'S REPORT:

May was a positive vote on prohibiting sale of flavored vapes. Compliance checks have found flavored vapes are still being sold in Valey City. Pursue language of ordinance and follow up with city on ordinance. Closing out Maternal Child Health Grant. Breastfeeding is on our focus to get certified in education. Lactation tent is out during community events and will be available to check out for use. Grant for Behavioral Health has \$122k carry over from first year. Behavioral Health care in our community is a struggle.

Sensory training promoting during immunizations in office and in the community. Equipment was purchased through community donation. Office to be updated with paint and furniture through grant dollars. Meghan has been working with PD on compliance checks. Will be purchasing 3rd ID screener. Law Enforcement and Fire Department are getting cholesterol checks with to be in compliance with WSI regulations. Continue to work through assessment on Home Care and budget.

VOUCHERED EXPENSES:

Reviewed. Ashley Horner made a motion to approve the May/June voucherred expenses, seconded by Sarah Hansen. Unanimous vote, motion carried.

FINANCIAL REPORT:

Home Health for January is \$25,330.22 in the red. Katie Beyer noted that \$617,701.53 is the account balance with a cash reserve balance of \$309,601.50 at the end of May. Sarah Hansen made a motion to approve financials as presented, seconded by Ashley Horner. Unanimous vote, motion carried.

OLD BUSINESS:

Building/Grounds

- SCHSC – Working on quotes for 2 new office spaces in our old storage space. Katie has sent a proposal; they are now anticipate adding 5 offices.
- Tree on neighboring property is a dangerous concern. We have received quotes for trimming and removing; \$800 to trim and \$2700 to remove it. Board is okay to go ahead and offer trimming.
- Dale is working on mowing as he can with construction.
- Generator has been paid for, waiting for them to remove it from our parking lot.

Behavioral Health Initiative Brief

Tobacco – vaping issue will be put on the City Commission agenda

Behavioral Health grant – working on systems of care and how we can improve as a community.

NEW BUSINESS:

2025 Budget Considerations

Draft will be brought next month, would like to see 4% for employee wage increases.

Programs will combine administrative, and all that is Public Health. In 2023 there was \$32,253.68 in write offs for uncollectable accounts in our immunization program.

Deficit budget of \$79,044 based on 4% increase. Alicia Hoffarth and Rose Knutson have been working on categorizing as either Public Health Programs, Home Health or Building and time and effort tracking. HRSA grant is supportive of many Public Health operations. Deficit can be made up with cash reserve and may need to adjust other areas such as building or administration. Dick would like to see some more work on it to get a balanced budget for 2025.

Environmental Health – Marcie Bata – start here 7:30 am

Septic complaint in Rogers. Installed system in Sept 2023 without permit. Received installation information and it is not meeting regulations. Motion made by Ashley Horner to send out a certified letter, seconded by Sarah Hansen. Unanimous vote, motion carried.

Marcie addressing property issues regarding permits, licensed contractors, soil samples, etc.

Other

ADJOURNMENT:

With no further business before the Board, the meeting was adjourned at 8:36 am.

Next monthly meeting: Wednesday, July 24th at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary