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 Pohlmeyer........present  Joy Cohrs...........absent

Staff Present
Diane Winter.........present  Amanda Maresh....present  Kisa 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 Pohlmier. Roll call vote taken - all voted yes. Motion carried.

5. Approval of March 12th, 2020 Meeting Minutes*
   Motion by Rich Pohlmieier 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 Pohlmieier 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, Pohlmieier, Pinske voting in favor and Commission Harder against.
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 Pinski 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 Date 01-15-20

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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