



Public Health  
Prevent. Promote. Protect.

Meeker-McLeod-Sibley  
Community Health Services

## *Meeker-McLeod-Sibley Community Health Services*

1805 Ford Avenue, Suite 200  
Glencoe, Minnesota 55336

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

### **MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes Thursday, September 10, 2020 9AM to 11AM Held via Zoom Meeting**

#### **Board Members**

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

#### **Staff Present**

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

#### **1. Meeting called to order by Commissioner Bobbie Harder at 9:00 a.m.**

#### **2. Introduction of McLeod HHS Director Berit Spors.\***

#### **3. Additions to the Agenda\***

Motion to approve the agenda by Rich Pohlmeier and seconded by Ron Shimanski to approve the agenda with addition of item 6. e. WIC Peer Wage Scale. Motion carried by roll call vote with all board members in approval.

#### **4. Approval of August 13, 2020 Meeting Minutes\***

Motion by Beth Oberg and seconded by Ron Shimanski to approve the August 13, 2020 minutes as written. Motion carried by roll call vote with all board members in approval.

#### **5. Fiscal Administration\***

##### **a. Approval of Expense Report**

Motion to approve June, July, and August 2020 Expense Reports by Ron Shimanski and seconded by Beth Oberg. Roll call vote taken with all board members in approval. Motion carried.

##### **b. Approval of Financial Statements\***

Motion by Beth Oberg and seconded by Joy Cohrs it was agreed by roll call vote with all board members voting yes, to approve the financial statements for August 2020. Motion carried.

#### **6. Administrative Items**

##### **a. Influenza Vaccine Project 2020\***

Kiza Olson provided a summary of the Grant Request for Proposal for Influenza Vaccine Projects 2020 stating a work group, with Julie Kloeckl heading, has been formed to write grant. One advantage cited; it presents a mobile opportunity to vaccinate for influenza. Grant presented to bring awareness and information to board, therefore, no vote necessary.

##### **b. Credit Card Policy\***

CHS Administrator requested increasing the (only) CHS credit card limit from \$1500 to \$3,000. Motion to raise the CHS credit card limit to \$3,000 by Beth Oberg and seconded

## *Meeker-McLeod-Sibley Community Health Services*

1805 Ford Avenue, Suite 200  
Glencoe, Minnesota 55336

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

by Ron Shimanski. Roll call vote taken with all board members voting yes. Motion carried.

c. Credit Card Agreement\*

Discussion held on need to update and clarify language of credit card policy. With multiple users, there is a need to have a clearly stated and understandable user policy. CHS Administrator will take board considerations and revise policy with intent to present at next meeting for board approval.

d. WIC Peer opening

CHS Administrator will begin hiring process for open position.

Motion to hire one additional part-time (approximately 6 hrs. a week) WIC Peer Breastfeeding Counselor made by Ron Shimanski and seconded by Rich Pohlmeier. Roll call vote taken with all board members voting in favor. Motion carried.

e. WIC Peer Wage Scale\*

CHS director explained her methodology to formulate wage schedule.

Motion to approve the WIC Peer Wage Scale made by Ron Shimanski and seconded by Beth Oberg. Roll call vote taken with all board members voting in favor. Motion carried.

### 7. Other Agenda Items

a. County Updates (Meeker, McLeod, Sibley)

**McLeod** update presented by Amanda Maresh: Currently at 400 cases per MEDSS, 1 death.

Very successful mass testing event on 8/20. Huge thanks to Meeker, Sibley and CHS staff and our 2 commissioners who helped with this event. Results from the testing event are as follows: 723 negative results, 61 positive results, 3 "likely positive" and 4 "test not performed." These results indicate a 7.7% positivity rate (positive tests per 100 tests performed) for those who participated in the event.

<https://www.co.mcleod.mn.us/COVID%2019/COVID-19%20News%20Release%20-%20HHS%20Testing%20Event.pdf>

We've taken on the majority of the CICT for our County. We have 5 people who are helping with this. MDH still taking care of the calls on weekends/holidays. We've done this many calls so far: 24, since 8/24. Currently determining which model we'd like to continue moving forward...stick with what we're doing vs. regional model. We continue to reach out to businesses when clusters are identified. A joint meeting is held with LPH, the business and MDH. Continue to meet Essential Service requests...mostly food and cleaning supplies.

Continue working with community partners, schools, LTCs, etc. Many of our schools are in a hybrid model due to our recent high numbers. We are hoping that number goes down in the upcoming weeks, but time will tell.

Social Services has taken on additional work to allow Public Health to focus more on covid-19.

**Meeker** update by Diane Winter: 134 positives and 2 deaths. Numbers steady, until an uptick within last two weeks. Continue to provide essential services. Temporary part-time casual case investigator contact tracer hired 2.5 weeks ago. Training complete with exception of access to MEDSS system (that training provided by MDH and employee on vacation). Once MEDSS training complete, will then be able to reach people. Decision needs to be made to do work on behalf of Meeker, or as a CHS and contributing to the regional model, by end of week. Continue to reach out to all positive cases to meet their needs and assure they understand the perimeters of situation, and who to contact with issues. Hoping with contact tracing to reduce time and duplication when contact tracer



## ***Meeker-McLeod-Sibley Community Health Services***

1805 Ford Avenue, Suite 200  
Glencoe, Minnesota 55336

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

begins work and also gain insight to building a model for regional level. All long-term care/assisted living facilities are testing per guidelines and utilizing the 14 day positivity rate, anticipate an increase in numbers. Business employers have not had positive clusters, however, we will be ready to consult should need arise. Three of four county schools cross county lines, all with a higher COVID case rate, ACGC is in a hybrid learning model for high school, elementary is in person; all other districts are in person. Communicating with school administration and meeting with school nurses on monthly basis. MDH has been extremely helpful and has included PH in weekly briefing and recently added school nurses, which facilitates everyone being on same page. Great resource for supplying PPE's, especially community partners unable to access through normal supply chains. County EOC continues to meet on every other week basis with no recent updates. CARES Act funding allowing for changes in the WIC and immunization area creating a better delivery system with additional rooms, private meeting spaces, and more refrigerator/freezer space for vaccine. Community leaders have been identified to assist with communication within the Hispanic population. Praised McLeod county for COVID testing day, very professional, organized and was refreshing to do hands on work.

Commissioner Bobbie Harder questioned if communication coming from MDH to Public Health agencies has improved since the beginning of COVID? Diane Winter reports she feels the situation has improved with better communication on the part of both MDH and Public Health. Amanda Maresh concurs and adds, unfortunately, there are so many silos within MDH it complicates communication; therefore, continues to be a work in progress.

**Sibley** update by Klea Rettman: Oak Terrace notified Public Health two weeks ago needing testing two times each week, situation has improved and there is an employee who will keep posted if needs should arise. Reports 156 positive cases. Sibley East School numbers have increased, so switched to some hybrid vs all in person schooling.

b. CHS Update\*

Kiza Olson, CHS Administrator, shares:

- CHS is running smoothly.
- Still identifying how CHS staff member will work on investigation and contact tracing.
- There are budgets ending September 30<sup>th</sup>: Title 5, PHEP and CRI and WIC Peer Breastfeeding with SHIP beginning in November.
- Auditors have extended the September 30<sup>th</sup> deadline to have completed audit ready on October 30, 2020 and will then report to board. Updates are positive.
- Conversations with benefit group have begun for CHS staff for open enrollment.

c. Other

CHS Administrator questioned how to proceed with hiring process for WIC Peer Breastfeeding position. McLeod offered their HR and County Website, which worked well with last hiring. The board agreed to use same process.

Question raised, discussion held and decision made to hold October 8, 2020 board meeting both via Zoom and in-person at the HHW building meeting room.

## ***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. Adjourn**

Board Vice Chair, Bobbie Harder called meeting adjourned at 9:53 a.m. following motion by Ron Shimanski and seconded by Rich Pohlmeier to adjourn meeting. Board voting in unanimous agreement. Motion carried.

#### **Attachments:**

- August 13th, 2020 Meeting Minutes
- Expense Report
- Financial Statement
- Influenza Vaccine Project 2020
- Credit Card Policy
- Credit Card Agreement
- WIC Peer Job Description
- WIC Peer Wage Scale

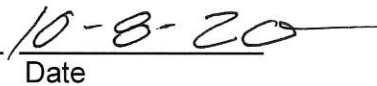
#### 2020 Meeting Dates

October 8<sup>th</sup>  
November 12<sup>th</sup>  
December 10<sup>th</sup>

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



Ron Shimanski, MMS CHS Board Secretary



Date