



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

McLeod County Solid Waste Large Conference Room

October 12th 2017

9 AM to 11 AM

Board Members

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

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

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

Staff Present

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

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

Allie Elbert.....present
Colleen Robeck.....present

Guests: Scott Lepek

1. Additions to the Agenda –Clarification under **#7a** note that it's a resolution. Motion Joe Nagel, Seconded by Beth Oberg, Motion passed.

2. Motion made by Bill Pinske and Seconded by Ron Shimanski to approve September 2017 meeting minutes*, motion passed.

3. Integration/Delegation Discussion

- a. **Action Item:** Decision for integration/delegation- Brief power point providing a recap of the decision and action needed.
Motion made by Beth Oberg and seconded by Ron Shimanski to terminate delegation agreements and fully integrate. A friendly amendment was offered by Mike Housman; to terminate delegation agreement, and form a subcommittee to review options. Amendment not accepted.

Further discussion: Sibley states they prefer a delegation agreement and are interested in partial integration. Reviewed and discussed historical issues why this decision and subsequent actions are needed; Joint Powers and By-laws required revision and have been completed, now the delegation agreement needs to be addressed (related to MN 145A Statute changes). Scott Lepak has provided consultation assistance with governing documents and will assist with the delegation agreement revisions. Process of delegation agreement termination was reviewed by Scott Lepak. If delegation agreements are terminated a notice is sent to each county which starts a one year wind down of the current delegation agreement.

Roll Call vote:

Mike Housman- Yes
Beth Oberg-Yes
Bill Pinske- No
Bobbie Harder- No
Ron Shimanski- Yes

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Joe Nagel- No
Motion failed due to tie vote.

A motion was made by Mike Housman, seconded by Beth Oberg – To terminate delegation agreements and form a subcommittee to explore options of integration and delegation choices per county.

Roll call vote:

Mike Housman- Yes
Beth Oberg- Yes
Bill Pinske- No
Bobbie Harder-No
Ron Shimanski- Yes
Joe Nagel- Yes

Motion passed.

b. **Action Item:** Formation of Subcommittee

Motion made by Mike Housman and seconded by Bill Pinks to appoint Beth Oberg (Meeker), Joe Nagel (McLeod), Bobbie Harder (Sibley), CHS Administrator and Public Health Directors as members of the subcommittee with assistance from Scott Lepak, Consultant. Motion passed.

c. **Action Item:** Motion made by Beth Oberg and seconded by Bill Pinske to retain services of Scott Lepak from Barna, Guzy and Steffan for continued integration/delegation discussions. Motion passed.

4. Follow-up Items from September 25th 2017 Meeting:

a. **Action Item:** Approval of CHS Employee Contract*

Motion made by Bill Pinske and seconded by Mike Housman to approve the CHS Employee contract. Motion passed.

b. **Action Item:** Decision of Health Insurance Contribution

Updated quotes were not available at the time of the meeting. Reviewed current county employee contribution levels.

Motion made by Mike Housman and seconded by Ron Shimanski that the CHB will contribute up to 500 dollars for employee single coverage with any remaining dollars to be disbursed into the employee's HSA account and the CHB will contribute towards 50% of the premium costs for spouse and child coverage. With additional directive to choose a highest deductible plan and one other plan when the updated premium rates are available. Motion passed.

c. **Action Item:** Decision requested for office location (proposals/budget impact included in board packet)*

This action item was tabled for the newly formed subcommittee

d. **Action Item:** Decision requested for IT services (proposals/budget impact included in board packet)

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This action item was tabled for the newly formed subcommittee

- e. **Action Item:** Decision or guidance requested for office furniture/equipment purchases (proposals/budget impact included in board packet)*
This action item was tabled for the newly formed subcommittee
- f. **Action Item** Update: Fiscal Hosting/ Payroll services –
More information and research is needed on available options for fiscal hosting and/or payroll services. Meetings have/or will be scheduled.

5. Follow-Up Scott's Final Report

- a. Revision to MMS CHB Joint Powers Agreement that addresses funding language past the July 1st deadline. (Referenced in Final Report by Scott Lepak)
Suggested by Scott Lepak to amend the MMS Joint Powers Agreement by resolution to address initial administrative costs such as fiscal hosting, IT and office space and to include language for program sharing costs if the need arises. Discussed projected 2018 administrative costs of \$60,000 as described in the 2018 CHS budget. Revision language states:

Article V (Budget and Funds). Add the following Sections 5 and 6:

5. Initial Administrative Integration Funding. Each Member County shall make a contribution to a Joint Community Fund for initial integrated administrative operations for budget year 2018. This total Member contribution will be sixty thousand dollars (\$60,000). Each Member County will pay the following percentage based upon July 1, 2016 population estimates:

	<u>Percentage</u>	<u>Amount</u>
McLeod County	48.58%	\$29,148
Meeker County	31.32%	\$18,792
Sibley County	20.1%	\$12,060

This amount will be paid by each Member County in a lump sum no later than December 1, 2017.

6. Program Transition Funding. CHS will receive all grants and third party payments that are tied to a service or program that transition from a Member County to CHS. In addition, each Member County that transitions an existing service or program to CHS shall make transition payments to CHS to reflect the diminished County cost over time because of said transition. In the first full budget year in which the transition occurs, the transitioning Member County shall pay to CHS the prior year actual costs associated with the service or program (including but not limited to all personnel costs) that will be transitioned plus an inflationary amount equivalent to the twelve month change to the Consumer Price Index for Urban – All Cities as measured from July of the preceding year. This transition cost will exclude any amounts that will continue to be paid by continued grant funds or third party payments. This transition cost will further exclude any amounts that will continue to be borne by the Member County such as continued physical space for such service or program operations. In the second full budgeted year following the transition, the Member County shall pay to CHS two-thirds (2/3) of the initial transition amount. In the third full budgeted year following the transition, the Member County shall pay to CHS one-third (1/3) of the initial transition amount. The Member County will not be required to pay additional amounts for said services in and after the fourth year. Said payments are in addition to the Quarterly Payment of Budgeted Amounts noted in Section 1 but may be made on the same quarterly basis as outlined in Section 1.

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Motion made by Bill Pinske and seconded by Ron Shimanski to approve resolution as presented with a total administrative cost of \$60,000 for 2018 to be paid by December 1st 2017.

Beth Oberg, Mike Housman, Ron Shimanski, Bill Pinske, Joe Nagel voted yay, Bobbie Harder voted nay. Motion passed.

- b. Action Item: Approval of MMS CHB By-laws with required revision noted from September 25th 2017.

Motion by Mike Housman and seconded by Joe Nagel to approve MMS CHB By-laws with noted revision. Motion passed.

6. Fiscal Officers' Report –

Motion made by Ron Shimanski and seconded by Joe Nagel to approve the fiscal report as presented. Motion passed.

7. Discussion of additional meetings

November 29th from 9:00 to 11:00 AM at HHW

Motion to adjourn made by Mike Housman and seconded by Ron Shimanski, motion passed.

Attachments:

- September 25th 2017 Meeting minutes
- Fiscal Officer's Report
- MMS CHS By-Laws
- Employee Contract
- Health Insurance Contribution Comparison
- Updated office space proposals


Mike Housman, Secretary