



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

Direct Line (507) 766-3531
Fax Number (320) 864-1484

MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD **McLeod County Health & Human Services, 1805 Ford Ave NW, Glencoe MN** **January 14th, 2015**

Board Members

| | | |
|--------------------------|---------------------------|---------------------------|
| Beth Oberg.....present | Ron Shimanski.....present | Jim Swanson.....present |
| Bryan Larson.....present | Joe Nagel.....present | Bill Pinske.....present |
| Mike Huberty.....absent | Sheldon Nies.....absent | Gary Kruggel.....present |
| Dale Fenrich.....present | Paul Wright.....absent | Joy Cohrs.....present |
| Mike Housman.....present | Doug Krueger.....present | Bobbie Harder.....present |

Staff Present

| | | |
|--------------------------|------------------------------|------------------------------|
| Diane Winter.....present | Kathy Nowak.....present | Allie Freidrichs.....present |
| Vicki Stock.....present | Rachel Fruhwirth.....present | Colleen Robeck....present |

Guests

Mary Bachman- Sibley County Public Health Department; Jean Johnson, McLeod County Public Health Department; Anne Dybsetter, University of Minnesota Extension; Linda Senst, McLeod County Public Health Department

Meeting called to order by Joy Cohrs, Sibley County Commissioner. Welcome and Introductions

- 1. Preference for CHB agenda materials**
- 2. Additions to the Agenda-** 1) discussion of McLeod County Public Health Director retirement. 2) Email request for Healthy Homes Team Leader item to also address Approval of agenda
Motion by Bill Pinske, seconded by Ron Shimanski and carried.
- 3. Approval of October 9,2014 meeting minutes**
Approval of minutes of meeting on 7-10-14
Motion by Mike Housman, seconded by Beth Oberg and carried.
- 4. Election of Officers 2015 Officers**
Motion by Mike Housman and seconded by Beth Oberg to nominate Ron Shimanski as chair of CHB for 2015. Motion by Jim Swanson and seconded by Bill Pinske to close nominations, motion carried.
Motion by Mike Housman and seconded by Dale Fenrich to nominate Beth Oberg as vice chair, carried.
Motion by Bill Pinske and seconded by Jim Swanson to nominate Bobbie Harder as secretary, motion carried.
- 5. Fiscal Officers Report-Colleen Robeck**
Colleen Robeck presented the statement of receipts and disbursements. 2014 Statement of Receipts and Disbursements reviewed and discussed.
Motion by Joy Cohrs to approve the report as presented; seconded by Bryan Larson and carried.



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- 6. Appoint Fiscal Officer for 2015**
Cindy Schultz
Motion by Ron Shimanski, seconded by Bill Pinske and carried.
- 7. State Community Health Services Advisory Committee (SCHSAC) Report-Allie/Joy**
The State Community Health Services Advisory Committee (SCHSAC) advises, consults with, and makes recommendations to the Commissioner of Health on matters relating to the development, funding, and evaluation of community health services in Minnesota.
Allie reviewed Take Home points from the December 2014 SCHSAC meeting.
- 8. Appoint SCHSAC Representative and Alternate**
Joy Cohrs nominated Allie Freidrichs for SCHSAC Representative and nominated Dale Fenrich as alternate. After discussion, motion amended to appoint Dale Fenrich as the SCHSAC Representative and Allie Freidrichs as the alternate.
Motion by Joy Cohrs, seconded by Ron Shimanski carried.
- 9. Appoint CHB Representative to the Healthy Communities Leadership Team (HCLT).**
Motion by Mike Housman to appoint Beth Oberg as the CHB Representative for 2015; seconded by Joy Cohrs and carried.
- 10. Appoint Legal Representative for MMS CHB**
Motion by Jim Swanson to reappoint Mike Junge as MMS CHS legal representative, seconded by Joe Nagel motion carried.
- 11. Conflict of Interest Policy to be completed and signed.** Please hand into Kerry Ward at McLeod County to keep on file.
- 12. Request for approval of Authorized Agent, CHS Director, Deputy Director**
Motion by Bill Pinkse to approve the Resolution appointing Allie Freidrichs as the CHS Director, and Diane Winter as Deputy Director for 2015; seconded by Mike Housman and carried
- 13. Review CHS budget**
The Board reviewed the MCH, TANF, LPHG breakdown allocation formula. Reasons for allocation formula were not clearly defined. It was decided to form a subcommittee to re-evaluate formula allocation. The subcommittee will consist of one commissioner from each county and the CHS Director. The commissioners volunteering to be on the subcommittee include: Mike Housman, Joe Nagel and Bobbie Harder.
Motion by Mike Houseman to approve development of subcommittee and volunteer membership and seconded by Dale Fenrich – carried

Approval of 2015 CHS Budget Motion by Beth Oberg, seconded by Dale Fenrich and carried.
- 14. Discussion of the process for budget setting, performance evaluations and staff salary/health benefit setting.** CHB has requested that performance evaluations be completed in order to set staff salary and benefits. The budget subcommittee will review



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process and develop a new budget setting process to be implemented with 2016 budget setting process.

15. Performance evaluation has been done 1-14-2015 for Allie Freidrichs, CHS Director.

Joy Cohrs and Ron Shimanski provided the Performance Evaluation and shared their thoughts. Motion by Bill Pinske was to increase CHS employees by 2% plus 20 cents and increase Employer Health Insurance Contribution by \$15 month for single and \$40 month family and seconded by Joe Nagel, motion carried

16. A review was given regarding upcoming 2015 legislative session which included LPHA Platform Priorities and AMC Platform Priorities. Factsheets were provided. CHS Director encouraged board to advocate for local public health with state legislators.

17. Administrative Items

- a) Approval of contract with MDH for Perinatal Hep B 12-1-14 to 9/30/18. Amount determined by work completed, each county invoices
- b) Approval of contract with MDH for Healthy Homes from 11/13/14-06/30/17 total amount of \$120,000 with a breakdown of \$40,000 per year. Motioned by Jim Swanson to approve items a, b, and Seconded Bryan Larson, motion carried
- c) Approval of contract with Rhonda Buerkle from 1-1-15 to 12-31-15 at a rate of \$41/hour for various hours under the SHIP grant. Mileage will be reimbursed at the federal mileage rate.
- d) Approval of contract with Jessica Remington for three-county WIC Coordinator for 1/1/15- 12/13/15 Motion by Doug Krueger for continuation of contracts item until April 30, 2015 with Rhonda Buerkle and Jessica Remington, seconded by Bobbie Harder, motion carried.
- e) Approval of contract with Allie Freidrichs for CHS Administrator for 1/1/15-12/31/2015. Motion made by Mike Houseman to extend contract with Allie Freidrichs till April 30, 2015, seconded by Ron Shimanski ,motion carried

CHB requested to review personnel contracts before approval. Will readdress at April CHB meeting.

18. Review of October 8th CHB meeting date, conflict with annual Community Health Services conference. October 15th, 2015 is the reschedule date, location at the McLeod County Solid Waste Building. Motioned by Bill Pinske and seconded by Bryan Larson and carried.



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19. Team Lead compensation discussion

Ilene Nelson was appointed as Healthy Homes Team Lead with \$1.00 hour compensation. Motion made by Dale Fenrich to appoint Ilene Nelson as Healthy Homes Team Leader and to receive \$1 hour compensation, seconded by Beth Oberg, motion carried.

20. Presentation from Ann Dybsetter, Extension Educator from U of M Extension-Food Charter.

Anne led an open discussion with the board. Board offered input on the implementation of the Food Charter work in MMS. Handouts and PowerPoint Presentation were given.

21. Discussion about McLeod County Public Health Director and how to transition after retirement.

McLeod extended an invitation to Meeker to discuss possibly sharing public health director services. A subcommittee was formed. Members include: Ron Shimanski and Joe Nagel from McLeod, Dale Fenrich and Beth Oberg from Meeker, Sibley was invited but no members identified at this time. Meeker and McLeod county administrators and human resource directors were also included as members. First meeting will be determined.

22. Adjourn Motion by Bryan Larson to adjourn at 11:35 AM; seconded by Mike Houseman and carried.

Bobbie Harder, Secretary

Attachments:

NEXT MEETING: *Thursday, April 9th, 2015, 9:00 AM to 11:00 AM*
McLeod County Solid Waste Management Facility, Hutchinson

2015 Meeting Dates

- Thursday, July 9th 9-11
- Thursday October 15th 9-11
(NEW DATE)