

## MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

McLeod County North Complex Large Conference Room  
2391 Hennepin Avenue North  
Glencoe, MN 55336

January 14<sup>th</sup>, 2016

9:00-10:30

### Agenda

1. Meeting called to order
2. Welcome and Introductions
3. Additions to the Agenda
4. Approval of October 15<sup>th</sup> 2015 meeting minutes
5. CHB Packets – Electronic versions
6. Election of Officers
  - a. Current 2015 Officers
    - Chair -Ron Shimanski (McLeod)
    - Vice Chair – Beth Oberg (Meeker)
    - Secretary – Bobbie Harder (Sibley)
7. Fiscal Officers Report-Colleen Robeck
8. Appoint Fiscal Officer for 2016
9. Approval of State Auditor Engagement Letter
10. State Community Health Services Advisory Committee (SCHSAC) Report
11. Appoint SCHSAC Representative and Alternate
12. Appoint CHB Representative to the Healthy Community leadership Team (HCLT)
13. Appoint Legal Representative for MMS CHB
14. Conflict of Interest Policy to be completed and signed (enclosed)
15. Request of approval of Authorized Agent, CHS Director, Deputy Director
16. Review and Discuss Performance Management progress reports
17. Accreditation Update PowerPoint – Kerry Ward – MMS CHS Accreditation Coordinator
18. Authorities, Duties, and Responsibilities of a Community Health Service – Dee Finley-MDH

19. Recommendation from the Integration Subcommittee Meeting – meeting minutes attached

a. Approval for consultant

20. Review and Approval of the CHS Budget

21. Administrative Items

a) Approval of contracts

a. *Approval of contract with Rhonda Buerkle from 1-1-16 to 12-31-16 at a rate of \$42/hour for various hours for Community Health Assessment and Community Health Improvement Plan. Approximately 10hrs/wk. Mileage will be reimbursed at the federal mileage rate.*

*10:30 to 12:30: Presentation (open to County Staff) by Janet Yeats, Director of Program, The Hoarding Project Chair, MN Hoarding Task Force*

Adjourn

Attachments:

- October 2015 Meeting minutes
- Conflict of Interest Statement
- Authorized Agent Resolution
- Performance Management Update
- Authorities, Duties, and Responsibilities Handout
- Integration Subcommittee Meeting Minutes
- CHS Budget for 2016

2016 Meeting Dates  
January 14<sup>th</sup> 9-11 at North  
Complex Glencoe  
April 14<sup>th</sup> 9-11:  
July 14<sup>th</sup> 9-11  
October 13th 9-11  
Large Conference Room  
McLeod Solid Waste Bldg



**Public Health**  
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**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 Meeting Minutes**

**Thursday, October 15th, 2015**

**McLeod County Household Hazardous Waste Building, Hutchinson**

### **Board Members**

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

### **Staff Present**

Diane Winter.....present	Jennifer Hauser.....present	Allie Freidrichs.....present
Vicki Stock.....present	Rachel Fruhwirth.....present	Colleen Robeck.....absent

Guests Sue Abderholden, MPH, Executive Director of NAMI

**Meeting called to order by Ron Shimanski, McLeod County Commissioner.**

- Welcome and Introductions- A big WELCOME to Jennifer Hauser the new McLeod County Public Health Director!**

**Additions to the Agenda-** additional contracts to discuss during agenda item #11.  
Motion by Bill Pinske, seconded by Mike Huberty and carried.

- Approval of July 9<sup>th</sup>, 2015 meeting minutes** Motion by Beth Oberg, seconded by Mike Huberty and carried
- Fiscal Officers Report-Colleen Robeck** Allie reviewed CHS 2015 Statement of receipts and disbursements as of September 30, 2015. Motioned to approved Bill Penske, seconded by Doug Krueger and carried.
- Discussion on Draft Budget** Draft 2016 CHS budget and LPHA, TANF and MCH allocation budget reviewed. Errors were identified. Will work with McLeod County Auditor staff Colleen Robeck to address errors. Discussed various funding formulas for grants and differences in allocation based on grant specifics.
- Update on CHS Integration** A brief recap of the meeting with Sandy Tubbs and Sharon Braten from Horizon was provided. Sandy and Sharon provided a lot answers and insight based on their integration process. Based on this discussion MMS CHS can consider revising timeline of integration. Discussed having each county pass a resolution stating support of exploration of full integration. Template of resolution was provided by Sandy and Sharon. Resolution approval will be put on upcoming board meetings.
- Updates**  
Allie reviewed handout Community Health Board Updates October 15, 2015. (See attachment).



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- Community Health Assessment Process- Hospitals are due in 2016.
- Community Opinion Survey- Commented on paper copy option and the need for staff to disseminate.
- Customer Satisfaction Survey
- Healthy Communities
- Performance Management- staff continue to work toward objectives, tweaking as necessary
- Strategic Plan- will be revising strategic plan in 2016

### **7. Data Sharing**

Allie reviewed MMS Data book highlighting some interesting points of data. This workbook showcase results from the community health behavior survey that was disseminated in October of 2014. The Hutchinson Leader wrote an editorial on Binge Drinking based on the results of this survey. Will continue to use this data to guide policy decision and implementation of best practices in public health. This data book is on the CHS website.

Also reviewed the 2014 PPMRS report. MMS CHS fell slightly in ranking for the national standards. This was because the questions were based on the 1.5 Version of the national standards and MMS CHS is still working on 1.0 version. Highlighted achievement: increase in QI maturity score. Also highlighted area of improvement needed: immunization rates.

### **8. Update on Accreditation Next Steps**

Kerry Ward, Accreditation Coordinator provided information on next steps for accreditation. Site visit is scheduled for January 26 and 27<sup>th</sup>. There is a required meeting with the Community Health Board. All board members are invited to attend. Staff will be reaching out for personal invites to assure we have attendance at this meeting. A

### **9. Administrative Items**

#### **a) Approval of contracts:**

- i. Joanne Moze –Missing information on hourly rate.  
Motion made by Mike Housman to approve contract once hourly rate was added seconded by Beth Oberg, carried.

- ii. Follow Along Program
- iii. Heb B and IPI visits- amendment
- iv. Women, Infants and Children (WIC) – Peer Breastfeeding Grant
- v. Statewide Health Improvement Program (SHIP)
- vi. Child and Teen Checkup –amendment
- vii. Temporary Assistance for Needy Families (TANF)

Items ii- vii were approved together. Motion by Bill Pinske, seconded by Bryan Larson and carried.



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**Presentation** Sue Abderholden, MPH, Executive Director of NAMI Minnesota presented information about mental health and stigma. Followed by additional information on the work of the local mental health subcommittee.

### **Adjourn**

#### **Attachments:**

- Draft Budget
- July 2015 Meeting minutes
- Updates Document
- Performance Management Report
- MMS Data Book Introduction Document
- PPMRS Report
- Joanne's contract

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Adjourn- Motioned by Joy Cohrs Motion Carried.

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Bobbie Harder, Secretary

#### 2015 Meeting Dates

January 14<sup>th</sup> 9-11:40

April 9<sup>th</sup> 9-11:30

July 9<sup>th</sup> 9-11

October 15<sup>th</sup> 9-11(new date)

**Conflict of Interest Policy**  
**Meeker-McLeod-Sibley Community Health Services**

An official shall not engage in any official duties, private enterprise, participate in any professional activity or perform any act or service during or outside their official duties with the Community Health Services, which would affect the official's ability to perform the normal duties and responsibilities of their position, or which is adverse to the interests of Meeker-McLeod-Sibley Community Health Services. In determining whether such outside official duties or activities for private gain constitute a conflict of interest with public duties, or are inconsistent or incompatible with the public official duties, the following shall be considered;

1. The performance of an act in other than the capacity as an official which may later act directly to the control, inspection, review, audit or enforcement by said official for the Community Health Services is prohibited
2. The use of Community Health Services time, facilities, equipment and supplies or the badge, uniform, prestige or influence of Community Health Services official duties for private gain.
3. Receipt or acceptance by the official of any money or other consideration from anyone other than the Community Health Services for the performance of an act which the official would be required or expected to perform in the regular course of the official's official duties, or as part of their duties as an official.
4. Officials participating in compensated or non-compensated activities/volunteer work are encouraged to continue in such participation. If an official is participating in any compensated or non-compensated activity that may cause a conflict, the official should discuss the potential conflict with the Community Health Board, whose decision shall be final.
5. Failure to follow this policy by the Community Health Services Coordinator or Fiscal Officer may result in termination of the contract between the Community Health Board and the Coordinator or Fiscal Officer.
6. The Meeker-McLeod-Sibley Community Health Services Conflict of Interest Policy shall be reviewed yearly by the Elected Officials of the Community Health Board, the Community Health Services Coordinator and Fiscal Officer. The Original Statement of Conflict of Interest shall be signed yearly by the Elected Officials of the Community Health Board, the Community Health Services Coordinator and Fiscal Officer.

Approved 12-14-98  
Meeker-McLeod-Sibley Community Health Board

## Original Statement of Conflict of Interest

Local Official for Meeker-McLeod-Sibley Community Health Services

### Instructions

- This statement must be completed by each local official and it must be signed and dated. The signature indicates that the official understands and agrees to the Meeker-McLeod-Sibley Community Health Services Conflict of Interest Policy.
- This signed statement must be submitted to the Community Health Services Director within 80 days of the commencement of official duties.
- This statement may not be filed electronically.
- All information on this statement is public information.
- It is unlawful to use this information for commercial purposes.
- Questions regarding the content and/or purpose of this statement should be addressed to the Meeker-McLeod-Sibley Community Health Services Coordinator.

### Local Official

Name	Title of office held
Government Unit	Daytime phone
Street/PO Box	
City, State, ZIP	
Occupation	Principal place of business

### Period Covered

\_\_\_\_\_, 20\_\_\_\_ to \_\_\_\_\_, 20\_\_\_\_

### Certification

I, \_\_\_\_\_, *( print or type name )* certify that I have read, understand, and agree to the Meeker-McLeod-Sibley Community Health Services Conflict of Interest Policy, and I am aware of no current conflict of interest with my current official position. I agree to inform the Meeker-McLeod-Sibley Community Health Board if any potential conflict of interest should arise.

\_\_\_\_\_  
Signature of Local Official

\_\_\_\_\_  
Date

Any person who signs and certifies a statement to be true, but knows the statement contains false information, or who knowingly omits required information, is guilty of a gross misdemeanor.

**RESOLUTION**  
**Meeker-McLeod-Sibley Community Health Board**

The Meeker-McLeod-Sibley Community Health Board by virtue of its authority under Minnesota Statutes 145A, in accordance with the Board's Operating Procedures, and by this Resolution of the Board adopted at a scheduled meeting on January 9, 2014, hereby appoints and authorizes the following persons to act on the Board's behalf and bind the board for the following purposes(s):

- A. To serve as the Board's authorized agent according to MN Statutes 145A, in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating that information to the Board, as well as providing information to the Commissioner on the Board's behalf.
- B. To sign and execute, on behalf of the Board, contracts for funding and other administrative items under the following grant contracts administered by the Commissioner of Health or other granting agencies:
- Local Public Health Grant
    - Maternal and Child Health Formula Special Project Grant (MCH) (MDH)
    - TANF Home Visiting (MDH)
  - Special Supplemental Food Program for Women, Infants, and Children (WIC) (MDH)
  - Family Planning Special Project Grant (FPSPG) (MDH)
  - Child and Teen Check-ups Administrative Services, (DHS)
  - Public Health Emergency Preparedness Grant (MDH)
  - Project Harmony-DHS
  - Immunization Grant – MDH
  - Health Disparities Grant – MDH
  - Newborn Hearing Screening - MDH
  - Statewide Health Improvement Grant – MDH
  - Healthy Homes
  - Other grants/contracts and budgets

**Name:** *Allie Freidrichs, Director*  
**Address:** Meeker-McLeod-Sibley Community Health Services  
1805 Ford Ave SW Suite 200  
Glencoe, MN 55336  
**Telephone:** (W): (507) 766-3531

**Name:** *Diane Winter, Deputy Director*  
**Address:** Meeker-McLeod-Sibley Community Health Services  
Meeker County Public Health  
114 N. Holcombe Ave  
Litchfield, MN 55355  
**Telephone:** (W): (320) 693-5370

This resolution authorizes the above-referenced appointees to act on behalf of, and bind, the Board to the extent, and for the purposes, indicated in this Resolution.

Signed: \_\_\_\_\_

01-14-2016

Chairperson, Community Health Board

Date





# Minnesota Local Public Health Act

## Summary of 145A

This document summarizes the Minnesota Local Public Health Act (MS 145A). This document is not a comprehensive summary of all public health mandates or authorities. The statute language can be found on the Web site of the MN Office of the Revisor of Statutes: <https://www.revisor.mn.gov/statutes/?id=145A>. This document is not a substitute for the advice of your jurisdiction's legal counsel.

Statute Section	Summary
<a href="#"><u>145A.01</u></a> CITATION	May be cited as the "Local Public Health Act"
<a href="#"><u>145A.02</u></a> DEFINITIONS	<ul style="list-style-type: none"> <li>◆ Areas of public health responsibility</li> <li>◆ City</li> <li>◆ Commissioner</li> <li>◆ Community health board</li> <li>◆ Community health services</li> <li>◆ Community health services administrator</li> <li>◆ Community health service area</li> <li>◆ County board</li> <li>◆ Essential public health services</li> <li>◆ Local health department</li> <li>◆ Performance management</li> <li>◆ Performance measures</li> <li>◆ Population</li> <li>◆ Public health nuisance</li> <li>◆ Public health nurse</li> </ul>
<a href="#"><u>145A.03</u></a> ESTABLISHMENT AND ORGANIZATION	<ul style="list-style-type: none"> <li>◆ County <b>must</b> take on the responsibility of a CHB or join a CHB.</li> <li>◆ <b>Must</b> include 30,000+ within its jurisdiction or be composed of 3 or more counties.</li> <li>◆ CHB or 402 Board <b>may</b> assign the powers and duties to a human services board.</li> <li>◆ A county <b>may</b> establish a joint community health board by agreement with one or more contiguous counties, or an existing city CHB may establish a joint CHB with one or more contiguous existing city CHBs in the same county in which it is located.</li> <li>◆ The CHB <b>must</b> have at least 5 members and <b>must</b> elect a chair and vice-chair and <b>must</b> hold at least 2 meetings per year.</li> <li>◆ CHBs meeting these requirements are eligible for the local public health grant.</li> </ul> <p><b>Resources:</b> Chapter 402. Human Services Boards: <a href="https://www.revisor.mn.gov/statutes/?id=402">https://www.revisor.mn.gov/statutes/?id=402</a></p>
<a href="#"><u>145A.04</u></a> POWERS AND DUTIES OF COMMUNITY HEALTH BOARD	<p>Subd. 1:</p> <ul style="list-style-type: none"> <li>◆ Develop and maintain a system of community health services.</li> <li>◆ Enforce laws, regulations and ordinances pertaining to its powers and duties within the jurisdiction.</li> <li>◆ <b>Must</b> identify local public health priorities and implement activities to address the priorities in the areas of public health responsibility.</li> <li>◆ <b>Must</b> complete an assessment of community health needs and develop a community health improvement plan; seek community input on health issues and priorities; establish priorities based on community needs.</li> <li>◆ <b>Must</b> implement a performance management process in order to achieve desired outcomes.</li> <li>◆ <b>Must</b> annually report to the commissioner on a set of performance measures and be prepared to provide documentation of ability to meet the performance measures.</li> </ul> <p>Subd. 2:</p> <ul style="list-style-type: none"> <li>◆ <b>Must</b> appoint, employ or contract with a CHS administrator to act on its behalf. This individual must meet personnel requirements established for CHS Administrator.</li> <li>◆ <b>Must</b> appoint, employ or contract with a medical consultant to ensure appropriate medical advice and direction for the CHB.</li> </ul> <p>Subd. 3: <b>May</b> employ personnel.</p> <p>Subd 4: <b>May</b> acquire property, accept gifts and grants or subsidies and establish and collect reasonable fees. Access to services must not be denied due to inability to pay.</p> <p>Subd 5: <b>May</b> contract to provide, receive or ensure provision of services.</p>

	<p>Subd 6:</p> <ul style="list-style-type: none"> <li>◆ <b>Must</b> make investigations and reports and obey instructions of the Commissioner of Health to control communicable diseases.</li> <li>◆ <b>Must</b> participate in planning for emergency use of volunteer health professionals through the Medical Reserve Corps (MRC).</li> </ul> <p>Subd. 7: <b>May</b> enter a building for inspection.</p> <p>Subd. 8: <b>Must</b> remove or abate public health nuisances.</p> <p>Subd. 9: <b>May</b> seek an injunction to enjoin the violation of statute, rule or ordinance.</p> <p>Subd 10: Prohibited to hinder CHB, county or city from entering building where enforcement is necessary.</p> <p>Subd 11: <b>Cannot</b> neglect to enforce.</p> <p>Subd 12: <b>Does not</b> limit powers outlined in other laws.</p> <p>Subd 13: <b>May</b> recommend legislation.</p> <p>Subd 14:</p> <ul style="list-style-type: none"> <li>◆ <b>Must</b> ensure equal access to services.</li> <li>◆ <b>Must</b> not deny services because of inability to pay.</li> </ul> <p>Subd. 15: <b>May</b> appoint a member to SCHSAC.</p> <p><b>Resources:</b></p> <p>Community Health Assessment: <a href="http://www.health.state.mn.us/divs/opi/pm/lphap/">http://www.health.state.mn.us/divs/opi/pm/lphap/</a></p> <p>Performance Management: <a href="http://www.health.state.mn.us/divs/opi/qi/">http://www.health.state.mn.us/divs/opi/qi/</a></p> <p>CHS Administrator Handbook: <a href="http://www.health.state.mn.us/divs/opi/gov/chsadmin/">http://www.health.state.mn.us/divs/opi/gov/chsadmin/</a></p> <p>Medical Consultant: <a href="http://www.health.state.mn.us/divs/opi/gov/medconsultants/">http://www.health.state.mn.us/divs/opi/gov/medconsultants/</a></p>
<a href="#">145A.05</a> LOCAL ORDINANCES	<ul style="list-style-type: none"> <li>◆ A county board <b>may</b> adopt ordinances related to: <ul style="list-style-type: none"> <li>○ Regulate actual or potential threats to the public health.</li> <li>○ Animal control.</li> <li>○ Control of unwholesome substances.</li> <li>○ Regulation of waste.</li> <li>○ Regulation of water.</li> <li>○ Regulation of offensive trades.</li> <li>○ Control of public health nuisances.</li> <li>○ Establishing a curfew.</li> <li>○ Administer or enforce duties delegated by the commissioner of health.</li> </ul> </li> <li>◆ Cities and towns may adopt ordinances relating to public health, but they <b>must not</b> conflict with or be less restrictive than those adopted by the county board.</li> </ul>
<a href="#">145A.06</a> COMMISSIONER; POWERS AND DUTIES	<p>This section outlines the powers and duties of the commissioner of health. This is in addition to the duties outlined in other laws. This includes:</p> <ul style="list-style-type: none"> <li>◆ Supervision of local enforcement</li> <li>◆ Assistance to community health boards</li> <li>◆ Personnel standards</li> <li>◆ Assistance to boards of health</li> <li>◆ Deadly infectious diseases</li> <li>◆ System-level performance management</li> <li>◆ Health volunteer program</li> <li>◆ Commissioner requests for health volunteers</li> <li>◆ Volunteer health practitioners licensed in other states</li> </ul>
<a href="#">145A.61</a> CRIMINAL BACKGROUND STUDIES	<p>This section outlines the commissioner of health's authority to conduct criminal background studies on MRC volunteers.</p>
<a href="#">145A.07</a> DELEGATION OF POWERS AND DUTIES	<ul style="list-style-type: none"> <li>◆ The commissioner of health <b>may</b> enter into delegation agreements with the CHB to perform certain licensing, inspection, reporting and enforcement duties.</li> <li>◆ A CHB <b>may</b> authorize a city or county within in jurisdiction to carry out the activities of a CHB. This agreement must be approved by the commissioner of health.</li> </ul>
<a href="#">145A.08</a> ASSESSMENT OF COSTS; TAX LEVY AUTHORIZED	<ul style="list-style-type: none"> <li>◆ <b>May</b> assess and recover costs for care to control disease or enforcement actions.</li> <li>◆ A city council or county board that has formed or is a member of a CHB <b>may</b> levy taxes to pay the cost of performing its duties.</li> </ul>

<a href="#"><u>145A.10</u></a> <b>STATE AND LOCAL ADVISORY COMMITTEES</b>	<ul style="list-style-type: none"> <li>◆ A State Community Health Advisory Committee is established.</li> <li>◆ The city councils or county boards that have established or are members of a community health board may appoint a community health advisory committee</li> </ul>
<a href="#"><u>145A.11</u></a> <b>POWERS AND DUTIES OF CITY AND COUNTY</b>	<ul style="list-style-type: none"> <li>◆ A city council or county board that has formed or is a member of a CHB has the following duties: <ul style="list-style-type: none"> <li>○ <b>Must</b> consider the income and expenditures required to meet local public health priorities and statewide outcomes in levying taxes.</li> <li>○ <b>May</b> by ordinance adopt and enforce minimum standards for services provided</li> </ul> </li> </ul>
<a href="#"><u>145A.131</u></a> <b>LOCAL PUBLIC HEALTH GRANT</b>	<ul style="list-style-type: none"> <li>◆ Formula based on level of funding from 2003.</li> <li>◆ <b>Must</b> provide at least a 75 percent match for the State funds received through the local public health act grant. Eligible match funds include local property taxes, third party reimbursements, fees, other local funds, donations and non-federal grants.</li> <li>◆ <b>Must</b> meet all the requirements and preform all the duties in subd 3 and subd 4.</li> <li>◆ <b>Must</b> comply with accountability requirements outlined each year.</li> <li>◆ If CHB does not accept LPH grant, the commissioner may retain the funds.</li> <li>◆ <b>May</b> use their local public health grant funds to address the areas of public health responsibility and local priorities developed through the community health assessment and community health improvement planning process.</li> </ul> <p><b>Resources:</b> LPH Act/Grant: <a href="http://www.health.state.mn.us/divs/opi/gov/lphact/">http://www.health.state.mn.us/divs/opi/gov/lphact/</a></p>
<a href="#"><u>145A.14</u></a> <b>SPECIAL GRANTS</b>	This section addresses the requirements of migrant health grants, Indian health grants, and funding to tribal governments.
<a href="#"><u>145A.17</u></a> <b>FAMILY HOME VISITING PROGRAMS</b>	This section establishes a program to fund family home visiting program.

**Meeker-McLeod-Sibley Community Health Services  
Integration Subcommittee  
Meeting Agenda**

**Date: November 9, 2015      Time: 9:00**

**Location: Southwest Initiative Foundation Glencoe PH office**

Present: <b>Meeker:</b> Diane W. Paul V., Beth O, <b>McLeod:</b> Jennifer H. Ron S., <b>Sibley:</b> Vicki S., Bill P., <b>CHS:</b> Allie F			
Guests:			
<b>Objective:</b> Identify additional information Discussion for need of consultant			
<b>Topic</b>	<b>Discussion/Plan</b>	<b>Action/Do</b>	<b>Follow up/Responsible Person/Deadline</b>
Review previous meeting summary	Reviewed summary of meeting minutes		
Business Plan review Ideas presented	MT met with directors from Horizon to discuss and ask questions about how the integration process went in Horizon. A few take home points were shared 1) We are further along than Horizon when they started because of our work is already integrated, purchase of PH.Doc and our basic team structure. 2) Horizon's org chart is always evolving with staffing changes	The subcommittee recognized the need to hire a consultant to provide assistance during this research process of integration.  Possible names of consultants were discussed- MT will f/u.	<b>Subcommittee-</b> will make a recommendation to hire a consultant at the Jan 2016 CHB  <b>MT-</b> solicit proposals to present at CHB.

	<p>3) Horizon transferred staff from county employment to Horizon CHB staff- numerous legal issues to address. Horizon also had unions.</p> <p>4) Horizon hired two consultants a labor attorney and Springsted for policies and pay scale. Strongly recommended an attorney for a consultant.</p> <p>Other discussion items:</p> <ul style="list-style-type: none"> <li>• The organizational chart and office location ideas were presented as potential ideas of what integration could look like in 5-7 years, pie in sky. A lot of questions and concerns were discussed with these ideas. Discussion revealed there is not a common vision of what integration looks like.</li> <li>• A very simple integrated budget was shared, demonstrating revenues and expenses. There are challenges in creating an integrated budget- not knowing 3<sup>rd</sup> party reimbursements, determining county contributions, and additional administrative costs. Discussion revealed different assumptions regarding tax levy contribution.</li> </ul>		
Next steps	Recommendation will be made to the CHB in Jan 2016.		
Next meetings	To be determined after the Jan 2015.		
Respectfully Submitted:	Allie Freidrichs		

Account Number	ACCOUNT DESCRIPTION	2014 Budget	2014 Actual	2015 Budget	2015 Actual	2016 Budget
82-849-000-0000-5426	Immunization Grant 93.268	(3,000.00)	(4,250.00)	(3,000.00)	(500.00)	(1,500.00)
82-849-000-0000-6850	Collections For Other Agencies	3,000.00	4,250.00	3,000.00	0.00	1,500.00
<b>Revenues</b>		(3,000.00)	(4,250.00)	(3,000.00)	(500.00)	(1,500.00)
<b>Expenditures</b>		3,000.00	4,250.00	3,000.00	0.00	1,500.00
<b>Net</b>	<b>Immunization Grant</b>	0.00	0.00	0.00	(500.00)	0.00
82-851-000-0000-5426	Phep Ebola 93.069	0.00	0.00	0.00	0.00	(3,000.00)
82-851-000-0000-6850	Collections For Other Agencies	0.00	0.00	0.00	0.00	3,000.00
<b>Revenues</b>		0.00	0.00	0.00	0.00	(3,000.00)
<b>Expenditures</b>		0.00	0.00	0.00	0.00	3,000.00
<b>Net</b>	<b>Immunization Grant</b>	0.00	0.00	0.00	0.00	0.00
82-852-000-0000-5301	Project Harmony Mofas	(160,000.00)	(120,667.00)	(160,000.00)	(76,448.00)	(80,000.00)
82-852-000-0000-6110	SALARIES AND WAGES-PART TIME	0.00	7,347.75	0.00	9,179.90	12,500.00
82-852-000-0000-6121	Personnel Wages	0.00	5,641.77	0.00	0.00	0.00
82-852-000-0000-6163	PERA-COUNTY SHARE	0.00	533.20	0.00	688.49	940.00
82-852-000-0000-6175	FICA-COUNTY SHARE	0.00	576.73	0.00	727.15	960.00
82-852-000-0000-6203	Communications	0.00	575.07	0.00	475.09	500.00
82-852-000-0000-6241	Printing And Publishing	0.00	58.49	0.00	0.00	0.00
82-852-000-0000-6265	Professional Services	0.00	16,301.32	0.00	6,248.00	20,000.00
82-852-000-0000-6335	Mileage Expense	0.00	1,093.42	0.00	3,598.52	4,000.00
82-852-000-0000-6336	Meals, Lodging, Parking & Miscellaneous	0.00	29.00	0.00	165.33	170.00
82-852-000-0000-6350	Other Services & Charges	0.00	1,006.44	0.00	452.78	0.00
82-852-000-0000-6353	Meeting Expense	0.00	296.83	0.00	0.00	0.00
82-852-000-0000-6360	Training	0.00	925.50	0.00	0.00	0.00
82-852-000-0000-6402	Office Supplies	0.00	159.20	0.00	23.47	0.00
82-852-000-0000-6850	Collections For Other Agencies	160,000.00	132,976.04	160,000.00	30,649.37	40,930.00
<b>Revenues</b>		(160,000.00)	(120,667.00)	(160,000.00)	(76,448.00)	(80,000.00)
<b>Expenditures</b>		160,000.00	167,520.76	160,000.00	52,208.10	80,000.00
<b>Net</b>	<b>Project Harmony</b>	0.00	46,853.76	0.00	(24,239.90)	0.00
82-853-000-0000-5280	Collections From Other Agencies	(2,213.00)	(3,861.00)	(2,213.00)	(1,883.00)	(1,883.00)
82-853-000-0000-5336	Local Public Health Grant	(282,645.00)	(282,645.00)	(282,514.00)	(282,514.00)	(311,346.00)
82-853-000-0000-5348	Home Visiting Tanf	(95,011.00)	(110,734.90)	(95,011.00)	(33,511.89)	(95,011.00)
82-853-000-0000-5414	Mch Grant 93.994	(80,967.00)	(70,224.00)	(88,552.00)	(41,656.50)	(88,552.00)
82-853-000-0000-5428	FOLLOW ALONG PROGRAM	0.00	(6,865.20)	(9,154.00)	(4,576.80)	(5,799.00)
82-853-000-0000-5501	FEES FOR SERVICES	0.00	(40.00)	0.00	0.00	0.00
82-853-000-0000-5990	Refunds & Reimbursements	0.00	(146,647.74)	0.00	(100.00)	0.00
82-853-000-0000-6105	SALARIES AND WAGES-FULL TIME	0.00	44,222.11	0.00	51,730.56	82,100.00
82-853-000-0000-6121	Personnel Wages	0.00	42,930.47	0.00	0.00	30,000.00
82-853-000-0000-6153	HEALTH & LIFE INSURANCE-COUNTY SHAR	0.00	6,384.74	0.00	7,600.00	11,880.00
82-853-000-0000-6163	PERA-COUNTY SHARE	0.00	3,213.58	0.00	3,879.79	6,158.00
82-853-000-0000-6175	FICA-COUNTY SHARE	0.00	2,787.09	0.00	3,498.54	6,281.00
82-853-000-0000-6203	Communications	0.00	1,104.33	0.00	645.07	1,200.00
82-853-000-0000-6205	Postage And Postal Box Rental	0.00	19.60	0.00	69.41	0.00
82-853-000-0000-6245	Dues And Registration Fees	0.00	824.00	0.00	845.00	850.00
82-853-000-0000-6265	Professional Services	0.00	118,501.98	0.00	28,482.22	46,000.00
82-853-000-0000-6335	Mileage Expense	0.00	6,310.00	0.00	4,893.27	7,000.00
82-853-000-0000-6336	Meals, Lodging, Parking & Miscellaneous	0.00	3,448.10	0.00	3,454.96	3,500.00
82-853-000-0000-6350	Other Services & Charges	0.00	74,200.00	0.00	5,194.78	15,180.00
82-853-000-0000-6353	Meeting Expense	0.00	830.37	0.00	408.24	500.00
82-853-000-0000-6360	Training	0.00	65.00	0.00	3,178.56	4,883.00
82-853-000-0000-6402	Office Supplies	0.00	170.57	0.00	5.73	100.00
82-853-000-0000-6850	Collections For Other Agencies	2,213.00	0.00	2,213.00	0.00	0.00
82-853-000-0000-6855	Chs	282,645.00	227,028.65	282,514.00	49,507.74	143,152.00
82-853-000-0000-6859	Mch	80,967.00	56,760.20	88,552.00	15,471.09	67,834.00
82-853-000-0000-6860	Follow Along Program	0.00	6,293.50	9,154.00	1,525.60	5,799.00
82-853-000-0000-6871	Tanf	95,011.00	76,847.53	95,011.00	17,543.49	70,174.00
<b>Revenues</b>		(460,836.00)	(621,017.84)	(477,444.00)	(364,242.19)	(502,591.00)
<b>Expenditures</b>		460,836.00	671,941.82	477,444.00	197,934.05	502,591.00
<b>Net</b>	<b>Local Public Health Grant</b>	0.00	50,923.98	0.00	(166,308.14)	0.00
82-854-000-0000-5413	Wic Grant 10.557	(312,444.00)	(480,910.00)	(312,444.00)	(167,196.00)	(312,444.00)
82-854-000-0000-6856	Wic	312,444.00	604,872.77	312,444.00	161,196.00	312,444.00
<b>Revenues</b>		(312,444.00)	(480,910.00)	(312,444.00)	(167,196.00)	(312,444.00)
<b>Expenditures</b>		312,444.00	604,872.77	312,444.00	161,196.00	312,444.00
<b>Net</b>	<b>Wic Grant 10.557</b>	0.00	123,962.77	0.00	(6,000.00)	0.00
82-856-000-0000-5338	Fpsp Grant	(49,300.00)	(96,921.45)	(79,837.00)	(13,058.74)	(110,202.00)
82-856-000-0000-5990	Refunds & Reimbursements	0.00	0.00	0.00	(60.68)	0.00
82-856-000-0000-6241	Printing And Publishing	0.00	1,603.64	0.00	0.00	1,000.00
82-856-000-0000-6260	Std Testing	0.00	2,320.00	0.00	1,080.00	2,400.00
82-856-000-0000-6261	Physical Examinations	0.00	6,075.60	0.00	11,732.77	10,306.00
82-856-000-0000-6265	Professional Services	0.00	1,500.00	0.00	0.00	0.00
82-856-000-0000-6350	Other Services & Charges	0.00	0.00	0.00	810.00	0.00
82-856-000-0000-6439	Prescriptions	0.00	16,723.70	0.00	3,772.56	16,727.00
82-856-000-0000-6858	Fpsp	49,300.00	73,275.25	79,837.00	10,438.81	79,769.00
<b>Revenues</b>		(49,300.00)	(96,921.45)	(79,837.00)	(13,119.42)	(110,202.00)
<b>Expenditures</b>		49,300.00	101,498.19	79,837.00	27,834.14	110,202.00
<b>Net</b>	<b>Family Planning Special Projects</b>	0.00	4,576.74	0.00	14,714.72	0.00

Account Number	ACCOUNT DESCRIPTION	2014 Budget	2014 Actual	2015 Budget	2015 Actual	2016 Budget
82-857-000-0000-5301	HEALTHY HOMES	0.00	0.00	(40,000.00)	(12,068.12)	(40,000.00)
82-857-000-0000-6850	Collections For Other Agencies	0.00	0.00	40,000.00	12,068.12	40,000.00
<b>Revenues</b>		0.00	0.00	(40,000.00)	(12,068.12)	(40,000.00)
<b>Expenditures</b>		0.00	0.00	40,000.00	12,068.12	40,000.00
<b>Net</b>	<b>Healthy Homes</b>	0.00	0.00	0.00	0.00	0.00
82-858-000-0000-5404	Early Hearing Detection & Intervention	(3,000.00)	(5,950.00)	(3,000.00)	(350.00)	(3,000.00)
82-858-000-0000-6850	Collections For Other Agencies	3,000.00	6,100.00	3,000.00	350.00	3,000.00
<b>Revenues</b>		(3,000.00)	(5,950.00)	(3,000.00)	(350.00)	(3,000.00)
<b>Expenditures</b>		3,000.00	6,100.00	3,000.00	350.00	3,000.00
<b>Net</b>	<b>Early Hearing Detection &amp; Intervention</b>	0.00	150.00	0.00	0.00	0.00
82-859-000-0000-5280	Collections From Other Agencies	(6,000.00)	(6,000.00)	(6,000.00)	(6,000.00)	(6,000.00)
82-859-000-0000-6241	Printing And Publishing	0.00	478.00	0.00	0.00	0.00
82-859-000-0000-6265	Professional Services	0.00	1,495.00	0.00	0.00	0.00
82-859-000-0000-6350	Other Services & Charges	6,000.00	1,243.44	6,000.00	245.00	6,000.00
82-859-000-0000-6402	Office Supplies	0.00	4,983.14	0.00	0.00	0.00
<b>Revenues</b>		(6,000.00)	(6,000.00)	(6,000.00)	(6,000.00)	(6,000.00)
<b>Expenditures</b>		6,000.00	8,199.58	6,000.00	245.00	6,000.00
<b>Net</b>	<b>Healthy Communities</b>	0.00	2,199.58	0.00	(5,755.00)	0.00
82-862-000-0000-5301	State Health Improvement Program (Ship)	(136,594.00)	(269,618.24)	(265,593.00)	(103,519.27)	(220,794.00)
82-862-000-0000-6121	Personnel Wages	0.00	60,125.25	0.00	37,374.00	11,760.00
82-862-000-0000-6203	Communications	0.00	517.38	0.00	367.79	0.00
82-862-000-0000-6245	DUES AND REGISTRATION FEES	0.00	50.00	0.00	0.00	0.00
82-862-000-0000-6265	Professional Services	0.00	30,907.90	0.00	7,563.70	30,000.00
82-862-000-0000-6335	Mileage Expense	0.00	593.93	0.00	465.40	500.00
82-862-000-0000-6336	Meals, Lodging, Parking & Miscellaneous	0.00	0.00	0.00	34.45	0.00
82-862-000-0000-6350	Other Services & Charges	0.00	21.00	0.00	171.80	0.00
82-862-000-0000-6353	Meeting Expense	0.00	937.82	0.00	120.00	200.00
82-862-000-0000-6360	TRAINING	0.00	0.00	0.00	100.00	200.00
82-862-000-0000-6402	Office Supplies	0.00	598.79	0.00	61.09	0.00
82-862-000-0000-6850	Collections For Other Agencies	136,594.00	188,910.37	265,593.00	53,921.95	178,134.00
<b>Revenues</b>		(136,594.00)	(269,618.24)	(265,593.00)	(103,519.27)	(220,794.00)
<b>Expenditures</b>		136,594.00	282,662.44	265,593.00	100,180.18	220,794.00
<b>Net</b>	<b>SHIP Grant</b>	0.00	13,044.20	0.00	(3,339.09)	0.00
82-863-000-0000-5280	Collections From Other Agencies	0.00	0.00	0.00	0.00	0.00
82-863-000-0000-5301	MOFAS	0.00	0.00	0.00	(1,929.01)	0.00
82-863-000-0000-6241	Printing And Publishing	0.00	0.00	0.00	56.82	0.00
82-863-000-0000-6336	MEALS, LODGING, PARKING & MISCELLANE	0.00	0.00	0.00	295.00	0.00
82-863-000-0000-6350	Other Services & Charges	0.00	0.00	0.00	295.00	0.00
82-863-000-0000-6353	MEETING EXPENSE	0.00	0.00	0.00	282.19	0.00
82-863-000-0000-6850	Collections For Other Agencies	0.00	0.00	0.00	1,000.00	0.00
<b>Revenues</b>		0.00	0.00	0.00	(1,929.01)	0.00
<b>Expenditures</b>		0.00	0.00	0.00	1,929.01	0.00
<b>Net</b>	<b>MOFAS</b>	0.00	0.00	0.00	0.00	0.00
82-866-000-0000-5454	Bioterrorism Ep Grant 93.283	(59,202.00)	(60,813.96)	(84,000.00)	(44,730.36)	(81,773.00)
82-866-000-0000-6850	Collections For Other Agencies	59,202.00	66,831.50	84,000.00	19,047.75	81,773.00
<b>Revenues</b>		(59,202.00)	(60,813.96)	(84,000.00)	(44,730.36)	(81,773.00)
<b>Expenditures</b>		59,202.00	66,831.50	84,000.00	19,047.75	81,773.00
<b>Net</b>	<b>Emergency Preparedness</b>	0.00	6,017.54	0.00	(25,682.61)	0.00
82-872-000-0000-5345	C&Tc State	(88,510.00)	(82,648.95)	(88,510.00)	(41,377.27)	(101,707.00)
82-872-000-0000-5422	Child & Teen Checkups Grant (C&Tc)93.778	(88,510.00)	(82,649.03)	(88,510.00)	(41,377.31)	(101,707.00)
82-872-000-0000-6350	Other Services & Charges	0.00	0.00	0.00	22.95	5,000.00
82-872-000-0000-6850	Collections For Other Agencies	177,020.00	181,920.74	177,020.00	82,731.63	198,414.00
<b>Revenues</b>		(177,020.00)	(165,297.98)	(177,020.00)	(82,754.58)	(203,414.00)
<b>Expenditures</b>		177,020.00	181,920.74	177,020.00	82,754.58	203,414.00
<b>Net</b>	<b>C&amp;TC Outreach</b>	0.00	16,622.76	0.00	0.00	0.00
<b>CHS Total Revenue</b>		(1,367,396.00)	(1,831,446.47)	(1,608,338.00)	(870,927.94)	(1,564,718.00)
<b>CHS Total Expenditures</b>		1,367,396.00	2,095,797.80	1,608,338.00	655,746.93	1,564,718.00
<b>CHS Total Net</b>		0.00	264,351.33	0.00	(215,181.01)	0.00

**2016 CHS Total Budget**

	Pending Receipts	Expenditures				
		Meeker	McLeod	Sibley	CHS/Vendors	Total
<b>Local Public Health Grant</b>						
<i>State Funds</i>	311,346.00	46,036.00	62,460.00	34,656.00	168,194.00	311,346.00
<i>TANF</i>	95,011.00	25,047.00	25,600.00	19,527.00	24,837.00	95,011.00
<i>MCH</i>	88,552.00	21,816.00	31,624.00	14,394.00	20,718.00	88,552.00
<i>Follow Along</i>	5,799.00	1,933.00	1,933.00	1,933.00		5,799.00
<b>Health Disparities</b>	1,883.00	-	-	-	1,883.00	1,883.00
<b>Healthy Homes</b>	40,000.00	13,333.00	13,334.00	13,333.00		40,000.00
<b>Immunization Grant</b>	1,500.00	500.00	500.00	500.00		1,500.00
<b>WIC</b>	312,444.00	103,107.00	137,475.00	71,862.00	-	312,444.00
<b>Family Planning</b>	110,202.00	26,590.00	26,590.00	26,590.00	30,432.00	110,202.00
<b>C&amp;TC Outreach</b>	203,414.00	68,811.00	89,603.00	40,000.00	5,000.00	203,414.00
<b>Newborn Hearing Screening Program</b>	3,000.00	1,000.00	1,000.00	1,000.00	-	3,000.00
<b>Emergency Preparedness</b> <i>PHEP</i>	81,773.00	27,258.00	27,257.00	27,258.00		81,773.00
<b>Ebola</b>	3,000.00	1,000.00	1,000.00	1,000.00		3,000.00
<b>FASD Project Harmony</b>	80,000.00	13,643.00	13,643.00	13,643.00	39,071.00	80,000.00
<b>Healthy Communities</b>	6,000.00	-	-	-	6,000.00	6,000.00
<b>SHIP</b>	220,794.00	66,567.00	45,000.00	66,567.00	42,660.00	220,794.00
<b>Total</b>	<b>1,564,718.00</b>	<b>416,641.00</b>	<b>477,019.00</b>	<b>332,263.00</b>	<b>338,795.00</b>	<b>1,564,718.00</b>

\_\_\_\_\_  
Community Health Board

\_\_\_\_\_  
Date



## Local Public Health Grant Allocation

2016 Local Public Health Grant Allocation	TANF	2016	MCH		State		Total
	%	\$ Allocated	%	\$ Allocated	%	\$ Allocated	Allocation
Meeker	35.69%	\$ 25,047.38	32.16%	\$ 21,815.47	32.16%	\$ 46,036.35	\$ 92,899.20
McLeod	36.48%	\$ 25,599.64	46.62%	\$ 31,624.28	43.63%	\$ 62,460.21	\$ 119,684.13
Sibley	27.83%	\$ 19,526.51	21.22%	\$ 14,394.41	24.21%	\$ 34,655.74	\$ 68,576.66
Subtotal	100.00%	\$ 70,173.53	100.00%	\$ 67,834.16	100.00%	\$ 143,152.30	\$ 281,159.99

2016	TANF	MCH	State	Total
Total Allocation	\$ 95,011.00	\$ 88,552.00	\$ 311,346.00	\$ 494,909.00
CHS Adm	\$ 24,837.47	\$ 20,717.84	\$ 168,193.69	\$ 213,749.00
County Allocation	\$ 70,173.53	\$ 67,834.16	\$ 143,152.31	\$ 281,160.00
% of total	19.20%	17.89%	62.91%	100.00%

## Local Public Health Grant Administration Budget (1-1-16 to 12-31-16)

<i>CHS Staff</i>	<i>Public Health Grant</i>	
Wages & Benefits	\$ 106,419	
Contracted Services	\$ 30,000	
Consultant fees	\$ 30,000	
Mileage, Meals, Lodging, Parking & Misc	\$ 10,500	
Training	\$ 4,883	
Dues & Registration-NAACHO, LPHA	\$ 850	
Office Supplies/miscellaneous	\$ 100	
Communications	\$ 1,200	
Professional Services		
Website Maintenance	\$ 1,000	
PH Doc	\$ 24,000	
Audit Fees	\$ 6,000	
Fiscal Officer (McLeod Auditor)	\$ 10,000	
Other Services & Charges		
Work Comp & Liability Insurance	\$ 10,000	
Accreditation Fee's	\$ 5,180	
Meeting Expenses	\$ 500	
	\$ 240,632	
Other Grants	\$ 26,883	CHS Allocation
Total Local Public Health Grant CHS Admin	\$ 213,749	\$ 213,749
	\$ -	



**Public Health**  
Prevent. Promote. Protect.

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**Meeker McLeod Sibley**  
**Community Health Services**

January 2016

# Performance Management Update

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## Minnesota Public Health System



*Minnesota's Performance Management Framework uses data for decision-making, by setting objectives, measuring and reporting progress toward those objectives, and engaging in quality improvement activities when desired progress toward those objectives is not being made.*

### **About Minnesota's Performance Management Framework**

Minnesota's framework builds on the Turning Point Performance Management Framework and relates to the national standards for state, local, and tribal health departments. State and local public health leaders in Minnesota have elevated this framework to the system level, and are moving toward an integrated cycle of performance management that engages all community health boards around the state. Ideally, each component of the framework will build on and lead into the others.

A statewide committee has focused initial attention on developing new Local Public Act performance measures that align with the national standards. These performance measures will be embedded within this performance management framework, and will be used for the purposes of improvement, accountability, communications, and practice-based research.

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Visit [www.phf.org/PMtoolkit](http://www.phf.org/PMtoolkit) to find additional resources

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# ***Program Reports***

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## Healthy Homes Report

Team Leader: Ilene Nelsen

Staff: Jennifer Smith, Bertha Woehler, Brittany Becker, Amy Eustis, Renee Kotlarz

Goal/Purpose: The goal of Healthy Homes Grant is to protect and promote safe, healthy homes for residents of Meeker, McLeod, and Sibley.

Performance Measure: (using RBA)		
The measure will be the number of hazards mitigated. The second measure will be the number of hazards referred.		
Objective: Will mitigate 75% of hazards and/or refer and follow-up to appropriate resources		
Indicator:	Status:	Dashboard Picture:
% number of hazards mitigated % number of hazards referred	1. McLeod is transferring Jennifer S. to a different program. Brittany B. remains on the healthy homes team. Amy Eustis has joined team along with Bertha from Sibley County. 2. The assessment form has been adapted to identify mitigations, referrals or unresolved issues. An excel worksheet is being developed to assist with the percentage of mitigations. 3. The number of referrals for healthy homes assessment continues to be low.	
Narrative (significant activities, highlights (tell the story), challenges, potential QI project):		
Healthy Homes staff continues to meet monthly to develop strategies for each activity. Activities: Primary prevention: We continue distribute radon tests.		
Community Engagement:		
Outreach activity continues.		
Outreach material has been available at Senior Expo events. Outreach material was given at Meeker's hazardous waste cleanup day.		
Handouts have gone out to local schools to be distributed at fall conferences		
Staff has been strategizing to contact local clinics to disseminate material.		
Daycare presentation: Staff met to formalize the basics of a class for daycare providers. Staff has gathered information to have a PowerPoint presentation. Brittany is developing the PowerPoint for the daycare class. Curriculum		

will be based off the material from the training for staff and MDH.

Staff contacted Ridgewater College to offer a ~1 hour class on healthy homes for daycare providers. The spokesperson from Ridgewater is willing to advertise and post the class. Ridgewater will allow the use of a classroom for this event

Daycare providers would receive continuing education credit for the class. Have set the date of the class for Feb 23, 2016.

Healthy homes assessments.

Approximately 7 healthy homes assessment s for homeowners or tenants have

been completed this quarter with a total of 21 since Jan. 2015.

### Family Planning Report (December 2015)

Team Leader: Pam Miller, PHN

Staff: Patty Buerkle, PHN; Jennifer Smith, PHN, Jenny Lange, PHN

Goal/Purpose: The Family Planning Special Projects Grant provides reproductive health services, contraceptive methods, STD screening, and education to residents of Meeker-McLeod-Sibley Counties meeting grant eligibility criteria.

Performance Measure: (using RBA)		
Increase access to service (increase locations of condom dispensers and educational outreach).		
Objective: Increase access to condoms by one location in each county by December 31 <sup>st</sup> , 2015.		
Indicator: Number of new condom dispensers and educational materials placed within Meeker-McLeod-Sibley Counties.	Status: Each county is continuing to assess potential locations to expand condom dispensers and educational materials within their county.	Dashboard Picture:
<p>Narrative (significant activities, highlights (tell the story), challenges, potential QI project): Letters have been sent out by the three counties to various locations to inquire regarding interest to collaborate in the installation of a condom dispenser or basket distribution of condoms. Sibley has had one positive response, and is working with the business to get the dispenser installed. McLeod has not yet had a response to their initial round of letters, and Meeker has sent out an initial set of letters, and a second set of letters to different locations, yet seeking interest.</p> <p>An application for additional grant funding through the Family Planning Special Projects grant was submitted in November 2015. The additional requested dollars, if funded, will be utilized to expand services available at Ridgewater College.</p> <p>Services for reproductive health exams and a method of contraception remain available at three sub-contracted clinics within the three counties.</p> <p>Staffing continues at the Ridgewater College this academic year. FPSP staff are at the college two times per month for two hours to answer questions regarding reproductive health, complete Chlamydia and pregnancy testing, enroll students in the FPSP grants and inform students of the availability of the state Family Planning program, and assist with enrollment in the state program as needed.</p> <p>Funding for the Family Planning Special Projects grant is targeted to individuals at "High Risk" for Unintended Pregnancy. A High Risk person means "an individual whose age, health, prior pregnancy outcome, or socioeconomic status increases her chances of experiencing an unplanned pregnancy or problems during pregnancy." Funding is also targeted to individuals who otherwise would have difficulty accessing services because of various barriers.</p>		



## RBA Progress Report

### Statewide Health Improvement Program (SHIP)

January, 2016

Team Leader: Mary Bachman

Staff: Pam Bagley, Jean Johnson

Goal/Purpose: SHIP helps to create good health where Minnesotans live, work, learn and play.

#### Performance Measure: (using RBA)

Short-term: Increased access to healthy food, physical activity, tobacco free environments and tobacco cessation services.

Intermediate: Changes in health behaviors – increased healthy eating, increased physical activity, decreased tobacco use, decreased tobacco exposure

Long term: Improved health outcomes – decreased obesity rate, decreased rates of chronic diseases caused by poor nutrition, lack of physical activity, and use and exposure to tobacco.

#### Objective:

Draft indicators have been developed for each SHIP strategy and objectives will be personalized for each SHIP site to fit the specific SHIP policy, systems and environmental changes that they work on.

#### Indicator:

Strategy specific

#### Status:

In process of recruiting new SHIP sites.

#### Dashboard Picture:

#### Narrative (significant activities, highlights (tell the story), challenges, potential QI project):

SHIP 4 started Nov. 1, 2015. MMS CHS's year 1 budget is \$222,794. We are in the process of recruiting and planning with SHIP 4 implementation sites. Our required strategies are School Healthy Eating and Physical Activity, Worksite Wellness, Health Care Community-Clinical Linages for Prevention, and Community Tobacco (Smoke-free housing or point of sale). We are also implementing the optional strategies of Community Healthy Food and Community Active Living. Each partnering site will be required to participate in site-specific evaluation that answers the question, "How do we know anyone is better off?" The objectives and indicators are being developed by MMS SHIP staff in partnership with our local SHIP evaluator, Joanne Moze. Joanne will also help us create tools and methods to conduct the evaluation in a way that fits the needs of the specific SHIP sites.