

MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Thursday, January 9, 2020

9 AM to 11 AM

McLeod County Solid Waste Large Room, Hutchinson

Board Members

Beth Oberg.....absent
Joe Nagel.....absent
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.....present
Rachel Fruhwirth...present
Kiza Olson.....present

Amanda Maresh.....absent
Rose Anderson.....present

Julie Erickson.....present
Klea Rettman.....present

Guests:

1. Meeting called to order by Chair Mike Housman at 9:05 a.m.

2. Welcome to Kiza Olson.

3. Introductions

4. Additions to the Agenda

Motion to approve the agenda, as written, made by Joe Tacheny and seconded by Ron Shimanski.
Motion carried.

5. Approval of November 14, 2019 meeting minutes

Motion to approve the November 14, 2019 meeting minutes, as written, made by Ron Shimanski and seconded by Bobbie Harder. Motion carried.

6. Election of Officers

Motion by Bill Pinske and seconded by Ron Shimanski for Mike Housman to remain as CHB Chair.
Motion carried.

Motion by Ron Shimanski and seconded by Bill Pinske for Bobbie Harder to remain CHB Vice Chairman. Motion carried.

Motion by Bobbie Harder and seconded by Bill Pinske for Ron Shamanski to remain as CHB Secretary. Motion carried.

Motion by Bobbie Harder and seconded by Bill Pinske for Diane Winter to remain as CHB Deputy Administrator. Motion carried.

7. Appoint Executive and Finance Committee Members

Motion by Ron Shimanski and seconded by Bill Pinske to continue with current executive and finance committee members: Mike Housman, Bobbie Harder and Ron Shimanski. Motion carried.

8. Appoint SCHSAC Representative and Alternate

Motion by Bill Pinske and seconded by Ron Shimanski to retain Bobbi Harder as SCHSAC representative and named Kiza Olson as alternate. Motion carried.

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

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

9. Appoint CHB Representative to the Healthy Community Leadership Team (HCLT)

Motion by Bobbi Harder and seconded by Bill Pinske to appoint Beth Oberg as CHB representative to the Healthy Community Leadership Team. Motion carried.

10. Appoint Legal Representative for MMS CHB

Motion by Ron Shimanski and seconded by Bobbie Harder to appoint Meeker County Attorney Brandi Schiefelbein as legal representative for MMS CHB. Motion carried.

11. Conflict of Interest Policy to be completed and signed

Conflict of Interest Policy forms were distributed, signed and returned for those present at meeting. Those not present will be mailed form to complete.

12. Consideration of resolution 2020-1, Designation of Security Bank & Trust Co. as MMS CHB official bank and designation of staff to conduct financial transactions

Motion by Ron Shimanski to adopt Resolution 2020-1, designating Security Bank & Trust Co., in Glencoe, as MMS CHB official bank and designation of staff to conduct financial transactions, seconded by Bobbi Harder. Roll call vote taken – all voted yes. Motion carried. Resolution adopted.

13. Fiscal Administration

a. Approval of Paid Invoices – November and December 2019

Discussion: There was a question concerning if a financial speaker, to present for a Well Being at work program, should be reimbursed by the SHIP grant. MDH has approved.

Motion by Ron Shimanski and seconded by Bill Pinske to approve Paid Invoices for November and December 2019. Motion carried.

b. Approval of Financial statements

Motion by Bill Pinske and seconded by Ron Shimanski to approve financial statements. Motion carried.

14. Administrative Items

a. Employment Agreement – section 6

Discussion centered on language. Kiza Olson stated that she wishes to maintain her current involvement with other business entities and activities. Board felt agreement would accommodate, provided there is clear language stating that other interests do not occur within work hours, and permission is granted, in writing, by board chair. Diane Winter will make additions and Mike Housman will then review and sign.

b. Office of the State Auditor Engagement Letter

Discussion: Board considered and requested Kiza Olson explore options for conducting an RFP for the 2020 audit.

Motion by Ron Shimanski and seconded by Bill Pinske to sign the State Auditor Engagement letter, confirming services for MMS CHB, for year ended December 31, 2019. Motion carried.

c. Doherty Notice of Termination

Doherty terminated services for the part-time casual Peer Breastfeeding consultants. Motion made by Ron Shimanski and seconded by Bill Pinske to have CHS administrator conduct research into contracting a local employment agency for payroll services. Motion carried.

d. Revisit Fiscal/Admin Support Purchase of Service

Board decided to continue with current agreement.

e. Suicide Prevention Grant Agreement with MDH 12.02.2019 through 06.30.2023 in the amount of \$80,000 (\$20,000 per year)

Motion by Ron Shimanski and seconded by Bill Pinske to acknowledge that the Suicide Prevention Grant Agreement with MDH - 12.02.2019 through 06.30.2023 in the amount of \$80,000 (\$20,000 per year) was received. Motion carried.

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15. SCHAC Updates

Bobbi Harder gave an overview of SCHAC and provided excellent handouts. Bobbi reported on discussions from meeting. An effort is in progress to improve operating procedures, structure and membership support. There will be a statewide full-scale exercise every five years - one to take place June 17, 2020, using anthrax response scenario. A Work group has been formed to focus on and raise awareness of adverse effects in children of incarcerated parents and help build resilience in these families. Next SCHAC meeting to be held on March 27, 2020, 10:30 a.m. at Wilder Foundation.

16. Other Agenda Items

Upcoming Board meeting dates to be discussed at February meeting.

17. Adjourn

Motion made to adjourn meeting at 10:23 a.m. by Bill Pinske and seconded by Bobbie Harder. Motion carried.

Attachments:

- November 14, 2019 Meeting minutes
- SCHSAC At a Glance
- Healthy Community Leadership Team
- Conflict of Interest Policy
- Resolution 2020-1 Bank Designation
- Paid Invoices November & December 2019
- Employment Agreement
- Office of the State Auditor Engagement Letter
- Doherty Notice of Termination
- Purchase of Service with Meeker County
- SCHAC Updates

2020 DATES

March 12th
April 9th
May 14th
June 11th
July 9th
August 13th
September 10th
October 8th
November 12th
December 10th

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

Ron Shimanski 2-13-20

Ron Shimanski, MMS CHS Board Secretary

Date