



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Thursday, June 13, 2019

9 AM to 11 AM

Family Services Building – Suite 200, Litchfield MN

Board Members

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

Staff Present

Diane Winter.....present	Amanda Maresh.....present	Mary Bachmann.....present
Laurie Terning.....present	Rachel Fruhwirth.....absent	Rose Anderson.....present

Guests: John Glisczinski, McLeod County Administrator

1. Meeting called to order by Mike Housman at 9:04 a.m.

2. Welcome and Introductions

3. Additions to Agenda

Motion to approve agenda by Ron Shimanski, seconded by Bill Pinske. Motion carried.

4. Approval of May 9th 2019 Meeting Minutes*

Request to strike "See attachment for details." on May 9th, 2019 minutes under item 5. b.

Motion by Bobbie Harder to approve the May 9, 2019 minutes with correction. Seconded by Ron Shimanski. Motion carried.

5. Administrative Items

a. Resolution 2019-5 Support of Federal TANF Funding*

Motion to adopt Resolution 2019-5 Support of Federal TANF Funding made by Ron Shimanski and seconded by Bill Pinske. Roll call vote taken – all voted yes. Motion carried. Resolution adopted.

b. Resolution 2019-6 Support of Federal Public Health Emergency Preparedness Funding*

Motion to adopt Resolution 2019-6 Support of Federal Public Health Emergency Preparedness Funding was made by Beth Oberg and seconded by Bill Pinske. Roll call vote taken – all voted yes. Motion carried. Resolution adopted.

6. Fiscal Management

a. Approval of Paid Invoices-May 2019*

Discussion held on a concern involving invoice privacy issues. By consensus, it was determined that private information, such as names and dates, will be redacted on invoices and the Remittal Sheet only will be published.

The Family Planning Grant work plan was reviewed and discussed with no revisions made. Motion by Beth Oberg and seconded by Ron Shimanski to approve May 2019 paid invoices. Motion carried.

b. Approval of Financial Statements*

Two DHS grant payment issues were discussed. Project Harmony grant funds have not been received for first quarter of 2019; however, expenses, including salary, have been applied therefore showing a negative balance. Agreed to hold back when payment arrives, anticipated to be \$35,000, to cover recovery coach and CHS expenses, and then reimburse counties. Because this grant has been slow delivering payment, if grant is awarded in the future, would request to submit invoices monthly.

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

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

CTC payments currently go directly to McLeod County and efforts have been made to redirect to CHS. When directing questions to DHS, their response is the file remains open. So the matter is still under review with no knowledge of closure.

Question concerning when and how grant money is divided between counties was asked. Finance committee will discuss and report.

Motion by Beth Oberg and seconded by Ron Shimanski to approve the Financial Statements.
Motion Carried.

7. Executive Committee Update

No Discussion.

8. Administrative Functions Update

Work continues on improving the work flow within the financial structure.

Job descriptions for a few CHS employees still need defining on Performance Pro system before evaluations can begin.

Directors met with Linda Bauck-Todd, MDH Public Health Nurse Consultant. A productive conversation resulted in good options for program organization.

Staff Feedback to the CHB handout, submitted by CHS Team, was distributed with ideas on various program successes and challenges that they have noted since the CHS fulltime administrator position ended.

Discussion held concerning Diane Winter's time and observations as Interim CHS Administrator.

9. CHS Administration Transition*

Lengthy discussion focused on formulating a plan to define what position or activity the board wants to clearly focus on and define. There is a timely need to propose an evolution of processes, strategic planning for structure organization, define goals in order to keep the momentum of progress made and provide clarity. Plans are to bring ideas, suggestions and focus on at next meeting. The Executive Committee will meet prior to the July CHB meeting to define the process.

10. Environmental Health

Update presented on MDH Environmental Health Activities* occurring specific to each County. The Healthy Homes Brochure* outlines the programs offered within each county that are available to everyone.

11. Affirm 2019 Meeting Locations

July 11, 2019 Board Meeting has been scheduled to be held at the McLeod County Solid Waste Large Room in Hutchinson, MN.

12. Adjourn

Board Chair closed meeting at 10:32 a.m.

Attachments:

- May 9, 2019 Meeting Minutes
- Resolution 2019-5
- Resolution 2019-6
- May Paid Invoices
- 2018 MDH Environmental Health Activities by County
- MMS CHS Healthy Homes Brochure
- CHS Administrator Transition Plan
- Financial Statements

2019 DATES

July 11th HHW Hutchinson

August 8th

September 12th

October 10th

November 14th

December 12th

All meetings **9-11** unless
otherwise specified


Ron Shimanski, MMS CHS Board Secretary

7-16-19
Date