



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

Meeker McLeod Sibley  
Community Health Services

## Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200  
Glencoe, Minnesota 55336

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

### MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Thursday, January 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.....present	Bill Pinske.....present
Mike Huberty.....present	Sheldon Nies.....absent	Gary Kruggel.....present
Dale Fenrich.....present	Paul Wright.....present	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.....absent	Colleen Robeck.....present

Guests: Dee Findley- MDH, Linda Bauck-Todd- MDH, Roxy Traxler-Sibley County Administrator, Paul Viring-Meeker 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 Mike Huberty*
4. Approval of October 15<sup>th</sup> 2015 meeting minutes *Motioned by Beth Oberg and Seconded by Mike Housman*
5. CHB Packets – Electronic versions will be sent out starting at the April 2016 meeting. Also packets will be housed on the CHS website to view.  
<https://mmspublichealth.org/welcome/community-health-board/>  
*Motioned by Dale Fenrich, Seconded by Bryan Larson*
6. Election of Officers: *Motioned by Mike Housman, Seconded by Bill Pinske*
  - a. 2016 Officers
    - Chair - Beth Oberg (Meeker)
    - Vice Chair – Bobbie Harder (Sibley)
    - Secretary – Doug Krueger(McLeod)
7. Fiscal Officers Report- Colleen Robeck *Motioned by Ron Shimanski, Seconded by Mike Huberty*
  - a. Account activity will also be placed on CHS website like the CHS Packets
  - b. See sheet that Colleen discussed
8. Appoint Fiscal Officer for 2016: *Motioned by Bill Pinske Seconded Ron Shimanski*
  - a. to approve Colleen Robeck as CHS Fiscal Officer
9. Approval of State Auditor Engagement Letter *Motioned by Mike Huberty, Seconded by Joy Cohrs*
  - a. Have Beth sign this.
10. State Community Health Services Advisory Committee (SCHSAC) Report
  - a. The SCHSAC talking points were not available to send out prior to the meeting. This group is working on developing state and local relationship for Human Services, Strategic Plan moving forward to have a better relationship between them and Public Health at the state and local levels.



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11. Appoint SCHSAC Representative and Alternate *Motioned by Mike Housman, Seconded by Doug Krueger*
  - a. Dale Fenrich appointed as representative
  - b. Allie appointed as alternate representative
12. Appoint CHB Representative to the Healthy Community leadership Team (HCLT) *Motioned by Mike Housman, Seconded by Dale Fenrich*
  - a. Beth Oberg appointed as representative
13. Appoint Legal Representative for MMS CHB *Motioned by Ron Shimanski, Seconded by Joe Nagel*
  - a. Mike Junge appointed as Legal Representative
14. Conflict of Interest Policy to be completed and signed (enclosed)
  - a. We need to address #5 of this policy for 2017
  - b. Collecting sheets from all 15 commissioners
  - c. Share with Colleen
15. Request of approval of Authorized Agent, CHS Director, Deputy Director *Motioned by Mike Housman, Seconded by Ron Shimanski*
  - a. Fix dates
  - b. Have Beth sign
16. Review and Discuss Performance Management progress reports
  - a. Discuss goals, data, and progress in programs
  - b. Discuss on Healthy Homes asking if we are working with Building inspectors etc.
17. Accreditation Update PowerPoint – Kerry Ward – MMS CHS Accreditation Coordinator  
Kerry shared where MMS CHS is in the process of accreditation, the importance of accreditation and the importance of commissioner representation at the governing entity meeting during the site visit and answered questions the board had. See power point for additional information.
18. Authorities, Duties, and Responsibilities of a Community Health Service – Dee Finley- MDH, Linda Bauck-Todd MDH
  - a. Review of Local Public Health Act Summary of 145A
    - i. See summary attachment from MDH
      1. Discusses powers and duties
      2. Local Ordinances
      3. Commissioner Power and Duties
      4. Delegation of Powers and Duties
      5. Assessment of Costs, Tax Levy
      6. Local Public Health Grant
  - b. Discuss from CHB regarding how MDH works with local CHS/Public Health when there are issues at the local level.
  - c. Kerry Ward to send out the link for the NACCHO video of public health.
    - i. <http://www.youtube.com/watch?v=sr8O90qr-7E&sns=em>
19. Recommendation from the Integration Subcommittee Meeting – meeting minutes attached
  - a. Executive Subcommittee recommended that the CHS hire a consultant
    - i. Allie presented a phased approach regarding moving forward

