



**PublicHealth**  
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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, January 12<sup>th</sup>, 2017**

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

#### **Board Members**

|                          |                         |                           |
|--------------------------|-------------------------|---------------------------|
| Beth Oberg.....present   | Joe Tacheny.....absent  | Ron Shimanski.....present |
| Joe Nagel.....present    | Bill Pinske.....absent  | Bobbie Harder.....present |
| Mike Housman.....present | Doug Krueger.....absent | Joy Cohrs.....present     |

#### **Staff Present**

|                          |                              |                              |
|--------------------------|------------------------------|------------------------------|
| Diane Winter.....present | Jennifer Hauser.....present  | Allie Freidrichs.....present |
| Vicki Stock.....present  | Rachel Fruhwirth.....present | Colleen Robeck....present    |
| Kerry Ward.....present   |                              |                              |

**Guests:** Dee Finley, MDH, Scott Lepak -Attorney at Law, Linda Bauck-Todd -MDH

#### **1. Meeting called to order**

#### **2. Welcome and Introductions**

#### **3. Additions to the Agenda**

Recognition was given to Vicki Stock who will be retiring Jan 27<sup>th</sup> after 39 years of service at Sibley County.

#### **4. Approval of October 2016 meeting minutes**

Motion by Joe Nagel to approve the minutes of the regular meeting on October 13, 2016 seconded by Ron Shimanski, motion carried

#### **5. Election of Officers**

Discuss was held that those serving would move up in ranking to fill the positions the executive positions in 2017, with a Meeker Commissioner to be appointed for Secretary Motion made by Ron Shimanski to appoint Bobbie Harder as Chair, Joe Nagel as Vice Chair and Mike Housman as Secretary, seconded by Joe Nagel, motion carried

##### **a. Current 2016 Officers**

- Chair - Beth Oberg (Meeker)
- Vice Chair – Bobbie Harder (Sibley)
- Secretary – Joe Nagel (McLeod)

##### **b. 2017 Officers Chair**

- Bobbie Harder (Sibley)
- Vice Chair – Joe Nagel (McLeod)
- Secretary – Mike Housman (Meeker)

#### **6. Appoint Fiscal Officer for 2017**

Motion made by Beth Oberg to appoint McLeod County Auditor/Treasurer as the fiscal officer for MMS CHS, seconded by Ron Shimanski, motion carried.



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### **7. Appoint SCHSAC Representative and Alternate**

Motion by Beth Oberg to appoint Bobbie Harder as the SCHSAC representative and Allie Freidrichs as the alternate, seconded by Joe Nagel, motion carried.

### **8. Appoint CHB Representative to the Healthy Community leadership Team (HCLT)**

Beth Oberg currently serves in this role and is willing to continue. Motion by Mike Housman to appoint Beth Oberg as CHB representative to the HCLT, seconded by Joe Nagel, motion carried.

### **9. Appoint Legal Representative for MMS CHB** McLeod County Attorney Mike Junge has served in this role in the past and is willing to continue. Motion by Beth Oberg to appoint McLeod County Attorney Mike Junge as CHB Legal Representative, seconded by Ron Shimanski, motion carried.

### **10. Conflict of Interest Policy to be completed and signed (enclosed)\***

Forms were collected from those present. Kerry Ward CHB Recorder will follow-up with and collect those not present.

### **11. Request of approval of Authorized Agent, CHS Director, Deputy Director**

Motioned by Mike Housman to approve the Authorized Agent as Allie Freidrichs and Deputy Authorized Agent as Diane Winter, seconded by Beth Oberg, motion carried.

### **12. Statue 145A Presentation -Dee Finley- MDH**

Dee Findley from the Minnesota Department of Health provided a presentation on the roles and responsibilities of a CHB under Minnesota Statute 145A. Highlights include requirements of the establishment, powers and duties, Local Public Health Grant, and benefits of 145A. See attached PowerPoint and Statue 145A handout.

### **13. Update on Delegation Discussion – Scott M. Lepak, Attorney at Law**

Scott Lepak provided an oral and written update on recent meetings and next steps. Scott and an associate Dave, met with each individual County Commissioners and County Department Heads providing support to the CHS (IT, HR, A/T). He also held meetings with staff from each of the individual counties. From these meetings he has gathered a wealth of information that will be needed to create, review and revise legal documents supporting how the CHS functions. He referenced his written report highlighting his observations and recommendations. The delegation agreements need to address and account for services each of the counties are providing for the CHS.

**Next steps** will be for the CHB to discuss points of commonality between the providing of public health services via the CHS and potentially explore the option of integration. If there are areas where integration makes sense to all involved, this could be incorporated into a delegation agreement and thus put the CHS in conformity with the newer requirements of state law. Scott will work thru this in order to bring decision points and bring back to board. Specific service delivery will need more discussion. An additional board meeting has been suggested in order to continue this process in a timely manner. A motion made by Ron Shimanski to schedule a CHB meeting on Feb.23rd from 9-11 at McLeod County HHW-large conf. room, seconded by Beth Oberg, motion passed.





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- a. Sibley/McLeod/Trailblazer Insurance Update- The Sibley/McLeod/Trailblazer Insurance group is revising their joint powers agreement and the issue of the CHS employees being a separate entity or under McLeod's employee umbrella has been identified. More information is needed about what this means for the CHB, including costs. The CHB needs additional time to research all options. Scott will speak with Darcy to follow thru on next steps in relation to the Insurance Pool joint powers agreement. More information and discussion will be held at the February 2017 mtg.

### **14. Fiscal Officers Report-Colleen Robeck\* -**

Fiscal report was presented and Colleen answered questions regarding Ebola, Healthy Community Coalition, Project Harmony and Local Public Health Grant. Request was made to have report in accrual format to show revenues and expenditures differently. Colleen will run this report and add to fiscal report. Motion was made by Joy Cohrs to approve the fiscal officers report, seconded by Ron Shimanski, motion carried.

### **15. Review and Approval of the CHS Budget\***

Summary CHS budget and Allocation breakdown of LPH grant, which includes MCH and TANF were presented. Motion made by Mike Housman to approve the summary budget using the numbers for option #2 in the allocation budget, seconded by Joe Nagel. Discussion was held on the differences between counties in salary increases and performance pay and how that relates to CHS employees. Two options of salary increases- 2% or 3% were presented. Motioned made by Beth Oberg to adopt a 2.5% salary increase for employees and to adopt the McLeod County health insurance increases, seconded by Mike Housman, motion carried

### **16. Administrative Items** Motioned by JN to approved CTC contract seconded by RS. Motioned by MH and Seconded by BO to approve the PHEP contract.

- a. Child and Teen Check-up contract agreement in the amount of \$219,288 for the time period of 1/1/2017-12/31/2017  
Motion made by Joe Nagel to approve the CTC contract as presented, seconded by Ron Shimanski, motion carried.
- b. Public Health Emergency Preparedness contract amendment for additional funding of \$8,987 for the time period of 12/22/2016-6/30/2017  
Motion made by Mike Housman to approve the PHEP contract as presented, seconded by Beth Oberg, motion carried.

### **17. LPHA Priorities- Legislative Update\***

Handout of LPHA top three priorities were shared. Discussed the importance of local public health funding and the increase needed to reduce the burden on county tax levies. LPHA will also be addressing the need to increase the medical assistant reimbursement rate for home visits, which is poorly reimbursed vs the cost. Lastly,



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LPHA will work on efforts to maintain SHIP funding. If SHIP funding ceases, the work still needs to continue regardless of funding because it's the work of the MMS Community Health Improvement Plan, which is a state mandate. Dental issues, including access was discussed. Although dental is not specifically on the top three priorities, it is still included in the LPHA platform and bills to increase access or services would be supported by LPHA.

### **18. Propose a February 2017 CHB mtg- see above**

Motion to adjourn by Mike Housman, seconded by Joe Nagel, motion carried

#### **Attachments:**

- October 2016 Meeting minutes
- Conflict of Interest Statement
- LPHA Priorities
- CHB Fiscal Report
- CHS Proposed Budget
- Statue 145 A handout
- Statue 145 A ppt

2017 Meeting Dates  
February 23<sup>rd</sup> 9-11  
April 13<sup>th</sup> 9-11:  
July 13<sup>th</sup> 9-11  
October 12<sup>th</sup> 9-11  
Large Conference Room  
McLeod Solid Waste Bldg



Mike Housman, Secretary