



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes
Thursday, April 9, 2020
9AM to 11AM
Held via GoTo Meeting

Board Members

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

Staff Present

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

Guests: None

- 1. Meeting called to order by Chair Mike Housman at 9:00 a.m.**
- 2. Welcome and Introductions**
- 3. Explanation for Motions/Voting via GoTo Meeting**
- 4. Additions to the Agenda**
Motion to approve the agenda by Bill Pinske and seconded by Rich Pohlmeier. Roll call vote taken - all voted yes. Motion carried.
- 5. Approval of March 12th, 2020 Meeting Minutes***
Motion by Rich Pohlmeier and seconded by Bill Pinske to approve the March 12th, 2020 minutes as written. Roll call vote taken - all voted yes. Motion carried.
- 6. Fiscal Administration**
 - a. Approval of Expense Report*
Motion by Rich Pohlmeier and seconded by Bill Pinske to approve the expense report. Roll call vote taken - all voted yes. Motion carried.
 - b. Approval of Financial Statements*
Motion by Beth Oberg and seconded by Bobbie Harder to approve the financial statements for February and March 2020. Roll call vote taken - all voted yes. Motion carried.
 - c. Updates from the MMS CHB Finance Committee
No meeting was held since the last report, therefore, no updates.
- 7. Administrative Items**
 - a. WIC Peer Mentor increases
Kiza Olson, CHS administrator, presented information on the state median pay for breastfeeding peers. Board discussion followed.
Motion was made to increase the hourly wage for WIC Breastfeeding Peer Mentors to match the state average hourly pay and step increase for lead position of 2%, effective with next pay period, by Ron Shimanski and seconded by Bill Pinske. Roll call vote taken. The motion passed with Commissioners: Housman, Oberg, Shimanski, Pohlmeier, Pinske voting in favor and Commission Harder against.

Meeker-McLeod-Sibley Community Health Services

1805 Ford Avenue, Suite 200
Glencoe, Minnesota 55336

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

8. Other Agenda Items

a. Work Force Development Presentation* - Kerry Ward

Kerry Ward presented a detailed overview of the Meeker-McLeod-Sibley Community Health Services Workforce Development Plan 2019. The plan serves as a tool for planning of employee training and development of core competencies. It attempts to improve health outcomes in the community by enhancing the training, skills and performance of public health workers.

"Workforce Development plans are an essential component of Public Health Accreditation Board (PHAB) accreditation to help ensure that staff development is addressed, coordinated and appropriate for the health department's needs."

The MMS Performance Excellence Team will review the plan annually and document any changes made, in an attachment, until a new plan is written, reviewed and then approved by the CHB in 2023.

A motion was made by Bill Pinske and seconded by Ron Shimanski to approve the adoption of the MMS CHS Workforce Development Plan 2019. Roll call vote taken - all voted yes. Motion carried.

b. 2019 Novel Coronavirus Update

Kiza Olson, CHS administrator, gave an update of the current situation in the three counties reflecting a low number of cases, three in total. She expressed appreciation for the work being completed by emergency preparedness staff and assured the board that designated funding will be used with diligence.

9. Adjourn

Motion by Beth Oberg and seconded by Ron Shimanski to adjourn meeting at 10:00 AM. Motion carried.

Attachments:

- March 12th, 2020 Meeting Minutes
- Expense Report
- Financial Statements (February and March)
- MMS Community Health Services Workforce Development Plan 2019



Ron Shimanski, MMS CHS Board Secretary

6-15-20

Date

2020 Meeting Dates

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