MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes  
Thursday, October 13, 2016  
McLeod County Household Hazardous Waste Building, Hutchinson

Board Members  
Beth Oberg........present  
Joe Nagel........present  
Mike Housman......absent  
Dale Fenrich.......present  
Bill Pimske........present  
Doug Krueger.......absent  
Ron Shimanski......absent  
Bobbie Harder.....present  
Joy Cohrs..........present

Staff Present  
Diane Winter........present  
Vicki Stock..........present  
Jennifer Hauser......present  
Rachel Fruhwirth......present  
Allie Freidrichs......present

Guests: Brittany Myers- McLeod, Rebecca Shlafer Nealy – Assistant Professor U of M

1. Meeting called to order

2. Welcome and Introductions

3. Presentation by Rebecca Shlafer Nealy -Assistant Professor  
Division of General Pediatrics and Adolescent Health  
Department of Pediatrics, University of Minnesota*

4. Appointment of chair, vice chair and secretary:  
Since this is technically a new board, appointments need to be made for chair, vice and secretary. Beth and Bobbie will remain until January and Joe was appointed as new secretary. In January this process will be repeated.  
Dale Fenrich motioned to appoint Joe and leave Beth and Bobbie as chair and vice chair, Seconded by Bobbie Harder.

5. Additions to the Agenda:  
Zika virus update: see handout.

6. Approval of July 14th, 2016 meeting minutes: Motioned by Dale Fenrich and Seconded by Bill Pinske

7. Approve MMS CHB By Laws:  
Bobbie had question on Article 5 Financial Matters, Section 1, the last sentence. Allie explained what that meant. In addition, on page 3, there was a typo, Allie changed it from C. Administration – ‘Provides’ to ‘Provided’  
Joe Nagel motioned to approve By Laws and Seconded by Bill Pinske

8. Fiscal Officers Report-Colleen Robeck:  
Motioned by Bill Pinske and Seconded by Dale Fenrich

9. Review of next steps recommended by Scott Lepak of Barna, Guzy & Steffen:  
Position Description: The current position description for the CHS Services Administrator needs to be reviewed. In addition, all positions could be looked at.
Medical Consultant: We need to identify a medical consultant for the CHB. We also need to consider payment of the medical consultant in the budget. The counties can keep their own medical consultant, or we can consider moving to a single medical consultant for the CHB and not retain a medical consultant for the counties. Diane wants current consultant for Meeker to remain on the committee...minimum we need to get a CHB medical consultant, would we want to ask current and ask them to be CHB medical consultant also?

Budget: Allie going to work Colleen on budget for 2017, no county contributions for the CHS.

Delegation of services: Phase 2 deals with the delegations agreements. We need to accurately reflect what we are doing. Scott could meet with county individually and help identify what the best way is moving forward. We are currently sharing staff, especially with McLeod (IT, HR). Or we could look at outside vendors – what would that look like and how much would that cost? This would be similar to what Nurse Family Partnership did. Scott gave a proposal of $16000 and he could do this for us.

Allie: 2 questions – do we want to approve proposal? How do we want to move forward? We would like open communication to board at the beginning. Allie is to negotiate $15000,

Motioned to approve proposal by Dale Fenrich and Seconded by Joe Nagel

10. Approval of contract with Barna, Guzy & Steffen LTD- Attorneys at Law*
See #9 above.

11. Administrative Items

a. Approval of MCCC revisions to the By-Laws
b. Approval of MDH Master Grant contract Amendment related to audit requirement revisions.
c. Approval of MDH contract to provide health screening and follow-up services for tuberculosis from 7/1/16- 6/30/21
d. Approval of MDH contract to provide Peer Breastfeeding Support program from 10/1/16-9/30/17 for $48,695

Bill Pinske motioned to approve all four items and Seconded by Joe Nagel

12. State Community Health Services Advisory Committee (SCHSAC) Report:
June meeting was attached. The September meeting was held at the CHS conference. Revised PHEP funding was approved at last SCHSAC meeting. We are required to do this, but we have no state funding. Ad-hoc workgroup is made up of local consultants.

13. Performance Measures Update:
Performance measures are good way to show the outcomes. See PPT packet. There is a process in place. Kerry will be going to each team on quarterly basis and tracking with on the dashboard to bring back to the commissioners.
14. Accreditation Update:
   After site visit, we had to submit an action for 17 measures. The action plan has been submitted and approved. We now have a year to submit the documentation. Our goal is to have all documentation completed by the end of January 2017.

15. PPMRS Update:
   See PPT packet.

   Other: We will remain with quarterly meetings. Allie will email out the dates for the meetings for 2017.

   Adjourn: Motioned by Dale Fenrich Seconded by Bill Pinske

Attachments:

[Signature]
Joe Nagel, Secretary