



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes
Thursday July 11, 2019
9 AM to 11 AM

McLeod County Solid Waste Large Room, Hutchinson

Board Members

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

Staff Present

Diane Winter.....present	Amanda Maresh.....present	Julie Schrum.....present
John Glisczinski ...absent	Rachel Fruhwirth.....present	Rose Anderson.....absent

Guests: Julie Erickson, Director HHS, McLeod and Sheila Murphy, Interim County Administrator

1. Meeting called to order by Mike Housman at 9:00 a.m.

2. Welcome and introductions

3. Additions to Agenda

Motion to approve the agenda made by Joe Nagel and seconded by Bill Pinske. Motion carried.

4. Approval of June 13th 2019 Meeting Minutes

Motion to approve the June 13, 2019 meeting minutes made by Beth Oberg and seconded by Bobbi Harder. Motion carried.

5. Administrative Items

a. Actuary for OPEB Report discussed. Motion to reach out to Meeker County and use the same company for actuary consultant as Meeker County was made by Bill Pinske and seconded by Ron Shimanski. Motion carried.

6. Fiscal Management

a. Approval of Paid Invoices –June 2019
Motion by Bill Pinske and seconded by Bobbi Harder to approve the paid June 2019 invoices. Motion carried.

b. Approval of Financial Statements
No financial statements were presented for board to approve.

7. SCHAC Update

Amanda Maresh and Bobbie Harder attended SCHAC and reported: focus was on jails and importance of visitation, as it results in better inmate behaviors, need to make jails more family friendly, also noted that the suicide rate among farmers has surpassed veterans and posed question - how does public health address and improve this situation, what areas of SHIP need focusing on and T-21 also discussed. SCHAC stated budget for Health and Human Service at 98% and 2% for MDH. Blue Ribbon commission will have health and human services representations on board for improvement, prevention and intervention strategies.

8. Executive Committee Update

a. Update regarding Breastfeeding Peers and Employment Agreement with Doherty
With increased understanding of Doherty's wage policies and actions, it was decided Diane will find a historical report on wage increases and board will then adjust hereafter. Motion made by Joe Nagel to grant a 2.5% COLA to Breastfeeding Peers starting today, seconded by Bill Pinske. Motion carried.

Meeker-McLeod-Sibley Community Health Services

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Glencoe, Minnesota 55336

Direct Line (507) 766-3531
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b. CHS Administration Options and Discussion

Lengthy discussion held on job descriptions and options for hiring financial manager and CHS director. Motion made to advertise and hire a part-time non-contracted CHS administrator for up to 30 hours per week with financial/support staff to remain the same until the end of the year by Bill Pinske and seconded by Joe Nagel. Motion carried.

Executive Committee will meet, following this meeting, to determine salary, benefits and advertising/hiring details. Recommendation made to strike language in CHS administrator job description under other requirements: "MN Driver's license and proof of automobile insurance needed within two years". McLeod County offered software/template to help with developing advertisement and job description.

9. Administrative Functions Update

Community Health Assessment in process, county staff collecting qualitative data via focus groups and interviews on 2 issues, ATOD use among youth including e-cigarettes and mental health issues. The CHS staff performance evaluation process has been delayed by the absence of a staff within Meeker HR department; CHS staff job descriptions are entered into the Performance Pro system, adjusting the factors which the employee is evaluation against is on hold until the HR staff returns. Project Harmony grant extension contract has yet to be received, assured by DHS grants manager that grantees can continue the work and will be reimbursed for expenses beginning with the July 1, 2019, the start date of the extension.

10. Affirm 2019 Meeting Location

August 8, 2019 Board Meeting has been scheduled to be held at the McLeod County Solid Waste Large Room in Hutchinson, MN.

11. Adjourn

Motion made to adjourn meeting at 10:25 a.m. made by Bill Pinske and seconded by Ron Shimanski.

Attachments:

- June 13m 2019 Meeting Minutes
- June 2019 Paid Invoices
- Financial Statements
- Draft CHS Administrator Job Description
- Draft Business Manager Job Description
- Draft MMS CS Organization Chart

2019 DATES

August 8th
September 12th
October 10th
November 14th
December 12th

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



Ron Shimanski, MMS CHS Board Secretary

9.20.19

Date