



## MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

HHW/Solid Waste Management  
1065 5th Ave. SE  
Hutchinson, MN 55350  
July 14<sup>th</sup>, 2016  
9:30-11:30  
Agenda

1. Meeting called to order
2. Welcome and Introductions
3. Additions to the Agenda
4. Approval of April 14<sup>th</sup>, 2016 meeting minutes\*
5. Fiscal Officers Report-Colleen Robeck
6. State Community Health Services Advisory Committee (SCHSAC) Report\*
7. CHS Updates
  - a. Community Health Assessment/Community Health Improvement Plan
  - b. Strategic Plan
  - c. Performance Management
  - d. Ph.Doc
  - e. Accreditation Update
8. WIC staffing changes
9. Food, Pool and Lodging update from MDH
10. Zika Virus education
11. Meeker Outbreak update
12. Governance Update\*
13. Administrative Items
  - a. Grant Project Agreement Amendment with MDH. Amended financial amounts for 2016-2017 BP5 grant period. PHEP award \$64,889 and CRI award \$12,000 for total of 76,889. Start date July 1, 2016- June 30, 2017.
  - b. Eliminating Health Disparities Grant for \$1,675 for the time period 7/1/16-6/30/17

Adjourn

Attachments: SCHSAC Take Home Points  
MMS CHS Amended JPA  
MMS CHS Draft By-Laws

### 2016 Meeting Dates

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, April 14<sup>th</sup>, 2016**

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

### **Board Members**

Beth Oberg.....present	Ron Shimanski.....present	Jim Swanson.....present
Bryan Larson.....present	Joe Nagel.....absent	Bill Pinske.....present
Mike Huberty.....present	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	Jennifer Hauser.....present	Allie Freidrichs.....present
Vicki Stock.....present	Rachel Fruhwirth.....present	Colleen Robeck.....present

**Guests:** Linda Bauck-Todd- MDH, Roxy Traxler-Sibley County Administrator, Pat Melvin- McLeod County Administrator

- 1. Meeting called to order**
- 2. Welcome and Introductions**
- 3. Additions to the Agenda**

*Motioned by Dale Fenrich and Seconded by\_\_\_\_\_*

### **4. Governance Update and Discussion with Scott M. Lepak, Attorney at Law**

*Scott was introduced and overview of role was provided. A brief recap of the previous Governance Committee meeting was provided. Scott reviewed an amended JPA draft. Specific items of change include: 6 member board (2 from each member- with an alternate from each county), rotating with equal terms. Other issues that will need to be addressed by Governance Committee:*

- In-kind Processes*
- Budget Structure*
- By-Laws*
- Delegation Agreement Structure*

### **5. Approval of January 14<sup>th</sup> 2016 meeting minutes** *Motioned by Ron Shimanski and Seconded by Mike Huberty*

- #8 Change Fiscal Officer to Cindy Schulz*

### **6. Fiscal Officers Report-Colleen Robeck** *TANF money coming to paid out for 4<sup>th</sup> quarter, Ebola grant invoice being processed, Project Harmony invoice required budget revisions required, SHIP monies will be paid out for February. Project Harmony numbers are at capacity and questions were discussed regarding budget payments*

*Motioned by Bryan Larson and Seconded by Ron Shimanski*

### **7. State Community Health Services Advisory Committee (SCHSAC) Report**

*Allie provided a brief update of the SCHSAC meeting summary. SCHSAC has several workgroups addressing a variety of issues including Climate Change and the impact and role for local public health departments. Another Ad-Hoc workgroup will be formed to discuss the role of regional consultants such as epidemiologists and public health nurse consultant. The regional consultants have critical to local health departments and are seen as an extension of our capacity.*



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8. **May 3<sup>rd</sup> Video Conference Opportunity** *Each Director has reserved a site for Commissioners and staff to attend to learn more about Flint MI and water safety.*
9. **Community Health Assessment Planning Update**  
*It has been three years since our last assessment and are working on plans for 2016 CHA. We will be working collaboratively with our 4 local hospitals. We currently have local data that have been collected thru the Community Health Behavior Survey, Community Health Opinion Survey and local focus groups. We will be sending out invitations to key stakeholders June 2<sup>nd</sup>, 2016 is our Community Health Assessment Session at the Hutchinson Event Center and it is from 9am to Noon.*
10. **Performance Management Dashboard Update- Allie Freidrichs and Kerry Ward**  
*Staff continue to need performance management training. MDH will be out June 27<sup>th</sup> to complete a training. A new dashboard form will rolled out and then implemented with each program.*
11. **Accreditation Update- Kerry Ward – MMS CHS Accreditation Coordinator**  
*Received an action plan. This means we need to address certain items before accreditation is received. Action plan is due August 23<sup>rd</sup> 2016.*
12. **Record Retention Policy**  
*Work group from LPHA created a record retention protocol. MMS CHS would like to work create a work group to draft a policy once the LPHA template is approved. LPHA template needs to be approved by MN Historical Society (3 months out for decision). MMS CHS will wait until the state makes a decision on this template before moving forward.*
13. **Health Equity Grant Application Update**  
*Healthy Communities has applied for a Health Equity grant through Blue Cross Blue Shield. Minnesota River Area Agency on Aging is the fiscal agent and the holder of the grant application and they would use MMS CHS to do the contract work. Discussion of what health equity is, how a community health worker could help families who in the minorities, low economic status etc. to have health equity and get health care services as needed.*
14. **CHS Emergency Preparedness Program Structural Challenges**  
*Staffing changes for Emergency Preparedness program has created a need to re-evaluate how EP grant and services are delivered. With funding constraints and staffing challenges it was determined three a three county EP coordinator could best serve our needs. Discussion items regarding FT status, budget issues and contract vs hiring were addressed. Motion by Mike Housman to further evaluate contract vs employee status and then hire. Any budget overages will be covered by the local public health grant. Seconded by Brian Larson, motion passed.*
15. **Administrative Items**
  - a. Approval of contracts
    - i. Family Planning Grant
    - ii. Child and Teen Check-up Grant
    - iii. Doherty Contract for Peer Breastfeeding Contract
    - iv. Medical Reserve Corp Contract
    - v. Board Ratification of PH Doc

*Motion by Mike Housman to approve contracts, seconded by Jim Swanson, motion passed.*  
*Motion to adjourn by Brian Larson, seconded by Gary Krueger, motion passed.*

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Doug Krueger, Secretary

**MEEKER - MCLEOD - SIBLEY COMMUNITY HEALTH SERVICES  
2016 STATEMENT OF RECEIPTS AND DISBURSEMENTS**

Grant Programs	Balance Forward as of 1/1/2016	2016 Receipts			2016 Disbursements					Balance on Hand as of 6/30/2016
		Grant Dollars	Other Dollars	Total Revenue	Vendors	Meeker County	McLeod County	Sibley County	Total Expenses	
849 Immunization Grant	0.00	1,340.00	0.00	1,340.00	0.00	0.00	440.00	0.00	440.00	900.00
851 PHEP Ebola Grant	0.00	3,558.85	0.00	3,558.85	0.00	0.00	3,558.85	0.00	3,558.85	0.00
852 Project Harmony	(27,174.79)	90,027.00	15.00	90,042.00	19,355.96	24,243.50	23,110.78	6,656.09	73,366.33	(10,499.12)
853 Local Public Health Grant	164,881.80	329,837.21	1,774.93	331,612.14	96,326.91	34,896.31	43,012.42	25,762.35	199,997.99	296,495.95
854 WIC	0.00	251,275.00	0.00	251,275.00	0.00	71,449.57	133,175.76	40,649.67	245,275.00	6,000.00
856 FPSP	(3,383.55)	35,028.42	0.00	35,028.42	7,013.87	12,340.40	11,517.61	4,713.54	35,585.42	(3,940.55)
857 Healthy Homes	0.00	23,606.59	0.00	23,606.59	0.00	9,515.62	8,441.64	5,649.33	23,606.59	0.00
858 Early Hearing Detection & Intervention	0.00	2,000.00	0.00	2,000.00	0.00	0.00	1,200.00	800.00	2,000.00	0.00
859 Healthy Communities Activities	20,717.70	0.00	4,500.00	4,500.00	826.99	0.00	0.00	0.00	826.99	24,390.71
862 SHIP	(11,093.54)	104,178.89	0.00	104,178.89	13,830.79	31,562.21	9,192.94	30,211.20	84,797.14	8,288.21
866 Emergency Preparedness	0.00	49,738.80	0.00	49,738.80	0.00	10,832.75	19,992.51	18,913.54	49,738.80	0.00
872 Child & Teen Checkups (C&TC)	(1,000.00)	0.00	0.00	0.00	19.24	0.00	0.00	0.00	19.24	(1,019.24)
<b>Total</b>	142,947.62	890,590.76	6,289.93	896,880.69	137,373.76	194,840.36	253,642.51	133,355.72	719,212.35	320,615.96

WIC - Women Infants Children Grant

FPSP - Family Planning Special Project

SHIP - Statewide Health Improvement Program

## ACCOUNT ACTIVITY REPORT

Page Break Option: 2 1 - Page Break by FUND Print Service Dates: No  
2 - Page Break by DEPT

Sort: 1st: 2nd 3rd 4th 5th 6th F - G/L Object Within Fund Number  
G D T N M W G - G/L Account Number  
P - G/L Object Within Dept Number  
D - Transaction Date  
M - G/L Month & Year  
N - Vendor/Payer Name  
T - Type Of Transaction  
W - Receipt/Warrant Number

Range Subtotals: 1 1 - No Subtotals  
2 - Detail and Subtotals by OBJECT Range  
3 - Subtotals only by OBJECT Range  
4 - Account Totals and Subtotals by OBJECT  
Range  
5 - Account Totals and Subtotals by PROGRAM  
Range

Report Basis: 1 Cash Only This Basis?: Yes

Print YTD Totals: No Type of Report: 1 1 - DETAIL  
2 - ABBREVIATED

Specific Dates: From: 01/01/2016 Thru: 06/30/2016

Comment:  
FUND Range From 82 Thru 82

OBJECT Range From 5001 Thru 6980

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7/11/16 7:26AM

Fund 82 - COMMUNITY HEALTH SERVICE FU  
DEPT 849 - IMMUNIZATION GRANT

ACCOUNT ACTIVITY REPORT

From: 01/01/2016 Thru: 06/30/2016  
Report Basis: 1

Page 2

Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
			PROGRAM 000									
			82-849-000-0000-5426 - Immunization Grant			93.268			CFDA Number: 93.268			
RE	RE		STATE OF MN		03/2016	182300	03/22/2016	222	440.00 - PERI HEPB OCT-DEC		DFG	1 3
RE	RE		STATE OF MN		06/2016	183727	06/29/2016	222	900.00 - PERI HEPB JAN-MAR			1
			82-849-000-0000-5426 - Immunization Grant			93.268	Total		1,340.00 -			
			82-849-000-0000-6850 - Collections For Other Agencies									
JE	JE				03/2016	8597	03/25/2016	913	440.00 PERI HEPB 4TH QTR 2015-MCLEOD			1 6
			82-849-000-0000-6850 - Collections For Other Agencies				Total		440.00			
							PROGRAM 000 Total		900.00 -			
							DEPT 849 - IMMUNIZATION GRANT Total		900.00 -			

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Fund 82 - COMMUNITY HEALTH SERVICE FU

## ACCOUNT ACTIVITY REPORT

From: 01/01/2016 Thru: 06/30/2016

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DEPT 851 - PHEP EBOLA

Report Basis: 1

Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
			PROGRAM 000									
			82-851-000-0000-5421 - Phep Ebola			93.069			CFDA Number: 93.069			
RE	RE		STATE OF MN		05/2016	183115	05/20/2016	222	3,558.85 - MDH.PHEPEBO.93.069.R.EBOLA4			1
			82-851-000-0000-5421 - Phep Ebola			93.069		Total	3,558.85 -			
			82-851-000-0000-6850 - Collections For Other Agencies									
JE	JE	/			05/2016	8757	05/26/2016	925	3,558.85 EBOLA GRANT-MCLEOD			1
			82-851-000-0000-6850 - Collections For Other Agencies					Total	3,558.85			
								PROGRAM 000 Total	0.00			
								DEPT 851 - PHEP EBOLA Total	0.00			

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Fund 82 - COMMUNITY HEALTH SERVICE FU

ACCOUNT ACTIVITY REPORT

From: 01/01/2016 Thru: 06/30/2016

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DEPT 852 - PROJECT HARMONY GRANT

Report Basis: 1

Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
PROGRAM 000												
82-852-000-0000-5301 - Project Harmony Mofas												
RE	RE		STATE OF MN		04/2016	182717	04/20/2016	222	50,000.00 -	GRT 36810 PY 16 Q2	DFG	1 3
RE	RE		STATE OF MN		05/2016	183311	05/31/2016	222	40,027.00 -	GRT 36810 FY16 Q3		1
82-852-000-0000-5301 - Project Harmony Mofas								Total	90,027.00 -			
82-852-000-0000-5990 - Refunds & Reimbursements												
RE	RE		MCLEOD CO PUBLIC HEALTH		05/2016	183099	05/19/2016	222	15.00 -	REIMB TIP-BMO BILL		1
82-852-000-0000-5990 - Refunds & Reimbursements								Total	15.00 -			
82-852-000-0000-6110 - SALARIES AND WAGES-PART TIME												
PA	JE				01/2016	8418	01/09/2016	111	708.44	20160109 OPTIMUM PR JE 0001541		1
PA	JE				01/2016	8454	01/23/2016	111	1,060.66	20160123 OPTIMUM PR JE 0001547		1
PA	JE				02/2016	8496	02/06/2016	111	992.62	20160206 OPTIMUM PR JE 0001549		1
PA	JE				02/2016	8527	02/20/2016	111	652.41	20160220 OPTIMUM PR JE 0001551		1
PA	JE				03/2016	8567	03/05/2016	111	1,040.65	20160305 OPTIMUM PR JE 0001553		1
PA	JE				03/2016	8607	03/19/2016	111	1,172.73	20160319 OPTIMUM PR JE 0001555		1
PA	JE				04/2016	8649	04/02/2016	111	912.57	20160402 OPTIMUM PR JE 0001557		1
PA	JE				04/2016	8683	04/16/2016	111	808.51	20160416 OPTIMUM PR JE 0001559		1
PA	JE				04/2016	8717	04/30/2016	111	960.60	20160430 OPTIMUM PR JE 0001561		1
PA	JE				05/2016	8750	05/14/2016	111	1,052.66	20160514 OPTIMUM PR JE 0001563		1
PA	JE				05/2016	8780	05/28/2016	111	1,000.63	20160528 OPTIMUM PR JE 0001565		1
PA	JE				06/2016	8812	06/11/2016	111	1,184.74	20160611 OPTIMUM PR JE 0001567		1
PA	JE				06/2016	8840	06/25/2016	111	832.53	20160625 OPTIMUM PR JE 0001569		1
82-852-000-0000-6110 - SALARIES AND WAGES-PART TIME								Total	12,379.75			
82-852-000-0000-6163 - PERA-COUNTY SHARE												
PA	JE				01/2016	8418	01/09/2016	111	53.13	20160109 OPTIMUM PR JE 0001541		1
PA	JE				01/2016	8454	01/23/2016	111	79.55	20160123 OPTIMUM PR JE 0001547		1
PA	JE				02/2016	8496	02/06/2016	111	74.45	20160206 OPTIMUM PR JE 0001549		1
PA	JE				02/2016	8527	02/20/2016	111	48.93	20160220 OPTIMUM PR JE 0001551		1
PA	JE				03/2016	8567	03/05/2016	111	78.05	20160305 OPTIMUM PR JE 0001553		1
PA	JE				03/2016	8607	03/19/2016	111	87.96	20160319 OPTIMUM PR JE 0001555		1
PA	JE				04/2016	8649	04/02/2016	111	68.45	20160402 OPTIMUM PR JE 0001557		1
PA	JE				04/2016	8683	04/16/2016	111	60.64	20160416 OPTIMUM PR JE 0001559		1
PA	JE				04/2016	8717	04/30/2016	111	72.05	20160430 OPTIMUM PR JE 0001561		1
PA	JE				05/2016	8750	05/14/2016	111	78.95	20160514 OPTIMUM PR JE 0001563		1
PA	JE				05/2016	8780	05/28/2016	111	75.05	20160528 OPTIMUM PR JE 0001565		1
PA	JE				06/2016	8812	06/11/2016	111	88.86	20160611 OPTIMUM PR JE 0001567		1
PA	JE				06/2016	8840	06/25/2016	111	62.44	20160625 OPTIMUM PR JE 0001569		1
82-852-000-0000-6163 - PERA-COUNTY SHARE								Total	928.51			



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Fund 82 - COMMUNITY HEALTH SERVICE FU

## ACCOUNT ACTIVITY REPORT

From: 01/01/2016 Thru: 06/30/2016

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DEPT 852 - PROJECT HARMONY GRANT

Report Basis: 1

Tran	SC	Typ	Vendor	G/L Month	Receipt/Warrant NUMBER	DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	Basis	R1R2
82-852-000-0000-6175 - FICA-COUNTY SHARE													
PA	JE			01/2016	8418	01/09/2016	111	54.96	20160109 OPTIMUM PR JE 0001541				1
PA	JE			01/2016	8454	01/23/2016	111	81.91	20160123 OPTIMUM PR JE 0001547				1
PA	JE			02/2016	8496	02/06/2016	111	76.70	20160206 OPTIMUM PR JE 0001549				1
PA	JE			02/2016	8527	02/20/2016	111	50.67	20160220 OPTIMUM PR JE 0001551				1
PA	JE			03/2016	8567	03/05/2016	111	80.37	20160305 OPTIMUM PR JE 0001553				1
PA	JE			03/2016	8607	03/19/2016	111	89.72	20160319 OPTIMUM PR JE 0001555				1
PA	JE			04/2016	8649	04/02/2016	111	70.58	20160402 OPTIMUM PR JE 0001557				1
PA	JE			04/2016	8683	04/16/2016	111	62.62	20160416 OPTIMUM PR JE 0001559				1
PA	JE			04/2016	8717	04/30/2016	111	74.24	20160430 OPTIMUM PR JE 0001561				1
PA	JE			05/2016	8750	05/14/2016	111	81.30	20160514 OPTIMUM PR JE 0001563				1
PA	JE			05/2016	8780	05/28/2016	111	77.31	20160528 OPTIMUM PR JE 0001565				1
PA	JE			06/2016	8812	06/11/2016	111	91.40	20160611 OPTIMUM PR JE 0001567				1
PA	JE			06/2016	8840	06/25/2016	111	64.45	20160625 OPTIMUM PR JE 0001569				1
82-852-000-0000-6175 - FICA-COUNTY SHARE							Total	956.23					
82-852-000-0000-6203 - Communications													
PA	JE			01/2016	8418	01/09/2016	111	10.00	20160109 OPTIMUM PR JE 0001541				1
DI	DI	6412-VERIZON WIRELESS		01/2016	45308	01/22/2016	333	35.01	IPAD (PROJECT HARMONY)	9758203980			1
PA	JE			01/2016	8454	01/23/2016	111	10.00	20160123 OPTIMUM PR JE 0001547				1
PA	JE			02/2016	8496	02/06/2016	111	10.00	20160206 OPTIMUM PR JE 0001549				1
DI	DI	718-BUERKLE/RHONDA		02/2016	45627	02/19/2016	333	46.08	LPHG COMMUNICATIONS				1
DI	DI	6412-VERIZON WIRELESS		02/2016	45651	02/19/2016	333	35.01	IPAD (PROJECT HARMONY)	9759831402			1
PA	JE			02/2016	8527	02/20/2016	111	10.00	20160220 OPTIMUM PR JE 0001551				1
PA	JE			03/2016	8567	03/05/2016	111	10.00	20160305 OPTIMUM PR JE 0001553				1
DI	DI	6412-VERIZON WIRELESS		03/2016	45909	03/18/2016	333	35.01	IPAD (PROJECT HARMONY)	9761462352			1
PA	JE			04/2016	8649	04/02/2016	111	10.00	20160402 OPTIMUM PR JE 0001557				1
DI	DI	6412-VERIZON WIRELESS		04/2016	46238	04/15/2016	333	35.01	IPAD (PROJECT HARMONY)	9763108335			1
PA	JE			04/2016	8683	04/16/2016	111	10.00	20160416 OPTIMUM PR JE 0001559				1
PA	JE			04/2016	8717	04/30/2016	111	10.00	20160430 OPTIMUM PR JE 0001561				1
DI	DI	6412-VERIZON WIRELESS		05/2016	46567	05/13/2016	333	35.01	IPAD (PROJECT HARMONY)	9764751034			1
PA	JE			05/2016	8750	05/14/2016	111	10.00	20160514 OPTIMUM PR JE 0001563				1
PA	JE			05/2016	8780	05/28/2016	111	10.00	20160528 OPTIMUM PR JE 0001565				1
PA	JE			06/2016	8812	06/11/2016	111	10.00	20160611 OPTIMUM PR JE 0001567				1
DI	DI	6412-VERIZON WIRELESS		06/2016	47028	06/17/2016	333	35.01	IPAD PROJECT HARMONY	9764751034			1
PA	JE			06/2016	8840	06/25/2016	111	10.00	20160625 OPTIMUM PR JE 0001569				1
82-852-000-0000-6203 - Communications							Total	376.14					
82-852-000-0000-6265 - Professional Services													
DI	DI	1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333		105.00	WORKERS COMP AUDIT 2014	1463106	AP	1	4

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Fund 82 - COMMUNITY HEALTH SERVICE FU

ACCOUNT ACTIVITY REPORT

From: 01/01/2016 Thru: 06/30/2016

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DEPT 852 - PROJECT HARMONY GRANT

Report Basis: 1

Tran	SC	Typ	Vendor	G/L Month	Receipt/Warrant NUMBER	DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	Basis	R1R2
82-852-000-0000-6265 - Professional Services													
DI	DI		1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333	6,700.00	PC RENEWAL/WC RENEWAL	1228R			1
DI	DI		1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333	788.00	WC RENEWAL	1228R			1
DI	DI		1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333	105.00	- RECLASSIFY 82853.6265		AP	1 4	
DI	DI		1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333	6,700.00	- RECLASSIFY 82853.6265				1
DI	DI		1628-MN COUNTIES INTERGOVERNME	01/2016	45017	01/08/2016	333	788.00	- RECLASSIFY 82853.6265				1
82-852-000-0000-6265 - Professional Services							Total	0.00					
82-852-000-0000-6335 - Mileage Expense													
PA	JE			01/2016	8418	01/09/2016	111	363.26	20160109 OPTIMUM PR JE 0001541				1
PA	JE			02/2016	8496	02/06/2016	111	639.90	20160206 OPTIMUM PR JE 0001549				1
PA	JE			03/2016	8567	03/05/2016	111	515.70	20160305 OPTIMUM PR JE 0001553				1
PA	JE			04/2016	8649	04/02/2016	111	862.38	20160402 OPTIMUM PR JE 0001557				1
PA	JE			04/2016	8683	04/16/2016	111	374.76	20160416 OPTIMUM PR JE 0001559				1
PA	JE			04/2016	8717	04/30/2016	111	312.12	20160430 OPTIMUM PR JE 0001561				1
PA	JE			05/2016	8780	05/28/2016	111	300.78	20160528 OPTIMUM PR JE 0001565				1
PA	JE			06/2016	8840	06/25/2016	111	373.68	20160625 OPTIMUM PR JE 0001569				1
82-852-000-0000-6335 - Mileage Expense							Total	3,742.58					
82-852-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous													
DI	DI		1886-BMO	02/2016	45442	02/04/2016	333	82.37	UNHINGED PIZZA	9564			1
DI	DI		1886-BMO	03/2016	45776	03/04/2016	333	112.15	DAYS INN	0955			1
DI	DI		1886-BMO	05/2016	46530	05/04/2016	333	104.55	UNHINGED	9556			1
82-852-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous							Total	299.07					
82-852-000-0000-6350 - Other Services & Charges													
DI	DI		688-BUERKLE/PATTY	06/2016	47139	06/24/2016	333	200.00	GIFT CARDS				1
82-852-000-0000-6350 - Other Services & Charges							Total	200.00					
82-852-000-0000-6402 - Office Supplies													
DI	DI		6009-INNOVATIVE OFFICE SOLUTIONS	04/2016	46068	04/01/2016	333	30.48	CHS SUPPLIE PROJECT HARMONY	IN1129693			1
82-852-000-0000-6402 - Office Supplies							Total	30.48					
82-852-000-0000-6612 - Captial - \$100-\$5,000 (Inventory)													
DI	DI		2716-TIERNEY BROTHERS INC	02/2016	45465	02/05/2016	333	443.20	PROJECTOR	708689			1
82-852-000-0000-6612 - Captial - \$100-\$5,000 (Inventory)							Total	443.20					
82-852-000-0000-6850 - Collections For Other Agencies													
DI	DI		222-MEEKER COUNTY TREASURER	04/2016	46412	04/22/2016	333	10,348.50	4TH QTR 2015 PROJECT HARMONY		DTG	1 6	
DI	DI		314-SIBLEY COUNTY TREASURER	04/2016	46420	04/22/2016	333	2,648.20	4TH QTR 2015 PROJECT HARMONY		DTG	1 6	
JE	JE			04/2016	8674	04/22/2016	917	9,828.51	4TH QTR 2015 PROJ HARMY-MCLEOD			1 6	
DI	DI		222-MEEKER COUNTY TREASURER	06/2016	47003	06/17/2016	333	13,895.00	1ST QTR 2016 PROJECT HARMONY			1	
DI	DI		314-SIBLEY COUNTY TREASURER	06/2016	47014	06/17/2016	333	4,007.89	1ST QTR 2016 PROJECT HARMONY			1	

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\*\*\*\*\* McLeod County IFS \*\*\*\*\*

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						NUMBER	DATE			Number	Cd	Basis
			82-852-000-0000-6850 - Collections For Other Agencies									
JE	JE			06/2016		8804	06/17/2016	928	13,282.27	1ST QTR 2016 PROJ HARMY-MCLEOD		1
			82-852-000-0000-6850 - Collections For Other Agencies					Total	54,010.37			
			PROGRAM 000 Total						16,675.67 -			
			DEPT 852 - PROJECT HARMONY GRANT Total						16,675.67 -			

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PROGRAM 000												
			82-853-000-0000-5280 - Collections From Other Agencies									
RE	RE		STATE OF MN	06/2016	183494	06/10/2016	222	1,883.00 -	REF HEALTH DISP 6/30/16			1
			82-853-000-0000-5280 - Collections From Other Agencies									
							Total	1,883.00 -				
			82-853-000-0000-5336 - Local Public Health Grant									
RE	RE		STATE OF MN	06/2016	183350	06/01/2016	222	194,262.67 -	MDH.LPHG.STATE.R.Q12016			1
			82-853-000-0000-5336 - Local Public Health Grant									
							Total	194,262.67 -				
			82-853-000-0000-5348 - Home Visiting Tanf									
RE	RE		STATE OF MN	04/2016	182651	04/15/2016	222	35,814.79 -	TANF 12/31/15		DFG	1 3
RE	RE		STATE OF MN	04/2016	182652	04/15/2016	222	28,648.40 -	TANF 9/30/15		DFG	1 3
RE	RE		STATE OF MN	06/2016	183450	06/08/2016	222	30,546.81 -	TANF			1
			82-853-000-0000-5348 - Home Visiting Tanf									
							Total	95,010.00 -				
			82-853-000-0000-5414 - Mch Grant									
					93.994			CFDA Number:	93.994			
RE	RE		STATE OF MN	02/2016	181934	02/26/2016	222	20,782.04 -	TITLE V/MCH 10/15-12/31/15		DFG	1 3
			82-853-000-0000-5414 - Mch Grant									
					93.994		Total	20,782.04 -				
			82-853-000-0000-5428 - FOLLOW ALONG PROGRAM									
								CFDA Number:	84.181			
RE	RE		MEEKER COUNTY	02/2016	181862	02/22/2016	222	1,449.75 -	4TH QTR 2015 FAP		DFG	1 3
RE	RE		STATE OF MN	05/2016	183112	05/20/2016	222	1,449.75 -	FAP 1/1-4/30/16			1
			82-853-000-0000-5428 - FOLLOW ALONG PROGRAM									
							Total	2,899.50 -				
			82-853-000-0000-5458 - MEDICAL RESERVE CORP 93.008									
RE	RE		NATIONAL ASSN OF COUNTY/CITY	06/2016	183377	06/03/2016	222	15,000.00 -	MRC GRANT			1
			82-853-000-0000-5458 - MEDICAL RESERVE CORP 93.008									
							Total	15,000.00 -				
			82-853-000-0000-5990 - Refunds & Reimbursements									
RE	RE		FREIDRICH/ALLIE	02/2016	181601	02/03/2016	222	22.49 -	REIMB CLOTHING INVOICE			1
RE	RE		MCLEOD COUNTY	02/2016	181600	02/03/2016	222	48.50 -	REIMB CLOTHING INVOICE			1
RE	RE		MCLEOD COUNTY	02/2016	181604	02/03/2016	222	566.72 -	REIMB CLOTHING INVOICE			1
RE	RE		MEEKER COUNTY	02/2016	181599	02/03/2016	222	10.00 -	REIMB CLOTHING INVOICE			1
RE	RE		MEEKER COUNTY	02/2016	181603	02/03/2016	222	198.00 -	REIMB CLOTHING INVOICE			1
RE	RE		SIBLEY COUNTY	02/2016	181598	02/03/2016	222	10.00 -	REIMB CLOTHING INVOICE			1
RE	RE		SIBLEY COUNTY	02/2016	181602	02/03/2016	222	259.38 -	REIMB CLOTHING INVOICE			1
RE	RE		MEEKER MCLEOD SIBLEY CHS	05/2016	183145	05/23/2016	222	635.35 -	CLOTHING REIMB			1
RE	RE		TOLLEFSON/BETH	06/2016	183492	06/10/2016	222	24.49 -	REIMB CLOTHING INVOICE			1
			82-853-000-0000-5990 - Refunds & Reimbursements									
							Total	1,774.93 -				
			82-853-000-0000-6105 - SALARIES AND WAGES-FULL TIME									
PA	JE			01/2016	8418	01/09/2016	111	3,156.80	20160109 OPTIMUM PR JE 0001541			1
PA	JE			01/2016	8454	01/23/2016	111	3,156.80	20160123 OPTIMUM PR JE 0001547			1
PA	JE			02/2016	8496	02/06/2016	111	3,156.80	20160206 OPTIMUM PR JE 0001549			1

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82-853-000-0000-6105 - SALARIES AND WAGES-FULL TIME													
PA	JE			02/2016	8527	02/20/2016	111	3,156.80	20160220 OPTIMUM PR JE 0001551				1
PA	JE			03/2016	8567	03/05/2016	111	2,880.58	20160305 OPTIMUM PR JE 0001553				1
PA	JE			03/2016	8607	03/19/2016	111	3,156.80	20160319 OPTIMUM PR JE 0001555				1
PA	JE			04/2016	8649	04/02/2016	111	3,156.80	20160402 OPTIMUM PR JE 0001557				1
PA	JE			04/2016	8683	04/16/2016	111	3,156.80	20160416 OPTIMUM PR JE 0001559				1
PA	JE			04/2016	8717	04/30/2016	111	3,156.80	20160430 OPTIMUM PR JE 0001561				1
PA	JE			05/2016	8750	05/14/2016	111	3,156.80	20160514 OPTIMUM PR JE 0001563				1
PA	JE			05/2016	8780	05/28/2016	111	2,959.50	20160528 OPTIMUM PR JE 0001565				1
PA	JE			06/2016	8812	06/11/2016	111	2,998.96	20160611 OPTIMUM PR JE 0001567				1
PA	JE			06/2016	8840	06/25/2016	111	2,564.90	20160625 OPTIMUM PR JE 0001569				1
82-853-000-0000-6105 - SALARIES AND WAGES-FULL TIME							Total	39,815.14					
82-853-000-0000-6121 - Personnel Wages													
DI	DI		718-BUERKLE/RHONDA	01/2016	45291	01/22/2016	333	1,148.00	LPHG TIME				1
DI	DI		718-BUERKLE/RHONDA	02/2016	45446	02/05/2016	333	1,512.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	02/2016	45627	02/19/2016	333	1,260.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	03/2016	45777	03/04/2016	333	1,344.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	03/2016	45894	03/18/2016	333	1,344.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	04/2016	46179	04/08/2016	333	1,680.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	04/2016	46203	04/15/2016	333	1,680.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	05/2016	46533	05/06/2016	333	1,680.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	05/2016	46702	05/20/2016	333	1,680.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	06/2016	46858	06/03/2016	333	1,344.00	LPHG GRANT TIME				1
DI	DI		718-BUERKLE/RHONDA	06/2016	46982	06/17/2016	333	1,680.00	LPHG GRANT TIME				1
82-853-000-0000-6121 - Personnel Wages							Total	16,352.00					
82-853-000-0000-6153 - HEALTH & LIFE INSURANCE-COUNTY SHARE													
PA	JE			01/2016	8418	01/09/2016	111	496.25	20160109 OPTIMUM PR JE 0001541				1
PA	JE			01/2016	8454	01/23/2016	111	493.75	20160123 OPTIMUM PR JE 0001547				1
PA	JE			02/2016	8496	02/06/2016	111	496.25	20160206 OPTIMUM PR JE 0001549				1
PA	JE			02/2016	8527	02/20/2016	111	493.75	20160220 OPTIMUM PR JE 0001551				1
PA	JE			03/2016	8567	03/05/2016	111	496.25	20160305 OPTIMUM PR JE 0001553				1
PA	JE			04/2016	8649	04/02/2016	111	493.75	20160402 OPTIMUM PR JE 0001557				1
PA	JE			04/2016	8683	04/16/2016	111	496.25	20160416 OPTIMUM PR JE 0001559				1
PA	JE			04/2016	8717	04/30/2016	111	494.48	20160430 OPTIMUM PR JE 0001561				1
PA	JE			05/2016	8750	05/14/2016	111	496.25	20160514 OPTIMUM PR JE 0001563				1
PA	JE			05/2016	8780	05/28/2016	111	493.75	20160528 OPTIMUM PR JE 0001565				1
PA	JE			06/2016	8812	06/11/2016	111	496.25	20160611 OPTIMUM PR JE 0001567				1
PA	JE			06/2016	8840	06/25/2016	111	493.75	20160625 OPTIMUM PR JE 0001569				1

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82-853-000-0000-6153 - HEALTH & LIFE INSURANCE-COUNTY					Total	5,940.73				
82-853-000-0000-6163 - PERA-COUNTY SHARE										
PA	JE		01/2016	8418 01/09/2016	111	236.76	20160109 OPTIMUM PR JE 0001541			1
PA	JE		01/2016	8454 01/23/2016	111	236.76	20160123 OPTIMUM PR JE 0001547			1
PA	JE		02/2016	8496 02/06/2016	111	236.76	20160206 OPTIMUM PR JE 0001549			1
PA	JE		02/2016	8527 02/20/2016	111	236.76	20160220 OPTIMUM PR JE 0001551			1
PA	JE		03/2016	8567 03/05/2016	111	216.05	20160305 OPTIMUM PR JE 0001553			1
PA	JE		03/2016	8607 03/19/2016	111	236.76	20160319 OPTIMUM PR JE 0001555			1
PA	JE		04/2016	8649 04/02/2016	111	236.76	20160402 OPTIMUM PR JE 0001557			1
PA	JE		04/2016	8683 04/16/2016	111	236.76	20160416 OPTIMUM PR JE 0001559			1
PA	JE		04/2016	8717 04/30/2016	111	236.76	20160430 OPTIMUM PR JE 0001561			1
PA	JE		05/2016	8750 05/14/2016	111	236.76	20160514 OPTIMUM PR JE 0001563			1
PA	JE		05/2016	8780 05/28/2016	111	221.97	20160528 OPTIMUM PR JE 0001565			1
PA	JE		06/2016	8812 06/11/2016	111	224.92	20160611 OPTIMUM PR JE 0001567			1
PA	JE		06/2016	8840 06/25/2016	111	192.37	20160625 OPTIMUM PR JE 0001569			1
82-853-000-0000-6163 - PERA-COUNTY SHARE					Total	2,986.15				
82-853-000-0000-6175 - FICA-COUNTY SHARE										
PA	JE		01/2016	8418 01/09/2016	111	201.29	20160109 OPTIMUM PR JE 0001541			1
PA	JE		01/2016	8454 01/23/2016	111	201.30	20160123 OPTIMUM PR JE 0001547			1
PA	JE		02/2016	8496 02/06/2016	111	201.29	20160206 OPTIMUM PR JE 0001549			1
PA	JE		02/2016	8527 02/20/2016	111	201.29	20160220 OPTIMUM PR JE 0001551			1
PA	JE		03/2016	8567 03/05/2016	111	180.17	20160305 OPTIMUM PR JE 0001553			1
PA	JE		03/2016	8607 03/19/2016	111	241.50	20160319 OPTIMUM PR JE 0001555			1
PA	JE		04/2016	8649 04/02/2016	111	201.29	20160402 OPTIMUM PR JE 0001557			1
PA	JE		04/2016	8683 04/16/2016	111	201.29	20160416 OPTIMUM PR JE 0001559			1
PA	JE		04/2016	8717 04/30/2016	111	201.79	20160430 OPTIMUM PR JE 0001561			1
PA	JE		05/2016	8750 05/14/2016	111	201.29	20160514 OPTIMUM PR JE 0001563			1
PA	JE		05/2016	8780 05/28/2016	111	186.20	20160528 OPTIMUM PR JE 0001565			1
PA	JE		06/2016	8812 06/11/2016	111	189.22	20160611 OPTIMUM PR JE 0001567			1
PA	JE		06/2016	8840 06/25/2016	111	156.02	20160625 OPTIMUM PR JE 0001569			1
82-853-000-0000-6175 - FICA-COUNTY SHARE					Total	2,563.94				
82-853-000-0000-6177 - UNEMPLOYMENT COMPENSATION										
DI	DI	46470-MINNESOTA UC FUND	01/2016	45125 01/15/2016	333	594.61	QTR 4 2015-J VARLAND	7970346	DTG	1 6
DI	DI	46470-MINNESOTA UC FUND	04/2016	46225 04/15/2016	333	252.74	QTR 1 2016-J VARLAND	7970346		1
82-853-000-0000-6177 - UNEMPLOYMENT COMPENSATION					Total	847.35				
82-853-000-0000-6203 - Communications										
PA	JE		01/2016	8418 01/09/2016	111	25.00	20160109 OPTIMUM PR JE 0001541			1
DI	DI	6412-VERIZON WIRELESS	01/2016	45308 01/22/2016	333	35.01	1 AIRCARD CHARGES (CHS)	975820398C		1

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82-853-000-0000-6203 - Communications										
PA	JE		01/2016	8454	01/23/2016	111	25.00	20160123 OPTIMUM PR JE 0001547	1	
DI	DI	11580-CENTURYLINK	02/2016	45449	02/05/2016	333	4.25	LONG DISTANCE	320439462	1
PA	JE		02/2016	8496	02/06/2016	111	25.00	20160206 OPTIMUM PR JE 0001549		1
DI	DI	6412-VERIZON WIRELESS	02/2016	45651	02/19/2016	333	35.01	1 AIRCARD CHARGES (CHS)	9759831402	1
PA	JE		02/2016	8527	02/20/2016	111	25.00	20160220 OPTIMUM PR JE 0001551		1
DI	DI	718-BUERKLE/RHONDA	03/2016	45777	03/04/2016	333	22.95	LPHG COMMUNICATIONS		1
PA	JE		03/2016	8567	03/05/2016	111	25.00	20160305 OPTIMUM PR JE 0001553		1
DI	DI	718-BUERKLE/RHONDA	03/2016	45894	03/18/2016	333	23.13	LPHG COMMUNICATIONS		1
DI	DI	6412-VERIZON WIRELESS	03/2016	45909	03/18/2016	333	35.01	1 AIRCARD CHARGES (CHS)	9761462352	1
PA	JE		04/2016	8649	04/02/2016	111	25.00	20160402 OPTIMUM PR JE 0001557		1
DI	DI	718-BUERKLE/RHONDA	04/2016	46203	04/15/2016	333	46.10	LPHG COMMUNICATION		1
DI	DI	6412-VERIZON WIRELESS	04/2016	46238	04/15/2016	333	35.01	1 AIRCARD CHARGES (CHS)	9763108335	1
PA	JE		04/2016	8683	04/16/2016	111	25.00	20160416 OPTIMUM PR JE 0001559		1
PA	JE		04/2016	8717	04/30/2016	111	25.00	20160430 OPTIMUM PR JE 0001561		1
DI	DI	718-BUERKLE/RHONDA	05/2016	46533	05/06/2016	333	22.95	LPHG COMMUNICATIONS		1
DI	DI	6412-VERIZON WIRELESS	05/2016	46567	05/13/2016	333	35.01	1 AIRCARD CHARGES (CHS)	9764751034	1
PA	JE		05/2016	8750	05/14/2016	111	25.00	20160514 OPTIMUM PR JE 0001563		1
DI	DI	718-BUERKLE/RHONDA	05/2016	46702	05/20/2016	333	23.13	LPHG COMMUNICATIONS		1
PA	JE		05/2016	8780	05/28/2016	111	25.00	20160528 OPTIMUM PR JE 0001565		1
PA	JE		06/2016	8812	06/11/2016	111	25.00	20160611 OPTIMUM PR JE 0001567		1
DI	DI	718-BUERKLE/RHONDA	06/2016	46982	06/17/2016	333	23.13	LPHG COMMUNICATIONS		1
DI	DI	6412-VERIZON WIRELESS	06/2016	47028	06/17/2016	333	35.01	1 AIRCARD CHARGES CHS	9764751034	1
PA	JE		06/2016	8840	06/25/2016	111	25.00	20160625 OPTIMUM PR JE 0001569		1
82-853-000-0000-6203 - Communications						Total	675.70			
82-853-000-0000-6205 - Postage And Postal Box Rental										
JE	JE		02/2016	8494	02/16/2016	903	36.68	Jan CHS Postage		1
JE	JE		03/2016	8586	03/23/2016	910	37.19	Jan CHS Postage		1
JE	JE		05/2016	8740	05/19/2016	923	13.05	Jan CHS Postage		1
JE	JE		05/2016	8740	05/19/2016	923	13.05	Jan CHS Postage		1
JE	JE		05/2016	8742	05/19/2016	923	13.05	Jan CHS Postage		1
82-853-000-0000-6205 - Postage And Postal Box Rental						Total	86.92			
82-853-000-0000-6245 - Dues And Registration Fees										
DI	DI	816-NATIONAL RURAL HEALTH ASSO	01/2016	45019	01/08/2016	333	300.00	2016 DUES		1
DI	DI	14-ASSOCIATION OF MINNESOTA CO	05/2016	46700	05/20/2016	333	250.00	AMC LEGISLATIVE CONFERENCE	44329	1
82-853-000-0000-6245 - Dues And Registration Fees						Total	550.00			
82-853-000-0000-6265 - Professional Services										
DI	DI	9820-MINNESOTA COUNTIES COMPU	01/2016	45015	01/08/2016	333	6,240.00	1ST QTR SOFTWARE SUPPORT	2Y1601079	1



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						NUMBER	DATE				Number	Cd	Basis
82-853-000-0000-6265 - Professional Services													
DI	DI		9820-MINNESOTA COUNTIES COMPU		01/2016	45015	01/08/2016	333	2,500.00	HIE FUND	2Y1601079		1
DI	DI		9820-MINNESOTA COUNTIES COMPU		01/2016	45015	01/08/2016	333	1,400.00	CHS USER-ANNUAL DUES	2Y1601079		1
DI	DI		1628-MN COUNTIES INTERGOVERNME		01/2016	45017	01/08/2016	333	105.00	WORKERS COMP AUDIT 2014		AP	1 4
DI	DI		1628-MN COUNTIES INTERGOVERNME		01/2016	45017	01/08/2016	333	6,700.00	PROPERTY & WC RENEWAL			1
DI	DI		1628-MN COUNTIES INTERGOVERNME		01/2016	45017	01/08/2016	333	788.00	WC RENEWAL			1
DI	DI		9820-MINNESOTA COUNTIES COMPU		02/2016	45458	02/05/2016	333	96.93	4TH QTR USER GROUP	2Y1601371	AP	1 4
DI	DI		4834-RAMSEY PRINTING INC		02/2016	45463	02/05/2016	333	2,650.98	CHS CLOTHING	55538		1
DI	DI		2403-THE HOARDING PROJECT		02/2016	45464	02/05/2016	333	362.70	HOARDING PROJECT PRESENTATION			1
DI	DI		1886-BMO		03/2016	45776	03/04/2016	333	60.00	CONSTANT CONTACT	0955		1
DI	DI		9820-MINNESOTA COUNTIES COMPU		04/2016	46415	04/22/2016	333	103.53	1ST QTR USER GROUP MTG EXP	2Y1604120		1
DI	DI		3345-BURN TRANSCRIPTION SERVICE		05/2016	46703	05/20/2016	333	315.00	COMMUNITY LISTENING SESSIONS			1
DI	DI		4834-RAMSEY PRINTING INC		05/2016	46735	05/20/2016	333	934.31	CHS CLOTHING	56138		1
DI	DI		1886-BMO		06/2016	46857	06/03/2016	333	500.18	GOTOCITRIX.COM	0955		1
82-853-000-0000-6265 - Professional Services								Total	22,756.63				
82-853-000-0000-6335 - Mileage Expense													
DI	DI		718-BUERKLE/RHONDA		02/2016	45446	02/05/2016	333	48.60	LPHG GRANT MILEAGE			1
PA	JE				02/2016	8496	02/06/2016	111	172.80	20160206 OPTIMUM PR JE 0001549			1
DI	DI		718-BUERKLE/RHONDA		03/2016	45777	03/04/2016	333	40.80	LPHG GRANT MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		03/2016	45894	03/18/2016	333	16.20	LPHG GRANT MILEAGE			1
PA	JE				03/2016	8607	03/19/2016	111	447.12	20160319 OPTIMUM PR JE 0001555			1
DI	DI		718-BUERKLE/RHONDA		04/2016	46179	04/08/2016	333	16.20	LPHG MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		04/2016	46203	04/15/2016	333	35.64	LPHG GRANT MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		05/2016	46533	05/06/2016	333	16.20	LPHG MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		05/2016	46702	05/20/2016	333	16.20	LPHG GRANT MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		06/2016	46858	06/03/2016	333	16.20	LPHG GRANT MILEAGE			1
DI	DI		718-BUERKLE/RHONDA		06/2016	46982	06/17/2016	333	32.40	LPHG GRANT MILEAGE			1
82-853-000-0000-6335 - Mileage Expense								Total	858.36				
82-853-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous													
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	18.48	COBORNS	9556		1
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	13.42	BROADWAY BISTRO	0955		1
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	19.59	DOOLITTLES	0955		1
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	13.42	BROADWAY BISTRO	0955		1
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	207.52	HAMPTONS INN	0955		1
DI	DI		1886-BMO		02/2016	45442	02/04/2016	333	13.95	RAPPERS EATERY	0955		1
PA	JE				02/2016	8496	02/06/2016	111	92.57	20160206 OPTIMUM PR JE 0001549			1
DI	DI		1886-BMO		03/2016	45776	03/04/2016	333	198.82	EXPEDIA	0955		1
PA	JE				03/2016	8607	03/19/2016	111	103.99	20160319 OPTIMUM PR JE 0001555			1



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82-853-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous													
DI	DI		1886-BMO	04/2016	46059	04/01/2016	333	366.74	INTERCONTINENTAL	0955			1
PA	JE			04/2016	8717	04/30/2016	111	6.41	20160430 OPTIMUM PR JE 0001561				1
DI	DI		1886-BMO	05/2016	46530	05/04/2016	333	72.65	CASEYS	9556			1
DI	DI		1886-BMO	05/2016	46530	05/04/2016	333	91.70	EXPEDIA	0955			1
DI	DI		1886-BMO	05/2016	46530	05/04/2016	333	9.00	HEALTHEAST BETHESDA	0955			1
							Total	1,228.26					
82-853-000-0000-6350 - Other Services & Charges													
DI	DI		1183-SURVEY MONKEY COM LLC	01/2016	45026	01/08/2016	333	228.00	2016 YEARLY PLAN	25698336			1
PA	JE			06/2016	8812	06/11/2016	111	26.49	20160611 OPTIMUM PR JE 0001567				1
							Total	254.49					
82-853-000-0000-6353 - Meeting Expense													
DI	DI		718-BUERKLE/RHONDA	02/2016	45446	02/05/2016	333	10.74	LPHG MEETING EXPENSE				1
DI	DI		1886-BMO	06/2016	46857	06/03/2016	333	10.62	WALMART	0955			1
DI	DI		1886-BMO	06/2016	46857	06/03/2016	333	60.00	CASEYS	0955			1
DI	DI		1886-BMO	06/2016	46857	06/03/2016	333	28.32	WALMART	0955			1
							Total	109.68					
82-853-000-0000-6360 - Training													
DI	DI		2704-SPANIER/TOBIAS	01/2016	45025	01/08/2016	333	1,200.00	INDIVIDUAL FEEDBACK		AP	1	4
DI	DI		56113-RIDGEWATER COLLEGE	06/2016	46873	06/03/2016	333	60.00	ROOM RENTAL CHS TRAINING	203886			1
							Total	1,260.00					
82-853-000-0000-6402 - Office Supplies													
PA	JE			04/2016	8649	04/02/2016	111	13.92	20160402 OPTIMUM PR JE 0001557				1
DI	DI		8564-OFFICE DEPOT INC	05/2016	46662	05/19/2016	333	27.64	SUPPLIES (CHS DIRECTOR)	836166690C			1
							Total	41.56					
82-853-000-0000-6855 - Chs													
DI	DI		222-MEEKER COUNTY TREASURER	06/2016	47003	06/17/2016	333	13,921.01	1ST QTR LPH 2016				1
DI	DI		314-SIBLEY COUNTY TREASURER	06/2016	47014	06/17/2016	333	10,479.61	1ST QTR LPH 2016				1
JE	JE			06/2016	8804	06/17/2016	928	18,887.46	1ST QTR LPH 2016-MCLEOD				1
							Total	43,288.08					
82-853-000-0000-6859 - Mch													
JE	JE			02/2016	8522	02/26/2016	906	5,821.47	4TH QTR MCH 2015-MCLEOD				1 6
DI	DI		222-MEEKER COUNTY TREASURER	03/2016	45784	03/04/2016	333	5,207.00	4TH QTR MCH 2015		DTG		1 6
DI	DI		314-SIBLEY COUNTY TREASURER	03/2016	45788	03/04/2016	333	4,574.07	4TH QTR MCH 2015		DTG		1 6
							Total	15,602.54					
								CFDA Number:	84.181				
DI	DI		222-MEEKER COUNTY TREASURER	02/2016	45668	02/26/2016	333	483.25	4TH QTR FAP 2015		DTG		1 6

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SC	Typ			NUMBER	DATE					Cd	Basis	
82-853-000-0000-6860 - Follow Along Program							CFDA Number:	84.181				
DI	DI	314-SIBLEY COUNTY TREASURER	02/2016	45675	02/26/2016	333	483.25	4TH QTR FAP 2015		DTG	1	6
JE	JE		02/2016	8522	02/26/2016	906	483.25	4TH QTR FAP 2015-MCLEOD			1	6
JE	JE		05/2016	8757	05/26/2016	925	483.25	1ST QTR FAP 2016-MCLEOD			1	
DI	DI	222-MEEKER COUNTY TREASURER	05/2016	46764	05/27/2016	333	483.25	1ST QTR FAP 2016			1	
DI	DI	314-SIBLEY COUNTY TREASURER	05/2016	46775	05/27/2016	333	483.25	1ST QTR FAP 2016			1	
82-853-000-0000-6860 - Follow Along Program						Total	2,899.50					
82-853-000-0000-6871 - Tanf												
DI	DI	222-MEEKER COUNTY TREASURER	04/2016	46219	04/15/2016	333	6,261.75	4TH QTR TANF 2015		DTG	1	6
DI	DI	314-SIBLEY COUNTY TREASURER	04/2016	46230	04/15/2016	333	4,881.75	4TH QTR TANF 2015		DTG	1	6
JE	JE		04/2016	8674	04/22/2016	917	6,399.99	4TH QTR TANF 2015-MCLEOD			1	6
DI	DI	222-MEEKER COUNTY TREASURER	06/2016	47003	06/17/2016	333	8,540.05	1ST QTR TANF 2016			1	
DI	DI	314-SIBLEY COUNTY TREASURER	06/2016	47014	06/17/2016	333	4,860.42	1ST QTR TANF 2016			1	
JE	JE		06/2016	8804	06/17/2016	928	10,937.00	1ST QTR TANF 2016-MCLEOD			1	
82-853-000-0000-6871 - Tanf						Total	41,880.96					
PROGRAM 000 Total							131,614.15 -					
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PROGRAM 000													
82-854-000-0000-5413 - Wic Grant					10.557			CFDA Number:	10.557				
RE	RE	STATE OF MN		01/2016	181329	01/11/2016	222	30,289.00	- WIC 11.2015		DFG	1	3
RE	RE	STATE OF MN		01/2016	181350	01/12/2016	222	811.00	- 2015 WIC 4TH QTR RETRO PAYMENT		DFG	1	3
RE	RE	STATE OF MN		02/2016	181571	02/01/2016	222	55,645.00	- 2015 FINAL PAYOUT WIC				1
RE	RE	STATE OF MN		02/2016	181684	02/09/2016	222	43,928.00	- WIC 12.2015		DFG	1	3
RE	RE	STATE OF MN		02/2016	181751	02/12/2016	222	159.00	- 11880521				1
RE	RE	STATE OF MN		03/2016	181997	03/02/2016	222	37,109.00	- WIC 1.2016				1
RE	RE	STATE OF MN		05/2016	182908	05/05/2016	222	36,015.00	- WIC 03/2016				1
RE	RE	STATE OF MN		06/2016	183402	06/06/2016	222	45,022.00	- WIC PROGRAM				1
82-854-000-0000-5413 - Wic Grant					10.557		Total	248,978.00	-				
82-854-000-0000-5459 - WIC PEER COUNSELING								CFDA Number:	10.557				
RE	RE	STATE OF MN		05/2016	183126	05/20/2016	222	2,297.00	- PEER				1
82-854-000-0000-5459 - WIC PEER COUNSELING							Total	2,297.00	-				
82-854-000-0000-6856 - Wic													
DI	DI	222-MEEKER COUNTY TREASURER		02/2016	45484	02/12/2016	333	8,699.02	NOVEMBER WIC 2015		DTG	1	6
DI	DI	222-MEEKER COUNTY TREASURER		02/2016	45484	02/12/2016	333	13,296.79	DECEMBER WIC 2015		DTG	1	6
DI	DI	222-MEEKER COUNTY TREASURER		02/2016	45484	02/12/2016	333	15,589.57	ADDTL WIC 2015		DTG	1	6
DI	DI	314-SIBLEY COUNTY TREASURER		02/2016	45490	02/12/2016	333	4,984.48	NOVEMBER WIC 2015		DTG	1	6
DI	DI	314-SIBLEY COUNTY TREASURER		02/2016	45490	02/12/2016	333	7,851.35	DECEMBER 2015 WIC		DTG	1	6
DI	DI	314-SIBLEY COUNTY TREASURER		02/2016	45490	02/12/2016	333	9,967.11	ADDTL WIC 2015		DTG	1	6
JE	JE			02/2016	8487	02/12/2016	901	159.00	BREAST PUMB KITS-MCLEOD				1
JE	JE			02/2016	8487	02/12/2016	901	16,605.50	NOVEMBER WIC 2015-MCLEOD				1 6
JE	JE			02/2016	8487	02/12/2016	901	22,779.86	DECEMBER WIC 2015-MCLEOD				1 6
JE	JE			02/2016	8487	02/12/2016	901	30,899.32	ADDITIONAL WIC 2015-MCLEOD				1 6
DI	DI	222-MEEKER COUNTY TREASURER		03/2016	45872	03/11/2016	333	13,959.77	JANUARY WIC 2016				1
DI	DI	314-SIBLEY COUNTY TREASURER		03/2016	45884	03/11/2016	333	6,154.66	JANUARY WIC 2016				1
JE	JE			03/2016	8559	03/11/2016	908	15,494.57	JANUARY WIC 2016-MCLEOD				1
JE	JE			05/2016	8744	05/19/2016	922	3,025.76	JANUARY WIC 2016-MCLEOD				1
JE	JE			05/2016	8744	05/19/2016	922	20,349.99	MARCH WIC 2016-MCLEOD				1
DI	DI	222-MEEKER COUNTY TREASURER		05/2016	46728	05/20/2016	333	3,025.76	- JANUARY WIC 2016				1
DI	DI	222-MEEKER COUNTY TREASURER		05/2016	46728	05/20/2016	333	8,116.74	MARCH WIC 2016				1
DI	DI	314-SIBLEY COUNTY TREASURER		05/2016	46739	05/20/2016	333	4,548.27	MARCH WIC 2016				1
DI	DI	222-MEEKER COUNTY TREASURER		06/2016	47003	06/17/2016	333	12,516.44	APRIL WIC 2016				1
DI	DI	314-SIBLEY COUNTY TREASURER		06/2016	47014	06/17/2016	333	7,143.80	APRIL WIC 2016				1
JE	JE			06/2016	8804	06/17/2016	928	23,861.76	APRIL WIC 2016-MCLEOD				1
82-854-000-0000-6856 - Wic							Total	242,978.00					
82-854-000-0000-6861 - WIC PEER COUNSELING													

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												Number	Cd	Basis
			82-854-000-0000-6861 - WIC PEER COUNSELING											
JE	JE				05/2016	8757	05/26/2016	925		2,297.00	WIC PEER COUNSELING-MCLEOD			1
			82-854-000-0000-6861 - WIC PEER COUNSELING						Total	2,297.00				
									PROGRAM 000 Total	6,000.00 -				
									DEPT 854 - WIC Total	6,000.00 -				

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		PROGRAM 000											
		82-856-000-0000-5338 - Fpsp Grant 93.558							CFDA Number: 93.558				
RE	RE	STATE OF MN		02/2016	181874	02/23/2016	222	19,497.83	FPSP 10/1-12/31/15		DFG	1	3
RE	RE	STATE OF MN		05/2016	183113	05/20/2016	222	15,530.59	FPSP 1/1-3/31/16			1	
		82-856-000-0000-5338 - Fpsp Grant 93.558							Total 35,028.42 -				
		82-856-000-0000-6241 - Printing And Publishing											
DI	DI	4238-4IMPRINT INC		05/2016	46747	05/20/2016	333	215.40	MMS CHS FAMILY PLANNING	INV#460996		1	
		82-856-000-0000-6241 - Printing And Publishing							Total 215.40				
		82-856-000-0000-6260 - Std Testing											
DI	DI	6206-MEEKER MEMORIAL HOSPITAL		03/2016	45873	03/11/2016	333	80.00	MMS CHS STD TESTING	ACCT#23222		1	
		82-856-000-0000-6260 - Std Testing							Total 80.00				
		82-856-000-0000-6261 - Physical Examinations											
DI	DI	2412-GLENCOE REGIONAL HEALTH SE		01/2016	45296	01/22/2016	333	8.63	EXAMS MMS CHS	ACCT#42800		1	
DI	DI	1269-HUTCHINSON HEALTH		01/2016	45297	01/22/2016	333	31.61	EXAMS MMS CHS			1	
DI	DI	2412-GLENCOE REGIONAL HEALTH SE		03/2016	45864	03/11/2016	333	23.00	EXAMS MMS CHS	ACCT#42800		1	
DI	DI	1269-HUTCHINSON HEALTH		03/2016	45866	03/11/2016	333	987.34	EXAMS MMS CHS			1	
DI	DI	8125-ACMC LITCHFIELD		04/2016	46178	04/08/2016	333	1,483.31	EXAMS MMS CHS	ACCT#49-10		1	
DI	DI	1269-HUTCHINSON HEALTH		04/2016	46187	04/08/2016	333	125.65	EXAMS MMS CHS			1	
DI	DI	2412-GLENCOE REGIONAL HEALTH SE		05/2016	46711	05/20/2016	333	111.04	EXAMS MMS CHS	ACCT#42800		1	
		82-856-000-0000-6261 - Physical Examinations							Total 2,770.58				
		82-856-000-0000-6265 - Professional Services											
DI	DI	1886-BMO		04/2016	46059	04/01/2016	333	60.00	CONSTANT CONTACT	0955		1	
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	65.00	CONSTANT CONTACT	0955		1	
DI	DI	1886-BMO		06/2016	46857	06/03/2016	333	750.00	DROP BOX	0955		1	
DI	DI	1886-BMO		06/2016	46857	06/03/2016	333	65.00	WALMART	0955		1	
		82-856-000-0000-6265 - Professional Services							Total 940.00				
		82-856-000-0000-6350 - Other Services & Charges											
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	30.00	TARGET	9556		1	
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	40.00	QDOBA	9556		1	
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	30.00	SUBWAY	9556		1	
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	255.02	WALMART	9556		1	
		82-856-000-0000-6350 - Other Services & Charges							Total 355.02				
		82-856-000-0000-6353 - Meeting Expense											
DI	DI	1886-BMO		05/2016	46530	05/04/2016	333	541.17	DOMINOS	0955		1	
		82-856-000-0000-6353 - Meeting Expense							Total 541.17				
		82-856-000-0000-6439 - Prescriptions											
DI	DI	4238-4IMPRINT INC		01/2016	45313	01/22/2016	333	1,480.27	MMS CHS FAMILY PLANNING	4388509	AP	1	4

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						NUMBER	DATE	Seq #			Number	Cd	Basis
82-856-000-0000-6439 - Prescriptions													
DI	DI		4006-FAMILY REXALL DRUG		03/2016	45862	03/11/2016	333	62.50	PRESCRIPTION MMS CHS			1
DI	DI		1251-MEDICINE SHOPPE		03/2016	45871	03/11/2016	333	399.97	MMS CHS PRESCRIPTION	RX 792631		1
DI	DI		4006-FAMILY REXALL DRUG		04/2016	46184	04/08/2016	333	45.59	PRESCRIPTION MMS CHS			1
DI	DI		4006-FAMILY REXALL DRUG		05/2016	46708	05/20/2016	333	62.50	PRESCRIPTION MMS CHS	RX16130556		1
DI	DI		4006-FAMILY REXALL DRUG		05/2016	46708	05/20/2016	333	40.90	PRESCRIPTION MMS CHS RX			1
DI	DI		6324-GUIDE POINT PHARMACY		05/2016	46712	05/20/2016	333	10.00	MMS CHS PRESCRIPTION	RX#211804		1
DI	DI		1251-MEDICINE SHOPPE		05/2016	46727	05/20/2016	333	9.97	MMS CHS PRESCRIPTION	RX 799144		1
82-856-000-0000-6439 - Prescriptions								Total	2,111.70				
82-856-000-0000-6858 - Fpsp													
DI	DI		222-MEEKER COUNTY TREASURER		02/2016	45668	02/26/2016	333	6,924.22	4TH QTR FPSP 2015		DTG	1 6
DI	DI		314-SIBLEY COUNTY TREASURER		02/2016	45675	02/26/2016	333	2,359.10	4TH QTR FPSP 2015		DTG	1 6
JE	JE				02/2016	8522	02/26/2016	906	6,830.96	4TH QTR FPSP 2015-MCLEOD			1 6
JE	JE				05/2016	8757	05/26/2016	925	4,686.65	1ST QTR FPSP 2016-MCLEOD			1
DI	DI		222-MEEKER COUNTY TREASURER		05/2016	46764	05/27/2016	333	5,416.18	1ST QTR FPSP 2016			1
DI	DI		314-SIBLEY COUNTY TREASURER		05/2016	46775	05/27/2016	333	2,354.44	1ST QTR FPSP 2016			1
82-856-000-0000-6858 - Fpsp								Total	28,571.55				
PROGRAM 000 Total									557.00				
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Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant		Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE				Number	Cd	Basis
PROGRAM 000													
82-857-000-0000-5301 - HEALTHY HOMES										CFDA Number:	85.287		
RE	RE		STATE OF MN		02/2016	181822	02/19/2016	222	9,840.97 -	HEALTHY HOMES 10/15-12/30/15		DFG	1 3
RE	RE		STATE OF MN		05/2016	183114	05/20/2016	222	13,765.62 -	MDH GRANT 1/1-3/31/16			1
82-857-000-0000-5301 - HEALTHY HOMES										Total	23,606.59 -		
82-857-000-0000-6850 - Collections For Other Agencies													
DI	DI		222-MEEKER COUNTY TREASURER		02/2016	45668	02/26/2016	333	4,432.00	4TH QTR 2015 HEALTHY HOMES		DTG	1 6
DI	DI		314-SIBLEY COUNTY TREASURER		02/2016	45675	02/26/2016	333	1,528.75	4TH QTR 2015 HEALTHY HOMES		DTG	1 6
JE	JE				02/2016	8522	02/26/2016	906	3,880.22	4TH QTR 2015 HEALTHY HOMES-MCL			1 6
JE	JE				05/2016	8757	05/26/2016	925	4,561.42	1ST QTR 2016 HEALTHY HOMES-MCL			1
DI	DI		222-MEEKER COUNTY TREASURER		05/2016	46764	05/27/2016	333	5,083.62	1ST QTR HEALTHY HOMES 2016			1
DI	DI		314-SIBLEY COUNTY TREASURER		05/2016	46775	05/27/2016	333	4,120.58	1ST QTR HEALTHY HOMES 2016			1
82-857-000-0000-6850 - Collections For Other Agencies										Total	23,606.59		
PROGRAM 000 Total										0.00			
DEPT 857 - HEALTHY HOMES Total										0.00			

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Fund 82 - COMMUNITY HEALTH SERVICE FU  
DEPT 858 - EARLY HEARING DETECTION & I

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Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
			PROGRAM 000									
			82-858-000-0000-5404 - Early Hearing Detection & Intervention						CFDA Number: 93.251			
RE	RE		STATE OF MN	05/2016		183111	05/20/2016	222	2,000.00 - EHDI & BD 1/1/16- 3/31/16			1
			82-858-000-0000-5404 - Early Hearing Detection & Intervention					Total	2,000.00 -			
			82-858-000-0000-6850 - Collections For Other Agencies									
JE	JE			05/2016		8757	05/26/2016	925	1,200.00 2016 EHDI & BDIS-MCLEOD			1
DI	DI		314-SIBLEY COUNTY TREASURER	05/2016		46775	05/27/2016	333	800.00 BIRTH DEFECTS			1
			82-858-000-0000-6850 - Collections For Other Agencies					Total	2,000.00			
								PROGRAM 000 Total	0.00			
								DEPT 858 - EARLY HEARING DETECTION & INTERVENTION Total	0.00			



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Fund 82 - COMMUNITY HEALTH SERVICE FU  
DEPT 859 - HEALTHY COMMUNITIES ACTIVI

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Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant		Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE				Number	Cd	Basis
			PROGRAM 000										
			82-859-000-0000-5280 - Collections From Other Agencies										
RE	RE		GLENCOE REGIONAL HEALTH SERVIC	02/2016		181562	02/01/2016	222	1,500.00 -	2016 HEALTHY COMMUNITIES			1
RE	RE		MEEKER MEMORIAL	02/2016		181666	02/08/2016	222	1,500.00 -	2016 HEALTHY COMMUNITIES			1
RE	RE		RIDGEVIEW SIBLEY MEDICAL	02/2016		181938	02/26/2016	222	1,500.00 -	2016 HEALTHY COMMUNITIES			1
			82-859-000-0000-5280 - Collections From Other Agencies					Total	4,500.00 -				
			82-859-000-0000-6350 - Other Services & Charges										
DI	DI		11184-COMMUNITY EDUCATION - LI	03/2016		45780	03/04/2016	333	74.00	HEALTHY COMMUNITIES			1
			82-859-000-0000-6350 - Other Services & Charges					Total	74.00				
			82-859-000-0000-6353 - Meeting Expense										
DI	DI		1886-BMO	05/2016		46530	05/04/2016	333	64.38	DUNN BROS	0955		1
DI	DI		1886-BMO	05/2016		46530	05/04/2016	333	128.45	WALMART	0955		1
DI	DI		1886-BMO	05/2016		46530	05/04/2016	333	85.48	WALMART	0955		1
DI	DI		1886-BMO	06/2016		46857	06/03/2016	333	87.19	SUBWAY	0955		1
DI	DI		1886-BMO	06/2016		46857	06/03/2016	333	67.49	CASEYS	0955		1
DI	DI		1886-BMO	06/2016		46857	06/03/2016	333	40.00	CASEYS	0955		1
DI	DI		3645-HUTCHINSON EVENT CENTER	06/2016		46959	06/10/2016	333	280.00	HEALTHY COMMUNITIES MEETING			1
			82-859-000-0000-6353 - Meeting Expense					Total	752.99				
			PROGRAM 000 Total						3,673.01 -				
			DEPT 859 - HEALTHY COMMUNITIES ACTIVITIES Total						3,673.01 -				

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DEPT 862 - SHIP

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Tran	SC	Type	Vendor	G/L Month	Receipt/Warrant NUMBER DATE	Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	Basis	R1R2
PROGRAM 000												
82-862-000-0000-5301 - State Health Improvement Program (Ship)												
RE	RE	STATE OF MN		02/2016	181608 02/03/2016	222	18,844.68	- MDH.SHIP.NOV.R.SATE		DFG	1	3
RE	RE	STATE OF MN		03/2016	182129 03/09/2016	222	23,167.37	- MDH.SHIP.DEC2015.R.STATE		DFG	1	3
RE	RE	STATE OF MN		03/2016	182301 03/22/2016	222	17,281.52	- MDH.SHIP.JAN2016.R.STATE			1	
RE	RE	STATE OF MN		04/2016	182573 04/12/2016	222	14,719.77	- MDH.SHIP.STATE.R.FEB2016			1	
RE	RE	STATE OF MN		05/2016	183312 05/31/2016	222	13,251.38	- MDH.SHIP.STATE.R.MARCH2016			1	
RE	RE	STATE OF MN		06/2016	183718 06/28/2016	222	16,914.17	- MDH.SHIP.STATE.R.APRIL2016			1	
82-862-000-0000-5301 - State Health Improvement Program (Ship)						Total	104,178.89					
82-862-000-0000-6121 - Personnel Wages												
DI	DI	718-BUERKLE/RHONDA		01/2016	44998 01/08/2016	333	1,640.00	SHIP GRANT (SIBLEY)			1	
DI	DI	5576-BACHMAN/MARY		01/2016	45314 01/29/2016	333	980.00	SHIP GRANT TIME			1	
DI	DI	5576-BACHMAN/MARY		02/2016	45657 02/26/2016	333	980.00	SHIP GRANT TIME			1	
DI	DI	5576-BACHMAN/MARY		03/2016	46038 03/25/2016	333	980.00	SHIP GRANT TIME			1	
DI	DI	5576-BACHMAN/MARY		04/2016	46428 04/29/2016	333	980.00	SHIP GRANT TIME			1	
DI	DI	5576-BACHMAN/MARY		05/2016	46701 05/20/2016	333	980.00	SHIP GRANT TIME			1	
DI	DI	5576-BACHMAN/MARY		06/2016	47138 06/24/2016	333	980.00	SHIP GRANT TIME			1	
82-862-000-0000-6121 - Personnel Wages						Total	7,520.00					
82-862-000-0000-6203 - Communications												
DI	DI	718-BUERKLE/RHONDA		01/2016	44998 01/08/2016	333	45.75	SHIP COMMUNICATIONS			1	
82-862-000-0000-6203 - Communications						Total	45.75					
82-862-000-0000-6241 - Printing And Publishing												
DI	DI	91-FRANKLIN PRINTING INC		04/2016	46063 04/01/2016	333	310.91	POST ITS-VEGETABLE REMINDER	160238		1	
DI	DI	2243-PARAGON PRINTING & MAILING		04/2016	46080 04/01/2016	333	198.74	POSTCARD PRINTING SHIP TOBACCO	102488		1	
DI	DI	2243-PARAGON PRINTING & MAILING		05/2016	46734 05/20/2016	333	196.32	POSTCARD PRINTING SHIP TOBACCO	103272		1	
82-862-000-0000-6241 - Printing And Publishing						Total	705.97					
82-862-000-0000-6265 - Professional Services												
DI	DI	1886-BMO		02/2016	45442 02/04/2016	333	60.00	CONSTANT CONTACT	0955		1	
DI	DI	1993-JOANNE MOZE LLC		04/2016	46069 04/01/2016	333	1,647.21	SHIP 4 EVALUATION SERVICES	109		1	
DI	DI	1993-JOANNE MOZE LLC		05/2016	46714 05/20/2016	333	2,867.58	SHIP 4 EVALUATION SERVICES	110		1	
82-862-000-0000-6265 - Professional Services						Total	4,574.79					
82-862-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous												
DI	DI	3276-BAGLEY/PAM		04/2016	46202 04/15/2016	333	41.05	SHIP MEETING EXPENSES			1	
DI	DI	3276-BAGLEY/PAM		05/2016	46532 05/06/2016	333	20.37	SHIP MEETING EXPENSES-SCHOOL			1	
82-862-000-0000-6336 - Meals, Lodging, Parking & Miscellaneous						Total	61.42					
82-862-000-0000-6350 - Other Services & Charges												
DI	DI	3238-KORTZ/AUDREY		03/2016	46042 03/25/2016	333	19.08	SHIP PARTNER EXP-COMM HE			1	

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Tran	SC	Typ	Vendor	G/L Month	Receipt/Warrant		Seq #	AMOUNT	DESCRIPTION	Invoice Number	Accr Cd	Basis	R1R2
					NUMBER	DATE							
			82-862-000-0000-6350 - Other Services & Charges										
DI	DI		3277-OLSON/JOAN	04/2016	46228	04/15/2016	333	224.73	SHIP PARTNER EXPENSE				1
DI	DI		1420-ST PAULS LUTHERAN SCHOOL	05/2016	46565	05/13/2016	333	112.79	SHIP PARTNER EXPENSE-SCHOOLS				1
DI	DI		3350-PRAIRIE LUTHERAN SCHOOL	05/2016	46771	05/27/2016	333	66.26	SHIP PARTNER EXPENSE-SCHOOL				1
			82-862-000-0000-6350 - Other Services & Charges					Total	422.86				
			82-862-000-0000-6612 - Captial - \$100-\$5,000 (Inventory)										
DI	DI		2716-TIERNEY BROTHERS INC	02/2016	45465	02/05/2016	333	500.00	PROJECTOR	708689			1
			82-862-000-0000-6612 - Captial - \$100-\$5,000 (Inventory)					Total	500.00				
			82-862-000-0000-6850 - Collections For Other Agencies										
DI	DI		222-MEEKER COUNTY TREASURER	02/2016	45637	02/19/2016	333	6,745.96	NOV SHIP 2015		DTG	1	6
DI	DI		314-SIBLEY COUNTY TREASURER	02/2016	45647	02/19/2016	333	4,997.06	NOV SHIP 2015		DTG	1	6
JE	JE			02/2016	8505	02/19/2016	905	2,498.68	NOV SHIP 2015-MCLEOD			1	6
DI	DI		222-MEEKER COUNTY TREASURER	03/2016	45872	03/11/2016	333	6,618.30	DEC SHIP 2015		DTG	1	6
DI	DI		314-SIBLEY COUNTY TREASURER	03/2016	45884	03/11/2016	333	8,306.37	DEC SHIP 2015		DTG	1	6
JE	JE			03/2016	8559	03/11/2016	908	1,752.14	DEC SHIP 2015-MCLEOD			1	6
DI	DI		222-MEEKER COUNTY TREASURER	03/2016	46045	03/25/2016	333	6,623.45	JAN SHIP 2016			1	
DI	DI		314-SIBLEY COUNTY TREASURER	03/2016	46052	03/25/2016	333	6,874.34	JAN SHIP 2016			1	
JE	JE			03/2016	8597	03/25/2016	913	1,117.98	JAN SHIP 2016-MCLEOD			1	
DI	DI		222-MEEKER COUNTY TREASURER	04/2016	46219	04/15/2016	333	5,985.26	FEB SHIP 2016			1	
DI	DI		314-SIBLEY COUNTY TREASURER	04/2016	46230	04/15/2016	333	5,374.39	FEB SHIP 2016			1	
JE	JE			04/2016	8674	04/22/2016	917	1,820.12	FEB SHIP 2016-MCLEOD			1	
DI	DI		222-MEEKER COUNTY TREASURER	06/2016	47003	06/17/2016	333	5,589.24	MARCH SHIP 2016			1	
DI	DI		314-SIBLEY COUNTY TREASURER	06/2016	47014	06/17/2016	333	4,659.04	MARCH SHIP 2016			1	
JE	JE			06/2016	8804	06/17/2016	928	2,004.02	MARCH SHIP 2016-MCLEOD			1	
			82-862-000-0000-6850 - Collections For Other Agencies					Total	70,966.35				
			PROGRAM 000 Total					19,381.75 -					
			DEPT 862 - SHIP Total					19,381.75 -					

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Fund 82 - COMMUNITY HEALTH SERVICE FU  
DEPT 866 - EMERGENCY PREPAREDNESS TO

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Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
			PROGRAM 000									
			82-866-000-0000-5454 - Bioterrorism Ep Grant			93.283			CFDA Number: 93.283			
RE	RE		STATE OF MN		02/2016	181952	02/29/2016	222	32,248.24 -	EPR 10/1/15-12/31/15	DFG	1 3
RE	RE		STATE OF MN		05/2016	183125	05/20/2016	222	17,490.56 -	MDH.PHEP.93.039.R.Q3 BP4		1
			82-866-000-0000-5454 - Bioterrorism Ep Grant			93.283		Total	49,738.80 -			
			82-866-000-0000-6850 - Collections For Other Agencies									
JE	JE				02/2016	8522	02/26/2016	906	11,721.72	EP 4TH QTR 2015-MCLEOD		1 6
DI	DI		222-MEEKER COUNTY TREASURER		03/2016	45784	03/04/2016	333	8,846.00	4TH QTR EP 2015	DTG	1 6
DI	DI		314-SIBLEY COUNTY TREASURER		03/2016	45788	03/04/2016	333	11,680.52	4TH QTR EP 2015	DTG	1 6
JE	JE				05/2016	8757	05/26/2016	925	8,270.79	EP 1ST QTR 2016-MCLEOD		1
DI	DI		222-MEEKER COUNTY TREASURER		05/2016	46764	05/27/2016	333	1,986.75	1ST QTR EP 2016		1
DI	DI		314-SIBLEY COUNTY TREASURER		05/2016	46775	05/27/2016	333	7,233.02	1ST QTR EP 2016		1
			82-866-000-0000-6850 - Collections For Other Agencies					Total	49,738.80			
			PROGRAM 000 Total						0.00			
			DEPT 866 - EMERGENCY PREPAREDNESS TO BIOTERRORISM						0.00			

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Fund 82 - COMMUNITY HEALTH SERVICE FU  
DEPT 872 - CHILD & TEEN CHECKUPS (C&TC

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Tran	SC	Typ	Vendor	G/L	Month	Receipt/Warrant	Seq #	AMOUNT	DESCRIPTION	Invoice	Accr	R1R2
						NUMBER	DATE			Number	Cd	Basis
PROGRAM 000												
82-872-000-0000-6350 - Other Services & Charges												
DI	DI		3240-THOMPSON/ANGELA		04/2016	46088	04/01/2016	333	9.62	CTC REGIONAL MEETING		1
DI	DI		3240-THOMPSON/ANGELA		06/2016	46973	06/10/2016	333	9.62	CTC REGIONAL MEETING MEAL REIM		1
82-872-000-0000-6350 - Other Services & Charges								Total	19.24			
PROGRAM 000 Total									19.24			
DEPT 872 - CHILD & TEEN CHECKUPS (C&TC) Total									19.24			
Fund 82 - COMMUNITY HEALTH SERVICE FUND Total									177,668.34 -			
412 Transactions								76 Accounts	Final Total	177,668.34 -		



## STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE

**Friday, June 24, 2016**  
**Take Home Points**

### NEXT SCHSAC MEETING

**Wednesday, September 28th**, 1 p.m. – 4:30pm, Breezy Point Conference Center, Breezy Point, MN  
*Agenda items:* SCHSAC Advancing Health Equity Workgroup recommendations and report; revised PHEP CHB Funding Formula from the SCHSAC Public Health Emergency Preparedness Oversight Group

### SCHSAC EVENTS

The annual Community Health Conference will be held September 28, 29 and 30, 2016, at Breezy Point Conference Center, Breezy Point, MN. Registration will open July 15<sup>th</sup> online at [www.health.state.mn.us/chc](http://www.health.state.mn.us/chc).

Nominations for the 2016 Community Health Awards are due July 16<sup>th</sup>. Forms are available online at <http://www.health.state.mn.us/divs/opi/pm/awards/>. Contact Megan Drake-Pereyra at [Megan.Drake-Pereyra@state.mn.us](mailto:Megan.Drake-Pereyra@state.mn.us) with questions.

### JUNE 24th SCHSAC BUSINESS

- There were 91 in attendance. Thirty-five of the 49 CHBs were represented.
- Executive Committee appointed new workgroup members and charges for the SCHSAC Conference Planning Workgroup, the SCHSAC Nominations and Awards Workgroup, and the new MDH Technical Assistance Ad Hoc Group.
- Executive Committee determined that the Climate Adaptation Review Group, included in the SCHSAC Work Plan, will not begin in 2016. While MDH did receive CDC funding for climate adaptation work, the new CDC grant requirements do not align with the original plan for the SCHSAC group. SCHSAC may revisit this topic in the future.
- Susan Morris, Isanti CHB, Chair, SCHSAC Public Health Emergency Preparedness Oversight Group, reported that Minnesota's federal PHEP funding experienced a 7% cut from the current year to next year, and Cities Readiness Initiative (CRI) funding was cut 10% as a result of CDC's redirection of funding to Zika activities across the nation.
- The Emergency Preparedness Oversight Group will be bringing a revised PHEP CHB funding formula to the September SCHSAC meeting for approval. The proposal will be shared with SCHSAC members and local public health directors over the summer.
- The chairs of the SCHSAC Advancing Health Equity Workgroup, Sheila Kiscaden, Olmsted CHB, and Bonnie Paulsen, City of Bloomington CHB, informed SCHSAC members that they will be asked to approve the workgroup's recommendations at the September 28<sup>th</sup> meeting.

### FROM THE COMMISSIONER

- Deputy Commissioner Dan Pollock addressed SCHSAC on behalf of Commissioner Ehlinger, who was regretfully unable to attend. Mr. Pollock gave a recap of the 2016 state legislative session including the opioid antagonist dispensing law found in 2016 Minnesota Session Law, Chapter 124, Sections 1, 7 and 9.
- Zika Update: Legislation passed requiring the health commissioner to seek additional federal funds for Zika preparedness and response including lab testing patients who meet the criteria for Zika testing; public health surveillance, awareness and prevention; and mosquito

surveillance in areas where mosquitoes carrying the Zika virus may be found. Mosquitoes carrying Zika are not likely to be found in Minnesota, but there have been positive cases in Minnesotans who traveled to Zika-impacted areas.

- MDH has information about the Zika Virus online at <http://www.health.state.mn.us/divs/idepc/diseases/zika/index.html> with links to CDC for the latest updates.

## HEALTH EQUITY HIGHLIGHTS

- Julie Myhre, Director, Office of Statewide Health Improvement Initiatives (OSHII), and ThaoMee Xiong, Director, Center for Health Equity, shared with SCHSAC how MDH is intentionally addressing advancing health equity in the Statewide Health Improvement Program (SHIP). Ann Kinney presented on the Health Equity Data Guide and the current pilot project with 10 SHIP grantees. The data guide will be revised based on the results of the pilot project; the current version is available at <http://www.health.state.mn.us/divs/chs/healthequity/guide/healthequitydataguideV1.0-final.pdf>. The new version will be rolled out in January, 2017.
- New term: HEDA – a five-step process for Health Equity Data Analysis. Visit the data guide for more information.
- The soon-to-be announced Eliminating Health Disparities Initiative (EHDI) Grantees will begin their work on July 1, 2016. Visit the MDH Center for Health Equity at <http://www.health.state.mn.us/divs/che/>

## HOT TOPIC: THE OPIOID OVERDOSE EPIDEMIC

- Dana Farley, Health Promotion and Chronic Disease, MDH, presented on the MDH report “Drug overdose deaths among Minnesota residents, 2000-2015” available at <http://www.health.state.mn.us/divs/healthimprovement/data/reports/drugoverdose.html>.
  - Drug overdose deaths, including those involving unintentional deaths and suicides, increased 11 percent between 2014 and 2015.
  - In 2015, there were 572 drug overdose deaths compared to 398 deaths on Minnesota roads.
  - In 2015, more than half of drug-related deaths were tied to prescription medication as opposed to illegal street drugs.
- State Senator, Chris A. Eaton, District 40, and State Representative, Dave Baker, District 17B, discussed their personal connection to the opioid overdose epidemic and how they are addressing it in the state legislature. In 2014, Senator Eaton authored the bill now known as “Steve’s Law” that equips first responders with a crucial antidote to heroin overdoses and also provides immunity for people who call 911, even if they may be users themselves. This year, Senator Eaton proposed the bill to allow pharmacists to directly prescribe naloxone without a doctor's standing order. This bill became the state law: 2016 Minnesota Session Law, Chapter 124, Sections 1, 7 and 9. Representative Baker was elected in 2014 and has worked with Senator Eaton to spearhead efforts in the Legislature to expand programs that prevent opioid overdose deaths.

**MORE ABOUT SCHSAC** If you have questions or need copies of any materials sent to SCHSAC members, please contact Becky Buhler, MDH, at [becky.buhler@state.mn.us](mailto:becky.buhler@state.mn.us) or 651-201-5795.

**SECOND AMENDED  
JOINT POWERS AGREEMENT BETWEEN  
MEEKER-MCLEOD-SIBLEY COUNTIES  
CREATING THE JOINT COMMUNITY HEALTH BOARD**

**ARTICLE 1  
ENABLING AUTHORITY**

THIS AGREEMENT (hereinafter referred to as the Agreement) is made by and between Meeker, McLeod and Sibley Counties (each hereinafter referred to as a Member County). Each Member County is a political subdivision and governmental unit. These Member Counties will hereinafter collectively be referred to as the Member Counties or the parties.

This Agreement amends and supersedes the Joint Powers Agreement originally dated April 19, 1990 and first amended August 8, 2006.

This Agreement is established pursuant to the authority granted pursuant to the Minnesota Constitution, laws of the State of Minnesota and, more specifically, Minnesota Statutes, Section 471.59 regarding joint powers entities and Minnesota Statutes, Section 145A regarding community health boards.

**ARTICLE II  
PURPOSE**

By this Agreement, the parties have determined that they are jointly able to provide better and more efficient local public health services than as individual counties and that their powers under Minnesota Statutes and other applicable law may best be exercised jointly.

Accordingly, the parties desire to enter into this Agreement to establish the method by which this purpose shall be accomplished and the manner in which its powers will be exercised.

**ARTICLE III  
NAME OF ORGANIZATION AND BOUNDARIES**

Name of Organization. The parties do hereby establish a joint community health board to be called the “Meeker-McLeod-Sibley Community Health Board.” This will hereinafter be referred to as the Health Board.

Area of Organization. The area covered by the Agreement is the area contained within the boundaries of the parties. This area shall hereinafter be referred to as the Community Health Service Area.



## **ARTICLE IV JOINT POWERS COMMUNITY HEALTH BOARD**

A Joint Powers Community Health Board (hereinafter referred to as “the Board”) is hereby created.

1. Board Composition. The Board shall consist of six (6) members:
  - a. Two members and one alternate shall be annually appointed by the County Board of each Member County from its membership to serve until replaced by the County Board of that County.
    - i. In the event that a County does not appoint a board member or alternate, the County’s prior designated individual will continue to serve until such time as a new individual is appointed.
    - ii. Vacancies in the position of board member or alternate will be promptly filled by the County Board of that County.
  - c. The Board shall annually select the following Officers from Board Members: a Chair, Vice Chair and Secretary. Each Member County shall be represented among the Chair, Vice Chair and Secretary. These three Officers shall serve as an Executive Committee.
    - i. The Chair shall be a revolving annual appointment so that each Member County representative serves as Board Chair once every three (3) years. This shall be determined by a representative from the Member County who served as the Vice Chair in the prior year assuming the position of Chair the following year. A representative from the Member County who served as the Secretary in the prior year will then assume the Vice Chair the following year. A representative from the Member County who served as the Chair in the prior year will assume the Secretary position.
  - d. The Board will annually appoint a Treasurer by either:
    1. selecting a Board member to serve in such capacity
    2. appointing a combined Secretary-Treasurer.
    3. utilizing an employee of a Member County with experience in finances; or
    4. contracting said services

In the event that the Board utilizes an employee of a Member County or contracts for said services, the Treasurer will not be a voting member.
  - e. The Chair, or in the Chair’s absence, the Vice – Chair will preside at meetings of the Health Board and sign or authorize an agent to sign contracts and other documents requiring signatures on behalf of the Health Board.

2. Vacancies defined. Vacancies will occur upon:

- a. The resignation, retirement or death of the member or alternate.
- b. The member or alternate being removed as a Board member for the appointing Member County.
- c. The member or alternate being removed by motion and at least three (3) affirmative votes of the other Board members.

3. Duties of the Board. The Board shall have the powers and duties of a Community Health Board, including but not limited to those powers and duties outlined in Minn. Stat. Sec. 145A as now enacted or as may be amended. The Board shall also have the powers and duties common to the parties as is necessary and proper to fulfill its purposes and perform its duties, including those which are the same except for the territorial limits within which they may be exercised. Such authority shall include the specific powers enumerated in this Agreement or in the bylaws.

Specific powers of the Board will include the following:

- a. To control and direct the administration of the affairs of the Health Board.
- b. To adopt and amend By-Laws consistent with this Agreement.
- c. To employ or contract with a Community Health Services Administrator, other administrators, officers, employees, agents, consultants, contractors and such other individuals as may be determined by the Board as qualified to provide services for the Health Board and as necessary to carry out the provisions of this Agreement and the requirements of Minn. Stat. Sec. 145A.
- d. To acquire, by any lawful means, including gifts, purchase, lease or transfer of custodial control, such lands, buildings, facilities and equipment necessary and incident to the accomplishment of the purposes of Minn. Stat. Sec. 145A.
- e. To accept gifts, grants and subsidies from any lawful source.
- f. To apply for and accept local, state and federal funds.
- g. To establish and collect reasonable fees for community health services to the extent permitted by law.
- h. To enter into contracts on behalf of the Health Board.
- i. To make recommendations to the County Boards of the Member Counties relating to the Health Board.
- j. In the event that an appropriation from each Member County is required, to submit a proposed annual Health Board budget to the governing body of each

Member County before July 1 in the applicable year. The budget of the Health Board will be established in January of the applicable year.

- k. To authorize the expenditure of subjected funds for the applicable fiscal year.
  - l. To delegate to the Executive Board the authority to purchase supplies and equipment necessary for the proper operation, care, maintenance and preservation of Health Board facilities and equipment, provided that such purchases do not exceed budgeted amounts in the Health Board's budget.
  - m. To lease and purchase capital equipment included within the Health Board's budget.
  - n. To sell, lease or dispose of surplus property.
  - o. To act as paying agent for any bonds, contracts of indebtedness and loans made in the name of the Health Board.
  - p. To cause an annual audit to be made of its accounts, books, vouchers and funds.
  - q. To appoint one or more Member County as financial, human resources and/or other administrative services agent for the Health Board and to compensate the Member County serving as agent for said services.
  - r. To enter into insurance agreements providing for liability and property insurance and such other insurance as the Health Board deems necessary as otherwise provided in this Agreement.
  - s. To enter into a Delegation Agreement with the Member Counties to the extent that such delegation is permitted by applicable law.
  - t. To ensure that community health services are accessible to all persons on the basis of need and to ensure that no one shall be denied services because of race, color, sex, age, language, religion, nationality, inability to pay, political persuasion or place of residence.
4. Board Meetings. The Board will meet at least quarterly in each calendar year. The Board may meet more frequently as provided in the By-laws.
- a. A quorum for the purposes of conducting board business shall consist of one member or alternate from each Member County.
  - b. Procedures of the board shall generally follow Robert's Rules of Order except that the board may adopt other rules of procedure as it deems fit and consistent with this agreement. Failure to strictly adhere to procedural rules other than the required number of votes and required notice of meetings shall not invalidate any resulting decision.

- c. The Board will adopt written procedures in its Bylaws for transacting business and will keep a public record of its transactions, findings, and determinations.
- d. Members may receive a per diem plus travel and other eligible expenses while engaged in official duties.

## **ARTICLE V BUDGET AND FUNDS**

1. Quarterly Payment of Budgeted Amounts. On the first business day of January, April, July, and October of each year, each Member County shall pay to a joint Community fund an amount equal to one quarter of that Member County's share of the annual budget, if any. A Member County may choose to pay its share at one time or every six months rather than quarterly.
2. Accrual of Interest. Interest accruing to the Health Board funds shall become part of the fund. Funds on hand at year end shall be reserved for future Health Board operations.
3. Reports. The Health Board will ensure strict accountability for all funds of the organization and will require reports on all receipts and disbursements made to, or on behalf of the Health Board. The Board Chair shall cause a written quarterly financial report and such other reports as may be directed by the Board to be prepared and submitted to the Board for review and approval.
4. Deposit of funds. Fees and payments from all Health Board contracts and other services rendered shall be deposited into the joint operating Health Board fund upon receipt. Fees and payments for Health Board contracts and other services rendered shall be estimated for the following budget year before the annual assessment for each governmental unit, if any, is computed.

## **ARTICLE VI OWNERSHIP OF JOINT EQUIPMENT**

The Member Counties shall acquire an undivided interest in any jointly purchased property and equipment in proportion to the amount that each has contributed to the cost. A master Community Health Board inventory of all newly purchased non-disposable or consumable items will be maintained. The inventory will indicate a description of the item, identification or serial numbers, Community Health Board inventory number, the year of purchase, and the total cost of the item. When jointly purchased equipment is traded or sold, the trade-in value or sale price will be credited back to the Joint Community Health Board fund for use in equipment purchases.

## **ARTICLE VII REAL ESTATE, BUILDINGS AND FACILITIES**

Each Member County will be responsible for providing adequate office space and facilities, including telephone services and internet connectivity, as may be determined by the Board. This may include the Member County or Member Counties purchasing necessary land and for the cost of construction of buildings necessary for housing the Health Board operations and services. Adequate and Necessary as used in this paragraph will be determined by the Board.

Land and buildings in each Member County utilized for Health Board services and operations will remain the property of the Member County in which it lies and will be returned to the Member County upon withdrawal or dissolution. Remodeling and all repairs to said land and buildings will be the responsibility of the Member County in which the land or structure lies.

Each Member County will provide, at no cost to the Health Board, office cleaning, grounds maintenance, snow and ice control services and such other services common to business operation.

This article does not apply to land and buildings that may be purchased by the Health Board.

## **ARTICLE VIII INSURANCE AND LIABILITY**

The Health Board will be considered a separate and distinct public entity to the full extent permitted by Minn. Stat. Sec. 471.59. Nothing in this Agreement shall be considered a waiver of any tort liability limits as established by law.

The Health Board will procure its own insurance as an independent entity. Insurance for jointly owned equipment and costs/liabilities associated with the Health Board's employment of individuals, will be paid for out of the Health Board fund. This will include but not be limited to the payment of workers compensation and all other mandated employer contributions.

Insurance on individual County-owned buildings or facilities will be the responsibility of the Member County owning the buildings.

In all of the activities within the scope of this agreement, the Member Counties shall be deemed to be exercising their governmental functions, and none of the Member Counties shall be liable to the other for any acts, omissions or negligence of the officers, employees, contractors, consultants, volunteers, representatives or other individuals or entities of the other Member Counties or the Community Health Board.

## **ARTICLE IX DATA PRACTICES COMPLIANCE**

The books and records, including minutes and fully executed Agreements of the Board will be subject to the provisions of the Minnesota Government Data Practices Act (Minn. Stat. Sec. 13).

Said data shall be maintained at the primary office of the Health Board. Records, accounts and reports shall be maintained by the Community Health Services Administrator.

## **ARTICLE X PROVISION FOR AMENDMENTS TO JOINT POWERS AGREEMENT**

This agreement may be amended, including the provision for adding new members, upon recommendation of the Board and by ratification by the County Board of each Member County.

## **ARTICLE XI DISSOLUTION AND WITHDRAWAL**

1. Perpetual Duration Unless Dissolved. Unless dissolved pursuant to this Agreement, the duration of this Agreement shall be perpetual.
2. Dissolution. This Agreement shall be dissolved upon unanimous written agreement of all parties.
  - a. Said dissolution shall occur following a two (2) year period during which the Health Board will continue to operate and attempt to reach agreement upon the distribution of assets and liabilities, discharge of obligations and such other matters as may be needed to be addressed.
  - b. The Board shall continue to exist after dissolution as long as is necessary to wind up and conclude the affairs subject to this Agreement.
3. Dissolution Process. Upon dissolution, all Health Board debts and expenses will be satisfied prior to distribution of any assets to the Member Counties.
  - a. This paragraph shall not apply to real property and buildings that remained the property of the Member County. Real property purchased by the Health Board and any improvements, buildings and fixtures upon said property will have a fair market value established by appraisal prior to the effective date of the dissolution. The Member County in which said real property is located will have the first right to purchase for the appraised price. In the event that the Member County in which the property is located does not exercise its right to purchase within three (3) months of the effective date of the dissolution, the real property will be sold and the net proceeds will be distributed according to the percentage that each Member County contributed to the last budget for the Health Board. If no Member County contributed to the last budget for the Health Board, said distribution will occur evenly.
  - b. An inventory of all Health Board personal property and equipment will be compiled by June 30 in the year preceding the dissolution. Values for said personal property and equipment will be established by appraisal or, upon agreement of all Member Counties, any other commercially reasonable method.
  - c. The property and equipment will be distributed to each Member County as follows:

- i. Each Member County will be assigned an available credit amount based upon the total value of the property and equipment established above multiplied by the percentage that each Member County contributed to the last annual budget for the Board. If no Member County contributed to the last budget for the Health Board, said distribution will occur evenly.

For example, if a Member County contributed 40% of the last annual budget and the total value of the property and equipment was \$100,000, the Member County would have an available credit of \$40,000.

- ii. Each Member County will alternate selecting items with the initial order selected by drawing numbers. Selection will occur as follows:
  1. The Member County with the first selection in the first round will select last in the second round, first in the third round, etc.
  2. The Member County with the second selection in the first round will select second to last in the second round, second in the third round, etc.
  3. The Member County with the third selection in the first round will select first in the second round, third in the third round, etc.
  4. A Member County may pass on its turn at any given point in the process.
- d. Each selection will be charged against the available credit amount for the selecting Member County and subsequent rounds will occur until all property and equipment is distributed or each Member County declines to select the property and equipment.
  - i. Member County may exceed the available credit available on the purchase of one piece of capital equipment or one other equipment item of the Board. In the event a Member County exceeds its available credit, the Member County hereby agrees that it will reimburse the other Member Counties said excess amount (hereinafter called an excess payment) upon said selection.
  - ii. Said excess payment will be distributed to the other Member Counties based upon the same percentage of the total budget that the other Member County contributed excluding the Member County making the excess payment. If no Member County contributed to the last budget for the Health Board, said distribution will occur evenly.
- e. Property and equipment that is not selected following this process will be declared surplus and sold with the proceeds distributed according to the percentage of available funds each Member County had when all Member Counties passed on the remaining equipment.

- i. Property that is not sold after 60 calendar days of it being declared surplus will be deemed to have a value of \$0 and may be disposed of in any reasonable manner.
4. Withdrawal. Member Counties may withdraw from this Agreement only in accordance with this Article. Unless there is a mutual written agreement from all Member Counties permitting earlier withdrawal, any party wishing to withdraw from this Joint Powers Agreement must give at least two calendar years advance notice to the other parties to this Agreement and the Commissioner of Health. In such instance, withdrawal will occur on the January 1 that is at least two (2) years after said notice. Any Member County giving notice of withdrawal may rescind said notice and determine to stay in the Health Board only upon consent of the remaining Member Counties.
  - a. Withdrawal Damages. Any Member County that withdraws will forfeit all ~~contributed interest, claim or ownership to any~~ Community Health Board owned equipment. In addition, the withdrawing Member County will pay a withdrawal amount equal to one-half (1/2) its annual contribution in the prior budget year, if any.
  - b. Effect of Withdrawal. The Member County that withdraws shall have no liability or obligation to the Health Board after the effective date of withdrawal for debts or claims incurred after the effective date of withdrawal.

## **ARTICLE XII GENERAL PROVISIONS**

1. Counterparts. This Agreement may be executed in several counterparts and all so executed shall constitute one agreement, binding on all of the parties hereto notwithstanding that all of the parties may not be signatories to the original or the same counterparts. Counterparts shall be filed with, and maintained by the office of the Public Health Administrator.
2. Severability. In the event that any provision of this Agreement is held to be contrary to law, that provision shall be deemed severed from this Agreement and the balance of this Agreement shall remain in force between the parties to the fullest extent permitted by law.
3. Modification. Any amendments, alterations, modifications or waivers of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.
4. Minnesota Law. The law of the State of Minnesota shall govern all questions as to the validity, performance and enforcement of this contract. This Agreement shall be interpreted and constructed according to the laws of the State of Minnesota.
5. Notice. All notices, requests, demands and other communications hereunder shall be in writing and shall be deemed to have been duly given if delivered or mailed (registered or certified mail, postage prepaid, return receipt requested) to each County Board Chair at the Government Center for that County .



6. Headings. Section and subsection headings are not to be considered part of this Agreement, are included solely for convenience, and are not intended to be full or accurate descriptions of the content thereof.

**ARTICLE XIII**  
**TERM AND EFFECTIVE DATE**

This Agreement will become effective upon approval by each party and will remain in effect until dissolved as noted above.

In Witness Whereof, the parties have caused this Agreement to be executed by the persons authorized to act for their respective Parties on the dates shown below.

**COUNTY OF MEEKER**

By: \_\_\_\_\_  
County Board Chair

Date:

ATTEST:

\_\_\_\_\_  
Clerk to the Board

(Rest of page intentionally left blank)

**COUNTY OF MCLEOD**

By: \_\_\_\_\_  
County Board Chair

Date:

ATTEST:

\_\_\_\_\_  
Clerk to the Board

(Rest of page intentionally left blank)

**COUNTY OF SIBLEY**

By: \_\_\_\_\_  
County Board Chair

Date:

ATTEST:

\_\_\_\_\_  
Clerk to the Board

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678602-v3

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**BY-LAWS OF THE  
MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH BOARD**

**ARTICLE I.  
MEMBERSHIP**

**Section 1.** The initial participating entities in the Meeker-McLeod-Sibley Community Health Board are listed below:

Meeker County, McLeod County and Sibley County

**Section 2.** Additional entities may participate pursuant to the terms of the Meeker-McLeod-Sibley Community Health Board Joint Powers Agreement upon recommendation of the Board and the affirmative vote of all then existing members and ratification of the amendment of the existing Joint Powers Agreement.

**ARTICLE II.  
DEFINITIONS**

**Section 1.** For the purpose of these By-Laws, the terms defined in this Article have the meanings given them.

**Section 2.** "Agreement" or "Joint Powers Agreement" means the Second Amended Joint Powers Agreement between Meeker-McLeod, Sibley Counties Creating the Joint Community Health Board.

**Section 3.** "Board" means the Joint Powers Community Health Board, as defined in the Joint Powers Agreement.

**Section 4.** "Commissioner" means the Commissioner of Health as defined by Minn. Stat. Sec. 245A.02 or authorized designee as permitted by statute.

**Section 5.** "County" means a county which is participating in the Joint Powers Agreement in accordance with the terms of the Agreement.

**Section 6.** "County Board" means the governing board of a member county.

**Section 7.** "Day" means calendar day unless otherwise indicated.

**Section 8.** "Department" means the entity created by the Joint Powers Agreement.

**Section 9.** "District" means the area serviced by the Second Amended Joint Powers Agreement between Meeker-McLeod, Sibley Counties Creating the Joint Community Health Board and these By-Laws.

ARTICLE III.  
THE BOARD

Section 1. The governing body of the Meeker-McLeod-Sibley Community Health Board is its Board. Makeup of the Board is described in the Agreement.

ARTICLE IV.  
POWERS AND DUTIES OF THE BOARD

Section 1. The powers and duties of the Board are those set forth in the Joint Powers Agreement.

Section 2. Consistent with the powers and duties outlined as set forth in the Joint Powers Agreement, the Board reserves all powers necessary to control and administer personnel providing services to the Department. Accordingly, the Board establishes the following duties related to control and administration of personnel providing services to the Department:

- A. Community Health Services Administrator. A Community Health Services Administrator will be appointed by the Board. The Community Health Services Administrator will work under a written agreement with, employed by, or under contract with the Board. The Community Health Services Administrator will provide public health leadership and discharge the administrative and program responsibilities on behalf of the board. The Community Health Services Administrator will be responsible for overall supervision of the day to day affairs of the Department.

In addition to the duties and responsibilities outlined in the preceding paragraph and any job description, the Community Health Services Administrator will:

- i. serve as the Board's agent according to Minnesota Statutes Section 145A in communicating with the Commissioner of Health between Board meetings, including receiving information from the Commissioner and disseminating information to the Commissioner on the Board's behalf;
- ii. prepare or review, sign and submit to the Commissioner the established local public health priorities and the mechanisms to address the priorities and achieve statewide outcomes within the limits of available funding according to Minnesota Statutes Section 145A;
- iii. prepare or review, sign and submit to the Commissioner any required data, including but not limited to the Board's annual budget, revisions to the budget and expenditure reports;
- iv. prepare or review, sign and execute, on behalf of the Board, contracts for funding under grants and contracts administered by the Commissioner of Health or other entities as deemed appropriate by the Board.

The Community Health Services Administrator will be subject to the authority of the Board. The Community Health Services Administrator's job description will be approved by the Board and will outline the Community Health Services Administrator's duties and responsibilities. Any document or practice limiting or creating contrary duties and responsibilities to those outlined in the Community Health Services Administrator's job description, except as otherwise provided in these By-laws, will be of no effect. The Community Health Services Administrator may be disciplined, including dismissal from the Department, for inefficiency, breach of duty, misconduct or other cause as determined by the Board at a Board Meeting.

- B. Medical Consultant. A medical consultant will be annually appointed by the Board. The Medical Consultant will work under a written agreement with, employed by, or on contract with the Board. The Medical Consultant will provide advice and information, to authorize medical procedures through protocols, and to assist the Board and its staff in coordinating their activities with local medical practitioners and health care institutions. The Medical Consultant must be a physician licensed to practice medicine in Minnesota.
- C. Administration. The Board may have administrative services provides as follows:
  - 1. By annually selecting one or more member counties to provide financial, human resources and other designated administrative services for the Board. The Board will also annually approve a written fee for services to compensate the member county or counties for administrative services provided to the Joint Powers Board. Further, administration of any policy used or adopted by the Joint Powers Board rests solely with the Board and not with any county individually; or
  - 2. By utilizing its own employees to provide said services, utilize outside consultants or contract for services as it sees fit to either supplement or serve in lieu of a member city; or
  - 3. By utilizing any combination of these options.
- D. Policies. The Department will adopt its own policies or adopt the Policies of a member county. Utilization of a member county as an administrative resource will represent a convenience to the Board. Nothing in this Section or any document between the parties may be construed as creating any employer-employee relationship between any member of the Board, the Community Health Services Administrator, any other employees of the Board and the county providing administrative services.
- E. Delegation. All delegation of authority will be pursuant to a written Delegation Agreement. Said written Delegations will include a mechanism for coordinating the collection and retention of data by each county in a manner in which the data is transmitted to the Board as the official depository of all data as that term is utilized in the Minnesota Government Data Practices Act. Matters not specifically delegated by written Delegation Agreement will be retained by the Board.

Section 3: Consistent with the powers and duties outlined as set forth in the Joint Powers Agreement, the Board remains an independent entity from its Member Counties and therefore holds final responsible authority for all actions and decisions made by and on behalf of the Board.

## ARTICLE V. FINANCIAL MATTERS

Section 1. Board funds may be expended by the Board in accordance with procedures established by law for expending funds for counties. Orders, checks, and drafts shall be signed by the Treasurer or designee and either the Community Health Services Administrator or designee or the Board Chair or designee. Other legal instruments shall be executed on behalf of the Board by authority of its Board by the Chair. The Community Health Services Administrator can authorize the payment for previously authorized and budgeted recurring items or services and payment of utilities. The Executive Committee can authorize the expenditure of budgeted funds up to \$1,000 per budgeted item purchased.

Section 2. Board Members shall be permitted to inspect the financial records of the Board at all reasonable times.

Section 3. The fiscal year of the Board shall be the calendar year.

Section 4. A depository for Board funds shall be designated by the Board.

Section 5. The Board shall be authorized to enter into contracts only to the extent of its budget for any given calendar year.

Section 6. At the end of each calendar year, the Treasurer shall make an annual financial report and submit the same in writing to the Board at its Annual Meeting.

## ARTICLE VI. OFFICERS

Section 1. The officers of the Board shall be the Chair, Vice-Chair and Secretary.

Section 2. The Chair shall be the chief presiding officer of the Board. The Chair shall preside at all meetings of the Board and shall have the primary responsibility for seeing that all orders and resolutions of the Board are carried into effect.

Section 3. The Vice-Chair shall, in the absence or disability of the Chair, perform the duties and exercise the powers of the Chair and shall perform such other duties as the Board shall prescribe.

Section 4. The Secretary, or designated-secretary, shall attend all sessions of the Board and cause to be recorded all votes and minutes of all proceedings in a minutes book kept

for that purpose; and the Secretary shall perform like duties for the committees of the Board when so directed by the Board. The Secretary, or designated-secretary, shall cause to be given notice of all meetings of the Board and of committees, and shall perform such other duties as may be prescribed by the Board.

Section 5. The duties of the Treasurer of the Board shall be carried out by a Board member, an employee of a member county or said duties may be contracted to an outside party. The Treasurer shall carry out the duties described in Article V of these By Laws and such other related duties as assigned by the Board. The function of Treasurer will include the care and custody of the funds of the Board and shall deposit them for the Board in such bank or banks as the Board directs. The Treasurer or designee shall be one of multiple signatories on all orders, checks and drafts for the payment of money and shall pay out and disburse such monies only upon appropriate authorization by the Board or Community Health Services Administrator consistent with the Joint Powers Agreement, these By-Laws or other applicable Policy. The Treasurer shall keep regular books of accounts, showing receipts and expenditures and shall render quarterly to the Board, and when requested, an account of transactions and of the financial condition of the Board.

Section 6. The officers of the Board may give bond as required by the Board, at Board expense, with corporate sureties satisfactory to the Board, for the faithful performance of their duties and for the restoration to the Board, in case of death, resignation, retirement or removal from office, of all books, papers, vouchers, money, and property of whatever kind in their possession or under their control belonging to the Board.

Section 7. The Chair, Vice-Chair, and Secretary shall be selected as outlined in the Agreement.

## ARTICLE VII. BOARD MEETINGS

Section 1. The Annual Meeting of the Board will be held in January of each calendar year. An annual report of department activities from the previous year shall be presented by the Community Health Services Administrator at the Annual Meeting, as well as goals and objectives for the department for the next year.

Section 2. Regular meetings of the Board shall be held at least quarterly at a location and time to be designated by the Board. The Board may regularly meet more often than quarterly.

Section 3. Written notice of all meetings of the Board shall be sent to all Board members and alternate Board members, and the Community Health Services Administrator as they appear on the record of the Secretary.

Section 4. Special meetings of the Board may be called by the Chair or any three members. The purpose of any special meeting shall be stated in the notice of the meeting, and business transacted at any special meeting shall be confined to the purposes stated in such notice.



However, if all members of the board, or their alternates, are present and unanimously agree, any and all business may be transacted at such special meeting.

Section 5. Written notice of the quarterly regular meetings shall be mailed at least five (5) calendar days prior to each meeting and written notice of special meetings shall be mailed at least three days prior to each such meeting.

Section 6. Notices of all meetings shall specify the time and place of such meetings and shall include the agenda of said meeting. The time and place of all meetings called by the Chair shall be determined by the Chair. The time and place of special meetings called by others shall be determined by the persons calling the meetings.

Section 7. A quorum for purposes of conducting Board business shall be as defined in the Joint Powers Agreement.

Section 8. Any resolution, election, or other formal action of the Board shall be adopted upon the affirmative vote of a majority of the members present at any meeting of the Board, provided said meeting is duly called pursuant to these By-Laws.

Section 9. Copies of the minutes of any meeting of the Board shall be promptly distributed to each person to whom notice of the meeting is required to be sent under the provisions of these By-Laws.

Section 10. Procedures of the Board shall generally follow Robert's Rules of Order except that the Board may adopt other rules of procedure as it deems fit and consistent with this agreement. Failure to strictly adhere to procedural rules other than the required number of votes and required notice of meetings under the Open Meeting Law shall not invalidate any resulting decision.

Section 11. The Board may from time to time determine the order of business for Board meetings. The usual order of business at such meetings shall normally be as follows however deviation from such order shall not invalidate any actions taken:

1. Call to Order
2. Roll Call
3. Changes to the Agenda
4. Adopt Minutes of Previous Meeting
5. Consent Agenda
6. Reports of Committees
7. Requested Action Items
8. Unfinished Business
9. New Business
10. Adjournment

## ARTICLE VIII. COMMITTEES

Section 1. The Board may appoint such committees in addition to those required by these By-Laws and the Agreement, as the Board shall, from time to time, deem necessary. Such committees shall be selected in the manner determined by the Board.

Section 2. Pursuant to Section 1 of this Article, the Board has established an Executive Committee comprised of the Board Chair, Vice Chair and Secretary. The Community Health Services Administrator will serve on this board in an ex officio capacity but will not have a vote. This Committee was established to provide each member county with an active role in the operation of the Department. Through this Committee, each county will be regularly informed of the activity within the Department and provided with a means for routinely evaluating performance of the Department. This Committee will also serve as a continuous liaison with the Board. Nothing in this section shall be construed to mean that counties may only be informed of Department matters through this Committee. This Committee may consider and approve the payment of budgeted amounts for authorized goods and services.

Section 3. Pursuant to Section 1 of this Article, the Board has established an Administrative Committee comprised of the administrative head of each member county (or their designee) and the Community Health Services Administrator. This Committee was established to address operational issues not requiring the development of policies. This Committee may provide recommendations to the Executive Committee and Board.

Section 4. Pursuant to Section 1 of this Article and applicable law, the Board may establish such public input committees as may be deemed necessary or appropriate.

## ARTICLE IX. AMENDMENTS TO BY-LAWS

Section 1. These By-Laws may be amended at any regular, special, or annual meeting of the Board provided a five calendar day prior notice of the proposed amendment has been furnished to each person to whom notice of the Board meetings must be sent pursuant to these By-Laws. An amendment may be proposed in writing, filed with the Chair, by any member or by the Board on its own motion.

Section 2. A majority vote of the members present shall be necessary to adopt any proposed amendment to these By-Laws. There must be at least one member from each participating County voting with the majority.

Section 3. In any instance where these By-Laws are in conflict with the Joint Powers Agreement, said Agreement shall control.

Section 4. These By-Laws are effective upon their adoption by the Board.

Dates of Adoption and Revision:

\_\_\_\_\_ - By-Laws Adopted.

680496-v2



## MDH Activities in Meeker County – 2015

**Establishments Licensed by  
MDH in Meeker County:**

**127**

**Plans Reviewed  
by MDH in  
Meeker County:**

**2**

**Inspections  
Conducted by MDH  
in Meeker County:**

**111**

### **MDH Contacts for Meeker County:**

Peter Lindell ([peter.lindell@state.mn.us](mailto:peter.lindell@state.mn.us)) 320-223-7345

Tina Remmele ([tina.remmele@state.mn.us](mailto:tina.remmele@state.mn.us)) 320-223-7302

Jolene Ziegler ([Jolene.ziegler@state.mn.us](mailto:Jolene.ziegler@state.mn.us)) 320-223-7335

**Complaints Investigated by MDH in  
Meeker County:**

**7**

## MDH Food, Pools & Lodging Services Statewide Activities - 2015

Program Area	MN Statute	MN Rule
<b>Food Code</b>	157	4626
<b>Lodging</b>	157.011, 327.10, 327.70	4625
<b>Manufactured Home Parks/ Recreational Camping</b>	327.10-327.28	4630
<b>Public Pools</b>	157, 144.1222	4717
<b>Youth Camps</b>	157, 144.71-144.74	4630

**Plans Reviewed By MDH:**

**785**

**Establishments Licensed by MDH:**

**15,554**

**Number of Complaints Investigated by  
MDH:**

**751**

**Inspections Conducted by MDH:**

**16,426**

**FPLS Includes 85 Staff Located in 8 Offices Throughout  
Minnesota**



## MDH Activities in McLeod County – 2015

Establishments Licensed by  
MDH in McLeod County:

202

Plans Reviewed  
by MDH in  
McLeod County:

7

Inspections  
Conducted by MDH  
in McLeod County:

199

### MDH Contacts for McLeod County:

Tom Wilfahrt ([thomas.wilfahrt@state.mn.us](mailto:thomas.wilfahrt@state.mn.us)) 507-344-2711

Ben Ische ([ben.ische@state.mn.us](mailto:ben.ische@state.mn.us)) 507-344-2710

Complaints Investigated by MDH in  
McLeod County:

5

## MDH Food, Pools & Lodging Services Statewide Activities - 2015

Program Area	MN Statute	MN Rule
<b>Food Code</b>	157	4626
<b>Lodging</b>	157.011, 327.10, 327.70	4625
<b>Manufactured Home Parks/ Recreational Camping</b>	327.10-327.28	4630
<b>Public Pools</b>	157, 144.1222	4717
<b>Youth Camps</b>	157, 144.71-144.74	4630

Plans Reviewed By MDH:

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Establishments Licensed by MDH:

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MDH:

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Inspections Conducted by MDH:

16,426

FPLS Includes 85 Staff Located in 8 Offices Throughout  
Minnesota



## MDH Activities in Sibley County – 2015

**Establishments Licensed by  
MDH in Sibley County:**

**86**

**Plans Reviewed  
by MDH in Sibley  
County:**

**5**

**Inspections  
Conducted by MDH  
in Sibley County:**

**82**

### **MDH Contacts for Sibley County:**

Tom Wilfahrt ([thomas.wilfahrt@state.mn.us](mailto:thomas.wilfahrt@state.mn.us)) 507-344-2711

Ben Ische ([ben.ische@state.mn.us](mailto:ben.ische@state.mn.us)) 507-344-2710

**Complaints Investigated by MDH in  
Sibley County:**

**2**

## MDH Food, Pools & Lodging Services Statewide Activities - 2015

Program Area	MN Statute	MN Rule
<b>Food Code</b>	157	4626
<b>Lodging</b>	157.011, 327.10, 327.70	4625
<b>Manufactured Home Parks/ Recreational Camping</b>	327.10-327.28	4630
<b>Public Pools</b>	157, 144.1222	4717
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**Plans Reviewed By MDH:**

**785**

**Establishments Licensed by MDH:**

**15,554**

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MDH:**

**751**

**Inspections Conducted by MDH:**

**16,426**

**FPLS Includes 85 Staff Located in 8 Offices Throughout  
Minnesota**

# Meeker-McLeod-Sibley Community Health Board Updates

**July 14, 2016**

**Household Hazardous  
Waste**

# Requirements

## As per the Local Public Health Act:

“...submit to the commissioner of health, at least **every five years**, a **community health assessment** and **community health improvement plan**, which shall be developed with **input from the community...**” \*

\*Source: <https://www.revisor.mn.gov/statutes/?id=145A.04#stat.145A.04.1a>

In Minnesota, community health assessments are performed for the geographic regions covered by community health boards (CHBs).

A thorough and valid community health assessment is a customary practice and core function of public health, and also is a national standard for all public health departments. Since the passage of the Local Public Health Act in 1976, Minnesota CHBs have been required to engage in a community health improvement process, beginning with a community health assessment. As part of Minnesota's Local Public Health Assessment and Planning process, every Minnesota CHB submitted its 10 most important community health issues (based on the community health assessment) to MDH in March 2015.

<http://www.health.state.mn.us/divs/opi/pm/lphap/cha/>



# Community Health Assessment

## **A community health assessment is:**

- Collecting, analyzing and using data to educate and mobilize communities, develop priorities, garner resources, and plan actions to improve the public's health; and
- The systematic collection and analysis of data in order to provide a basis for decision making.\*

Source: <http://www.health.state.mn.us/divs/opi/pm/lphap/cha/>

A community health assessment provides the foundation for improving and promoting the health of the community. A community health assessment identifies and describes factors that affect the health of a population, and factors that determine the availability of resources within the community to adequately address health concerns. Through the assessment process, a CHB identifies and describes the health status of the community; factors in the community that contribute to health challenges; and existing community assets and resources that can be mobilized to improve the health status of the community. The community health assessment, therefore, assures that local resources are directed toward activities and interventions that address critical and timely public health needs.

Broad community participation via community meetings, focus groups, and other mechanisms, is necessary to ensure that the process results in a community-driven and owned community health improvement plan.

Source: <http://www.health.state.mn.us/divs/opi/pm/lphap/cha/>

# Community Health Improvement Plans

## **What is it?:**

A community health improvement plan is a long-term, systematic effort to address public health problems in a community. The plan is based on the results of community health assessment activities, and is part of a community health improvement process. [1]

Source: <http://www.health.state.mn.us/divs/opi/pm/lphap/chip/>

A community health improvement plan is developed through a collaborative process, and defines a vision for the health of the community. In Minnesota, community health improvement plans are developed for the geographic regions covered by community health boards (CHBs). A community health improvement plan is a customary practice of public health and also is a national standard for all public health departments. Since the passage of the Local Public Health Act in 1976, Minnesota CHBs have been required to engage in a community health improvement process, beginning with a community health assessment.

A community health improvement plan provides guidance to the health department, its partners, and its stakeholders, on improving the health of the population within the health department's jurisdiction. [2] The plan is critical for developing policies and defining actions to target efforts that promote health. Government agencies, including those related to health, human services, and education, use the community health improvement plan in collaboration with community partners to set priorities and coordinate and target resources.

# CHA/CHIP

## **Specifics:**

### **5 year planning and assessment cycle**

- o 2015-2019, with submission of plans in 2020
- o Can complete CHA/CHIP at any point in that cycle

## **Submit to MDH:**

- o Community Health Improvement Plan
- o Top 10 Community Health Priorities identified in the Community Health Assessment
- o 2016 Annual Reporting – monitor and revise the CHIP with partners using performance management – new requirement, may change in future years

# MMS CHA/CHIP

*Starting in 2013 a collaborative assessment using a modified framework called MAPP (Mobilizing for Action through Planning and Partnerships)*

*At the June 2<sup>nd</sup> CHA workshop a review of data was completed and the following top health issues were prioritized:*

- Access to care
- Obesity
- Choice/behavior/culture
- Senior health
- Binge drinking

First event held June of 2013, facilitated Kim McCoy from Stratis Health. From identified priority area three subcommittee were identified.

Reference packet

Top health issues identified:

Access to care

Obesity

Choice/Behavior/culture

Senior health

Binge drinking

Next Steps: include follow-up with the CLT and development of action plans to address these issues.



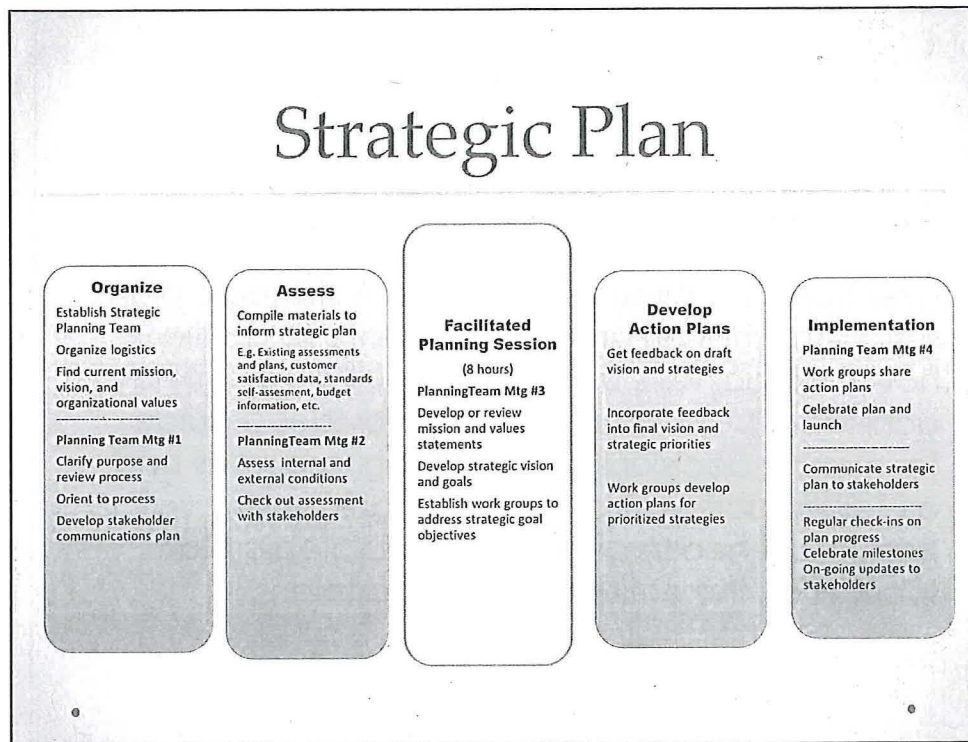
# Strategic Plan

Strategic planning is a process for defining and determining an organization's roles, priorities, and direction over three to five years. A strategic plan sets forth what an organization plans to achieve, how it will achieve it, and how it will know if it has achieved it. The strategic plan provides a guide for making decisions on allocating resources and on taking action to pursue strategies and priorities. A health department's strategic plan focuses on the entire health department.

Source: <http://www.health.state.mn.us/divs/opi/pm/lphap/stratplan/>

An organizational strategic plan sets a course for strengthening a CHB to effectively carry out its public health functions. For administrators and oversight bodies, a strategic plan provides a guide to allocate financial and human resources and creates a set of measurable and time framed targets so that progress can be tracked. For public health staff, a strategic plan offers opportunities to contribute to their CHB's efforts to strengthen public health practice.

*In order to complete a community health assessment and implement community health plans, we need internal direction and guidance for the tasks and work required. A strategic plan provides this direction. It helps MMS stay on track with the work that has identified and prioritized by the community that we serve.*



## Local and Tribal Public Health Strategic Planning Process Overview

Strategic planning is a deliberate decision-making process that sets the direction of where the organization is going.

# MMS 2012-2015 Strategic Plan

***Mission: Lead efforts to protect and promote the health of the people in Meeker, McLeod and Sibley counties through education, empowerment, and provision of essential public health services***

***Vision: Healthier people with enhanced quality of living in Meeker, McLeod and Sibley Counties***

Current plan is on MMS Website at  
[https://mmspublichealth.org/wp-content/uploads/2015/07/MMS\\_CHS\\_Strategic\\_Plan-final.pdf](https://mmspublichealth.org/wp-content/uploads/2015/07/MMS_CHS_Strategic_Plan-final.pdf)

# MMS 2012-2015 Strategic Plan

## **Vision Statements**

- Public health is valued
- Improved health outcomes
- Optimal use of technology
- Effective collaboration
- Informed elected officials
- Sustainable funding
- Fully integrated performance management system

## **Strategies**

- Integrate trending technologies
- Integrate performance management
- Engage & educate communities
- Engage partners
- Seek sustainable funding
- Promote professional development
- Implement evidence based strategies
- Engage and educate policy makers

Current plan is on MMS Website at  
[https://mmspublichealth.org/wp-content/uploads/2015/07/MMS\\_CHS\\_Strategic\\_Plan-final.pdf](https://mmspublichealth.org/wp-content/uploads/2015/07/MMS_CHS_Strategic_Plan-final.pdf)

*March 28<sup>th</sup> summary of work for the past 4 years*



# 2016-2019 MMS Strategic Plan

Summary of results

Key points:

- Process is not complete
- Used previous strategic plan to build upon and make improvements

*Reference handout*

# 2016-2019 MMS Strategic Plan

## **CHB Input**

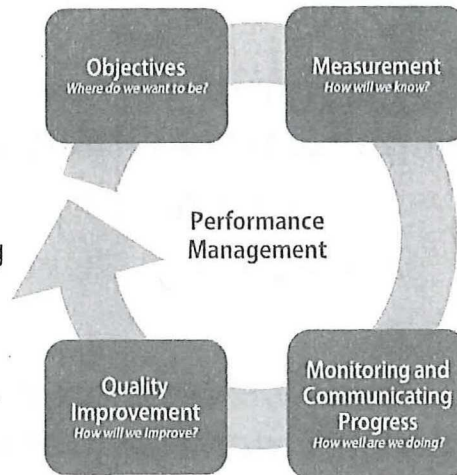
Questions:

- Does this plan raise any questions for you?
- Are there other things that need to be considered?
- Does the plan's vision reflect your vision for the MMS CHS?

# Performance Management

## Performance

**Management** 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.



Source: <http://www.health.state.mn.us/divs/opi/qi/>

## Guiding Principles of QI

Develop a strong customer focus

Continually improve all processes

Involve employees

Mobilize both data and team knowledge to improve decision making

*PM system implementation is requirement of MN Statute 145A*

# MMS Performance Management System

**Each program will have a minimum of four performance measures**

3 from work plan

1 measuring: "is anyone better off"

**All teams will be expected to collect data and monitor quarterly**

On June 27<sup>th</sup> staff from MDH presented a workshop on performance management. They provided a high level overview of performance management and then provided a more detailed presentation on the tools: Results Based Accountability (RBA) and Line of Sight. The rest of the workshop staff worked in teams to start identify three performance measures based on their current work plan/ grant objectives and one performance measure based on knowing "how is someone better off". The workshop was well received and there was great discussion. As follow-up to the workshop, a new monitoring form will be implemented. It will use a dashboard format, to easily visual progress and where improvements are needed. Key staff will be meeting with each team to firm up all the performance measures, data sources including any gaps in data. The teams will also plan for the future, by assigning duties for data collection, reporting and completion of forms.

<b>Goal:</b> (what we care about) Child and Teen Check-up Program is an outreach program aimed towards children from birth to 21 to assure they are receiving well child checks and proper health services including preventative care.		<b>Program Team Lead:</b> _____ <b>Team Lead Email:</b> _____ <b>Report Date:</b> _____						
<b>How Objectives</b> (Where do we want to be?) Increase the % of kids age 0-5 in MA/Massachusetts Care receiving dental services by 10% by December 2016.		<b>KEY:</b> Q1= Jan. to March Q2= April to June Q3= July to Sept. Q4= Oct. to Dec.						
<b>How will we know?</b>								
<b>Key Performance Measures</b> Dental services received by eligible child and teen check-up participants.	Q1	Q2	Q3	Q4	2015-2016	Annual Target	Status	Performance Narrative
							+	
							+	
							Monitor Closely	
							Action needed	

Monitor Example / CHIP Voucher Example / CTC Dashboard goal 1 / CTC Dashboard goal 2 / CTQ

Dashboard example

# PH.Doc

PH.Doc training was held July 7 and 8<sup>th</sup>.

Restructure of PH.Doc "'experts" : Core, Tier 1, and Tier

Exploring options for program specific performance measures and the use of PH.Doc as data collection tool

Opportunities exist to extract useful data from the PH.Doc software system.

## Accreditation Update

- Received action plan
- Need to address certain measures before accreditation status is granted
- A written plan is due August 23<sup>rd</sup> and subsequent documentation within a year



# Food, Pools and Lodging

Restaurant and other required inspections is a regulatory aspect for environmental health.

In MMS, this is done by the Minnesota Department of Health (MDH) through regional offices.

Authority granted through MN Statute 157

Need for consistent communication with MDH

MMS handouts and newsletter

Additional information:

Some counties run their own program through a delegation agreement with the MDH.

Other counties rely on the state to provide the regulatory service.

Because the state provides the service there is a need for consistent communication with MDH.



# Zika Update

Zika virus has been linked to microcephaly (birth defect causing smaller brain development).

The virus can be spread by two species of mosquitoes, and from an infected man during sex

Minnesota Impact:

- Species that currently transmit Zika do not typically live in Minnesota.
- There is still a potential of infection from the Zika virus.

Handout available for more information

## Meeker Outbreak Update

Based on reports of illness and initial investigation it was determined there may be a common source for a potential outbreak

It was determined that visitors to the Nelsons Farm in Meeker for the time frame of May 9<sup>th</sup>- 25<sup>th</sup>, may have been exposed to a variety of bacteria including: cryptosporidium, E. Coli 0120, campylobacter and salmonella.

MDH took the lead for all investigative work

MMS assisted with communication efforts to healthcare providers.

## Meeker Outbreak Update

Total Number of visitors:	2256
Interviews conducted:	555
Confirmed lab cases (crypto)	20

MDH also tested animals and several bacteria sources were identified on a variety of animals.

More analysis is needed, but it appears that a calf was the main source of the human cryptosporidium exposure and was passed to the other animals.

## **Framework for Exploration of Options**

### **Phase One- Governance**

Review and revise all legal documents pertaining to the structure and function of the Meeker-McLeod-Sibley Community Health Board (CHB). This will include researching model documents to use as a basis for facilitating a review of current documents and reflection of current operations.

### **Phase Two-Exploration of all options**

Will review and facilitate negotiations of current issues facing the CHB. Including, but not limited to: management of in-kind service, staff sharing, CHB employment issues, delivery of services and programs.

### **Phase Three- Modification of structure**

Will explore, and revise current delivery of services including the infrastructure and resources needed to improve the effectiveness and efficiencies of service delivery for public health.

# Zika Virus Update

#1

Mosquitoes are the deadliest animals in the world because of the diseases they spread.

## 30 Days

A female mosquito infected with Zika can continue biting people over its lifespan of about 30 days.

2

Only 2 known species of mosquitoes spread Zika, out of 176 species of mosquitoes identified in the US.

Michelle McGraw, PHN

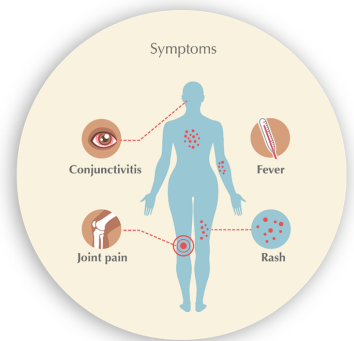
## What we know

Zika virus disease (Zika) spreads to people primarily through the bite of an infected *Aedes* species mosquito (*Ae. aegypti* and *Ae. albopictus*). Zika. In past outbreaks, most people have not gotten sick, so people may not even know they are infected.

- There is no vaccine or medicine for Zika.
  - Zika may spread through mosquito bites in some states later this spring and summer. Based on US experiences with similar viruses (dengue and chikungunya), we know that states, like Florida, Hawaii, and Texas, may well have cases or small clusters of diseases that are spread by infected mosquitoes. Additional states may also be at risk.
  - Some infected people will get mild symptoms for up to a week but most people won't even know they are infected.
  - Zika has been linked to microcephaly, a serious birth defect, and is a sign that the baby is born with a smaller brain, which can result in medical problems and impaired development.
  - Based on current knowledge, the greatest risk for complications from Zika is to a pregnant woman's fetus. Researchers are working to understand more about how Zika affects pregnant women and fetuses.
  - Zika can be passed from an infected man during sex. To date, we have not seen transmission from a woman during sex. The man gets infected by mosquito bite and spreads it to his partner through unprotected sex. This is preventable by using condoms, the right way, every time during all types of sex.
- Most people infected with

Zika virus (80%) fight off the virus with no symptoms. The majority of people with symptoms have relatively mild illness with:

- Fever
- Rash
- Joint pain
- Conjunctivitis (pink eye)



Newsletter Sources:

[www.cdc.gov/zika/index.html](http://www.cdc.gov/zika/index.html)

<http://www.health.state.mn.us/divs/idepc/diseases/zika/index.html>

# Key points for Minnesotans



***Aedes aegypti***  
(Yellow fever mosquito)



***Aedes albopictus***  
(Asian tiger mosquito)

The mosquito species that are known to transmit this virus are not currently found in Minnesota. We know that Zika virus can be transmitted by two mosquito species:

***Aedes aegypti*:** This is the primary vector for Zika virus in the current outbreak and has never been found in Minnesota, even as a seasonal introduction. It's a tropical mosquito, but can be found in the Gulf Coast states.

***Aedes albopictus*:** This mosquito is also capable of transmitting Zika virus, but is a much less important vector for the current outbreak in the Americas. Minnesota does not have any known established populations of this mosquito, but it is a more temperate mosquito, meaning it is a little hardier than *Ae. aegypti* and can survive somewhat colder temperatures. The species has been found here periodically – it was first found in the southern metro area (as part of routine mosquito surveillance by the Metropolitan Mosquito Control District) in 1991, and has since been found a total of 16 times in the state. Each time, these infestations represented seasonal introductions (mosquitoes brought here as eggs in used tire shipments) with small numbers of mosquitoes and very isolated infestations (i.e., this mosquito has only been found on a few acres of land in the state). Most importantly, this mosquito (its eggs in particular) has never been able to survive the winter in the state.

MDH worked with CDC as they gathered data to create updated mosquito range maps ([www.cdc.gov/zika/vector/range.html](http://www.cdc.gov/zika/vector/range.html)). To keep things simple, they did not differentiate between areas with small seasonal infestations vs. areas with widespread established mosquito populations. **The bottom line is that this mosquito species does not currently represent a substantial public health risk in Minnesota.**

## ***Aedes aegypti*** (Yellow fever mosquito)

- Has bright silvery lyre-shaped dorsal pattern and white banded legs
- Sneaky biter
- Bites, rests, and lays eggs both indoors and outdoors
- The major production places are human-made containers, tree holes and bamboo internodes holding water
- Most containers with water used for immature development are within or in close proximity to households

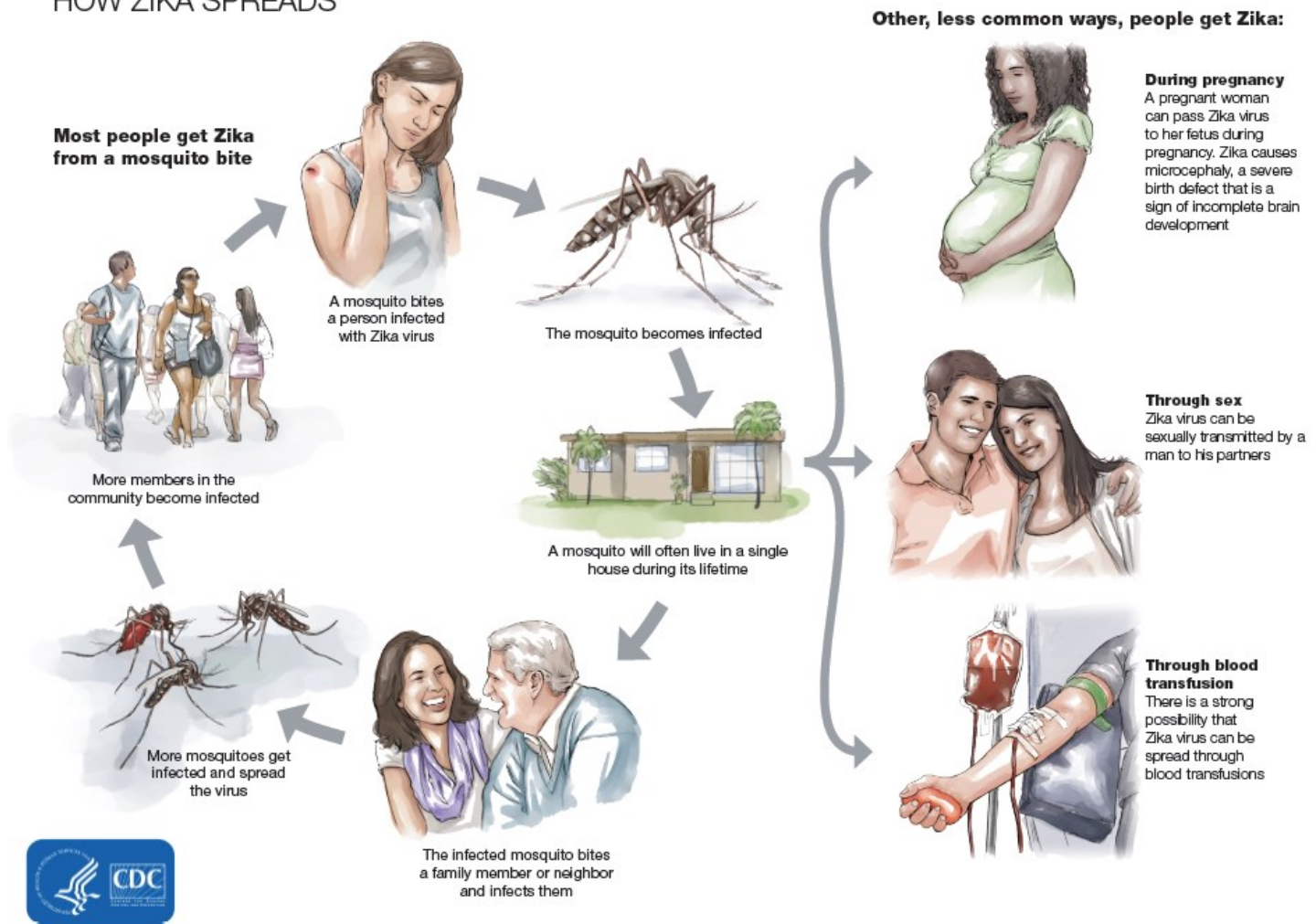
## ***Aedes albopictus*** (Asian tiger mosquito)

- Has a single longitudinal silvery dorsal stripe and white banded legs
- Aggressive biter
- Mostly an outdoor (garden) mosquito
- Shows preference for tree holes and bamboo internodes with water but can also utilize human-made containers for its immature development
- Utilizes water-filled containers around or further away from households



## PROTECT YOUR FAMILY AND COMMUNITY:

### HOW ZIKA SPREADS



### At A Glance - Zika in the US (May 18, 2016)

#### US States

- Travel-associated cases reported: 544
- Locally acquired vector-borne cases reported: 0
- Total: 544
  - Sexually transmitted: 10
  - Guillain-Barré syndrome: 1

#### US Territories

- Travel-associated cases reported: 4
- Locally acquired cases reported: 832
- Total: 836
  - Guillain-Barré syndrome: 5


### Does Zika cause Guillain-Barré Syndrome (GBS)?

GBS is an uncommon sickness of the nervous system in which a person's own immune system damages the nerve cells, causing muscle weakness, and sometimes, paralysis


GBS is very likely triggered by Zika in a small proportion of infections, much as it is after a variety of other infections.

CDC is investigating the link between Zika and GBS.


# Mosquito prevention starts with you.



Eliminate standing water inside and outside your home.



Wear long-sleeved shirts and pants and treat clothing with permethrin.




Use screens on the exterior of your home to keep mosquitoes outside.



Repair and seal your septic system.



Use an EPA-registered insect repellent.  
[www.epa.gov/insect-repellents](http://www.epa.gov/insect-repellents)



Work together to eliminate standing water and reduce mosquito populations.

Protect yourself, your family, and your community,  
which will...**protect her pregnancy.**