

MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes
Thursday, April 13th, 2017
McLeod County Household Hazardous Waste Building, Hutchinson

Board Members

Beth Oberg.....absent
Joe Nagel.....present
Mike Housman.....present

Joe Tacheny.....present
Bill Pinske.....present
Doug Krueger.....absent

Ron Shimanski.....present
Bobbie Harder.....present
Joy Cohrs.....absent

Staff Present

Diane Winter.....absent
John Glisczinski ...absent
Kerry Ward.....present

Jennifer Hauser.....present
Rachel Fruhwirth.....present

Allie Freidrichs.....present
Colleen Robeck....absent

Guests: Ellen Wolter Research Scientist, Minnesota Compass | Wilder Research; Mary Bachman and Jayme Krauth- Health Educators, Sibley County; Beth Jerabek – Student Nurse

1. **Meeting called to order**
2. **Welcome and Introductions**
3. **Presentation:** Minnesota's aging population- Ellen Wolter, MPH, MPA Research Scientist, Minnesota Compass | Wilder Research
4. **Additions to the Agenda** Motion to accept the agenda made by Mike Housman and seconded by Bill Pinske. Motion carries.
5. **Approval of February 2017 meeting minutes*** Motion made by Joe Nagel and seconded by Ron Shimanski. Motion carries.
6. **How MMS Is Meeting the Requirements of the Local Public Health Act**
Powerpoint presentation was done providing information and education on how MMS CHS is meeting the requirements of Minnesota Statute 145A as a follow-up from the January 2017 presentation by Dee Finley from Minnesota Department of Health.

Highlights: Majority of requirements being met. MMS still needs to designate a Medical Consultant and establish a consistent performance management system that monitors data and outcomes. Discussed role and responsibilities of individual County Medical Consultants. At this point in time each county will retain their individual Medical Consultants.

Reviewed the community health assessment process and development of community health improvement plans. In recent years the requirements for the CHA/CHIP process have become more extensive and more inclusive of local partners. In 2013 MMS CHS worked collaboratively with local hospitals and identified 3 health priorities. In 2016 MMS CHS worked with more local partners and identified 6 health priorities. In addition, have adopted a Collective Action model to address the health issues identified. Identified challenges of collecting local data, and writing

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

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

community health plans using data indicators. Additional challenges include staff capacity with increase time intensive work and funding issues. Staff do not have the capacity to implement community health improvement plans.

All CHBs must annual report on work being done in the six areas of Public Health Responsibility through the Planning and Performance Measurement Reporting System (PPMRS). MMS CHS addresses the majority of the 6 areas through grants that provide programs and services tailored to the needs of our communities.

The Strategic Plan is being revised and will be brought to the board in July for approval.

7. Administrative Services Summary* attached document in the packet.

Timeline was developed in order to meet components of the motion made during the February 2017 meeting. Timeline is reflective of information received by consultant Scott Lepak.

Summary: Federal and tax identification numbers should be completed by January 1st of 2018 after health insurance options have been researched and a determination has been made.

Classification and compensation plan – two proposals have been submitted, board request a 3rd quote from Bjorklund Compensation Consulting. Completing personnel policies will happen later in the year, may be able to review and revise existing policies from Supporting Hands Nurse Family Partnership and/or Horizon Public Health. Paul Viring- Meeker County Administrator and Allie will work together on insurance options for the CHS. Vince – IT Director from McLeod County and Allie will work to research options for IT services. His recommendation is a clean break including emails, file storage, etc. Research is still being done regarding office locations. Human Resources services as well as payroll services may be contracted out and provided as combination of services. Request to share information to commissioners as it comes in prior to the May meeting which will be May 25th.

8. SCHSAC Update-

Bobbie Harder, SCHSAC represented provided an update of recent SCHSAC meeting. Suggestion made by Bobbie Harder that rotating the role of SCHSAC representatives is not a good idea and recommends having a representative serve for more than one year. Drew Campbell from Blue Earth County is new chair. Resolution regarding Family Home Visiting reimbursement and bring back to the boards and share with your legislators- not sure what is going on locally and what funding or reimbursement are we receiving to do this now at MMS. Reimbursement locally is based on what we get from PrimeWest and South Country Health Alliance but straight MA is a lesser payout. Lots of work and how do we get it all done. For commissioners to support the home visiting resolution they would like more local data and what we do. Renee from Stearns spoke about performance improvement steering committee in relation to PPMRS and what locals are reporting back to the State. SCHSAC committee reported in regards to regional epidemiologist and other services do MDH provide to local public health. Governor's office spoke to work on better water supply with 25% increase of water quality in MN by 2025. Bobbie has volunteered to help plan an annual workshop for SCHSAC-

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

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

Our Communities, Our Health and Our Stories is the theme. Next meeting will be planning the work sessions.

9. **Fiscal Officers Report**

Responded to account activity questions 1) Doherty staffing is staffing cost for the peer breastfeeding grant. 2) Project Harmony grant – notebook purchase – for Recovery Coach. 3) Concerns regarding Reproductive Health Alliance membership Family Planning Grant –Allie follow up with Gary at MDH, and Reproductive Health Alliance and report back to board, 4) Purchase of Mental Health 1st Aide manuals

Motion by Mike Housman and seconded by Ron Shimanski- Motion carried.

10. **Administrative Items**

- a) **Meeker-McLeod-Sibley Mass Fatality Plan*** Motion by Mike Housman and seconded Joe Nagel, Motion carries
- 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 by Bill Pinske and seconded by Mike Housman. Motion carries.
- c) **Time only extension for Healthy Homes grant until 9/30/17** Motion by Ron Shimanski and seconded by Bill Pinske. Motion carries.

Adjourn- Motioned by Mike Housman and Bill Pinske to adjourn. Motion carries.

Attachments:

- February 2017 Meeting minutes
- MMS CHS Mass Fatality Plan
- Administrative Services Summary
- Fiscal officer's report

2017 Meeting Dates

May 25th, 9 -11
July 13th 9-11
October 12th 9-11
Large Conference Room
McLeod Solid Waste Bldg



Mike Housman, Secretary

