



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
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Direct Line (507) 766-3531
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MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Tuesday, October 15, 2019

1 PM to 3 PM

Family Services Building Suite 200, Litchfield

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
Rachel Fruhwirth...present	Rose Anderson.....present	Julie Erickson.....present

Guests: State Auditors: Stephanie Erickson and Marie Henning

1. **Meeting called to order by Chair Mike Housman at 1:05 p.m.**
2. **Welcome and introductions**
3. **Additions to Agenda**
Motion to approve the agenda made by Joe Nagel and seconded by Ron Shimanski. Motion carried.
4. **Approval of September 20, 2019 Meeting Minutes**
Motion to approve the September 20, 2019 meeting minutes made by Ron Shimanski and seconded by Bill Pinske. Motion carried.
5. **State Audit Exit Meeting—Stephanie Erickson and Marie Henning**
Auditors thanked everyone who helped in the audit process. Written findings noted one non-compliance within WIC program and one internal control non-compliance in finance area. Corrective action plan is included in report.
6. **Fiscal Management**
 - a. Approval of Paid Invoices
Motion to approve paid September 2019 invoices made by Beth Oberg and seconded by Joe Nagel. Motion carried.
 - b. Approval of Financial Statements
All second quarter grant payments have been received and disbursed to counties with the exception of SHIP July and August payments not yet received. Motion to approve the Financial Statements by Ron Shimanski and seconded by Bill Pinske. Motion carried.
7. **CHS Administrator Recruitment**
Four candidates were interviewed on September 30, 2019. Motion by Joe Nagel to authorize interview committee to re-interview one of the candidates and make offer, if appropriate, within the parameters and guidelines of previous posting. Seconded by Bill Pinske. Motion carried.
8. **CHS Administrative Updates**
 - a. CHS Staff Performance Appraisals
In process, all 5 will be completed by December 31, 2019.
 - b. CHS Employee 2020 Benefit Enrollment
The enrollment is in process and allows employees to make changes until the December 1, 2019 deadline.

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- c. 2020 CHS Budget
2019 statement of receipts and disbursements along with a rough draft of 2020 Administration budget were distributed. Explanation of what is included in line items and justification was given. Discussion held on use of CHS office space, expenses associated with, and possibility of discontinuing renting of space to cut expenses.

9. Other Agenda Items

None.

10. Affirm 2019 Meeting Locations

Next meeting to be held on November 14, 2019 from 9-11 a.m. in the McLeod County Solid Waste Building in Hutchinson, MN.

11. Adjourn

Board Chair closed meeting at 1:55 p.m.

Attachments:

- September 20, 2019 Meeting Minutes
- September 2019 Paid Invoices



Ron Shimanski, MMS CHS Board Secretary

11-14-19

Date

2019 DATES

November 14th

December 12th

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