



Public Health

Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

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MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Thursday, March 12, 2020

9AM to 11AM

McLeod County Solid Waste Large Room, Hutchinson MN

Board Members

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

Staff Present

Diane Winter.....present	Amanda Maresh...present	Klea Rettman.....absent
Rachel Fruhwirth...present	Kiza Olson.....present	Rose Anderson.....present

Guests: None

1. Meeting called to order by Chair Mike Housman at 9:02 a.m.

2. Welcome and Introductions

3. Additions to the Agenda

Motion to approve the agenda with the addition of one item; CHS Director requesting direction on time management with increased work load due to COVID-19 pandemic, added to agenda item 7.a., made by Bill Pinske and seconded by Joe Tacheny. Motion carried.

4. Approval of February 13th, 2020 Meeting Minutes*

Motion by Joe Tacheny and seconded by Bill Pinske to approve the February 13, 2020 minutes as written. Motion carried.

5. Fiscal Administration

a. Approval of Expense Report*

Motion by Rich Pohlmeier and seconded by Bill Pinske to approve the expense report. Motion carried.

b. Approval of Financial Statements

Financial statements were not received. Will be presented for approval at April 9th, 2020 meeting.

c. Updates from the MMS CHB Finance Committee

No meeting was held since the last report, therefore, no updates.

6. Administrative Items

a. WIC Peer Mentor increases

After lengthy discussion, it was determined more information is necessary to determine wage increase. CHS director will conduct research and present her findings at the next board meeting. Motion was made to approve a 1.5% COLA increase for WIC Peer Mentors, effective with next pay period, by Rich Pohlmeier and seconded by Joe Tacheny. Motion carried.

b. Update on options for 2020 audit

CHS Director presented options she has been looking into. No final decision determined.

c. McLeod HHS update

The McLeod Health and Human Services director position is vacant and options for filling the position were discussed. Megan Mohs has expressed an interest filling in as contracted interim director, or however she could best serve, and has necessary qualifications. Until position is filled, all staff are doing an excellent job keeping the agency functioning.

d. Environmental Health Team annual report*

Reports on each of the three counties data were provided and reviewed.

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- e. Discuss CHS board meeting dates for 2020
Decision was made to publish an annual calendar, and determine at each board meeting when next to meet, based on need.

7. Other Agenda Items

- a. 2019 Novel Coronavirus Update
CHS director updated board on most recent available information on COVID-19. Director is meeting on a regular basis with Emergency Preparedness staff. Lengthy discussion held on responding to and managing work load surrounding COVID 19. Work hours spent are being tracked in anticipation of possible government reimbursement.
CHS Director requested direction/guidance on time management with her increased work load and hours due to COVID-19 pandemic. A motion was presented by Bill Pinske and seconded by Rich Pohlmeier to temporarily authorize the CHS director to exceed 30 hours weekly, as needed, to manage and respond to COVID-19. Motion carried.
- b. CHIP Update
County Health Improvement Plan information will be presented to board in May for yearly signing. CHS Director emphasized the importance of board's awareness of the tremendous role CHIP plays in Public Health, the work involved, and community collaboration to be understood, and have an opportunity to ask questions, before signing.
- c. June's FSE (full scale event) – Anthrax
The event was scheduled to provide experience and train staff for an emergency public health occurrence. However, event may be rescheduled depending on current situation with COVID-19 in June.

8. Adjourn

Motion by Bill Pinske and seconded by Joy Cohrs to adjourn meeting at 10:00 AM. Motion carried.

Attachments:

- February 13th, 2020 Meeting Minutes
- Expense Report
- Financial Statements
- Environmental Health Team Annual Report



Ron Shimanski, MMS CHS Board Secretary

4-14-20

Date

2020 Meeting Dates

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

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