



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD
Zoom Meeting – Web Access

December 10th, 2020
9 AM to 11 AM
Agenda

1. Meeting called to order
2. Additions to the Agenda
3. Approval of November 12th, 2020 meeting minutes*
4. Fiscal Administration
 - a. Approval of Expense Report*
 - b. Approval of Financial Statements*
5. Other Agenda Items
 - a. County Updates (McLeod, Meeker, Sibley)
 - b. CHS update

Adjourn

Attachments:

- November 12th, 2020 Meeting Minutes
- Expense Report
- Financial Statements

2021 Meeting Dates

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



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD Meeting Minutes

Thursday, November 12, 2020

9AM to 11AM

Held via Zoom

Board Members

Beth Oberg.....absent
Joe Tacheny.....absent
Mike Housman.....present

Ron Shimanski.....present
Joe Nagel.....absent
Rich Pohlmeier.....present

Bill Pinske.....present
Bobbie Harder.....present
Joy Cohrs.....absent

Staff Present

Kiza Olson.....present
Diane Winter.....present
Rose Anderson.....absent

Berit Spors.....present
Amanda Maresh.....absent
Rachel Fruhwirth.....present

Teri Friauf.....present
Klea Rettman.....present

1. Meeting called to order by Board Chair Mike Housman at 9:03 a.m.

2. Additions to the Agenda*

Approve agenda add for audit review

Motion by Bill Pinske and seconded by Rich Pohlmeier. Motion carried.

3. Approval of October 8th 2020 meeting minutes*

Motion by Bill Pinske and seconded by Bobbie Harder. Motion carried.

4. Fiscal Administration

a. Audit Review

Stephanie Erickson, from State Auditors, reported on the findings.

b. Approval of Expense Report*

Motion by Bill Pinske and seconded by Rich Pohlmeier. Motion carried.

c. Approval of Financial statements*

Motion by Bobbie Harder and seconded by Bill Pinske. Motion carried.

d. Approval of CHS 2021 Budget

Motion by Rich Pohlmeier and seconded by Bobbie Harder. Motion carried.

e. Approval of CHS Employee 2021 Benefit Enrollment*

Motion by Bill Pinske and seconded by Bobbie Harder. Motion carried.

Finance committee recommended to stay where we were, covering 100% of employee and 50% of family premiums.

f. Approval of COLA and Increases for CHS 2021

Clarification that all CHS employees will receive 1.5% COLA and up to 5% increase on anniversary of employee if within the pay scale up to max.

Motion by Bill Pinske and seconded by Rich Pohlmeier. Motion carried.

5. Administrative Items

a. CHS In-Person Meeting Policy

Guidance for community health workers to allow them to do face to face visits when appropriate. There has been a decrease in response from the clients since telephone or virtual meeting started. Guidance is similar to Meeker's community health worker.





Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

114 N Holcombe

Litchfield, Minnesota 55355

Direct Line (320)-693-5370

This policy is not intended for every single meeting but for special circumstances and employees know what they can and can't do. Crucial for face to face to extend to the community health workers as well. Vote not needed due to temporary guidance.

b. 2021 Meeting Dates

Motion by Bobbie Harder and seconded by Rich Pohlmeier to set up monthly meetings and cancel if not needed due to new board members beginning in 2021. Motion carried.

c. Review MMS CHS for 2021

Discussion of things to think about for 2021. There will be 4 chair positions being replaced. Bobbie Harder (as vice chair) beginning Jan 2021 meeting. One of the first tasks will be to elect officers for 2021 and make appointments. Decision will need to be made on who the deputy will be for Kiza to serve on her behalf if she is unavailable. Kiza and Diane will check the previous January agenda to determine what policies will need updating. Bobbie Harder mentioned that a newspaper will also need to be designated for publications.

6. Other Agenda Items

a. County Updates (McLeod, Meeker, Sibley)

McLeod update...Berit Spors: As of 11/12 there were 1,082 positive cases and 5 deaths, the last death wasn't even on the radar the individual tested positive and passed away a couple days later. Ten individuals are hospitalized with 6 in ICU. The Governor is anticipated to announce barrier free testing sites today, one of which will be at the Armory in Hutchinson. CICT count for the South Central region was at 1,171 as of this morning – Meeker 129, McLeod 269, and Sibley 69

Berit reported that social media messages are being sent out informing the public how to respond if you test positive; what actions you need to take, because we are not able to contact people as quickly as we would like.

Meeker update...Diane Winter: As of 11/11 there were 576 total positive cases and 4 deaths, will be closer to 600 after today. Rapidly increased in the recent weeks. Locally there is one person working on CICT on behalf of Meeker County and recently became part of the regional team. Some communities experience dramatic increases from people working outside of county, social gatherings, some school age, but mostly adults. Working with Hospitals to try to get the message out so people understand what to do in case they haven't been contacted. No break out with employers at this time.

Sibley update...Klea Rettman: Did a presentation to the Board of Commissions on Tues, November 10, 2020. As of today 394 positive cases. The predictive model for schools is around 30 next week, up to 85 the following week, and around 64 the week after that. School is changing learning models. As a county, we are encouraging work from home in hopes of not taking out large groups of people at one time.

Sibley update...Rachel Fruhwirth: Added South Central Collation calls hospital staffing and crisis levels, ensuring that people can get medical care. Nursing home does have COVID through an employee. A letter from Commissioner of Health





Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Services

114 N Holcombe

Litchfield, Minnesota 55355

Direct Line (320)-693-5370

forthcoming asking for help in protecting the Long Term Care facilities and Nursing Homes. Flu vaccine push in the month of December. Public Health offices across the state are working on COVID vaccinating plans. On a call Friday, they mentioned a limited supply of Regeneron's REGN-COV2 (COVID cocktail) encouraging local hospital to get signed up to be able to provide that medication in limited supply.

Bobbie Harder asked about the two departments in Sibley County that are closed due to someone testing positive. Bobbie mentioned that there is nothing on the website to notify people that they are closed. Klea mentioned it was on Social Media but not sure how they decided to communicate it. Bobbie asked if it is truly COVID or is there a possibility of the flu? Diane replied that the people that are showing up have been tested and confirmed positive for COVID. The South Central Collation is not reporting an uptick in flu in our region at this time.

b. CHS update

No discussion.

7. Adjourn – Bobbie at 10:07 am

Motion by Bill Pinske and seconded by Ron Shimanski to adjourn meeting. Motion carried. Board Vice-Chair Bobbie Harder called meeting adjourned at 10:07 a.m.

Attachments:

- October 8th, 2020 Meeting Minutes
- Expense Report
- Financial Statements
- CHS 2021 Budget
- Benefit Plans
- CHS In-Person Meeting Policy
- Meeting Dates

2020 Meeting Dates

December 10th

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

Ron Shimanski, MMS CHS Board Secretary

Date



MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355
 INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
 November 25, 2020

	Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip-Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
25-Nov	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 204.75	25203251	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
25-Nov	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 226.03	25203252	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355
 INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
 November 25, 2020

25-Nov	Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip-Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
	Meeker Memorial Hospital	612 S Sibley Ave	Litchfield	MIN	55355	\$ 265.00	Nov-20	FPSP	STD Testing	206	6260	STD Testing

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
114 N Holcombe Ave, Suite 250, Litchfield MN 55355
INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
November 19, 2020

Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
Peoplesready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 146.25	26187319	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

19 Nov

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355
 INVOICE PAYMENTS Acct #000951730

Date Uploaded to CDS:
 November 12, 2020

	Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip-Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
12-Nov	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 291.00	26172125	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
12-Nov	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 149.13	26172126	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
114 N Holcombe Ave, Suite 250, Litchfield MN 55355
INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
November 10, 2020

	Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
10-Nov	Conway, Deuth & Schmilges, PLLP	820 Sibley Ave N	Litchfield	MN	55355	\$ 1,965.45	282118	Local Public Health Grant	Professional Services	100	6265	Professional Services
10-Nov	Coborn's Pharmacy	2211 11th St E	Glencoe	MN	55336	\$ 23.42	Nov-20	FPSP	Prescriptions	206	6439	FP Prescription
10-Nov	Queen's Inn	200 Hwy 7 East	Hutchinson	MN	55350	\$ 750.00	MTBD22BC5	Covid-19	Meals/Lodging/Parking & Misc.	303	6336	Hotel
10-Nov	King Motel	1255 Hwy 7 W	Hutchinson	MN	55350	\$ 750.00	MTBD3D4D6	Covid-19	Meals/Lodging/Parking & Misc.	303	6336	Hotel
10-Nov	Ramsey Printing & Design Inc	826 N Sibley Ave	Litchfield	MN	55355	\$ 39.89	65592	Local Public Health Grant	Office Supplies	100	6402	Signature Stamp

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
114 N Holcombe Ave, Suite 250, Litchfield MN 55355
INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
November 5, 2020

Vendor Name	Vendor Address	Vendor City	Vendor State	Vendor Zip Code	Payment Amount	Invoice #	Account Class	Account	Grant/Program Number	Object Number	Reason for Payment
Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 317.73	26153746	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

5-NOV

**MEEKER - MCLEOD - SIBLEY COMMUNITY HEALTH SERVICES
2020 STATEMENT OF RECEIPTS AND DISBURSEMENTS**

Grant Programs	Balance Forward as of 12/31/2019	2020 Receipts		Total Revenue	2020 Disbursements					Balance on Hand as of 11/30/2020	
		Grant Dollars	Other Dollars		Vendors	Employees	Meeker County	McLeod County	Sibley County		Total Expenses
100 Local Public Health Grant	262,693.00	312,967.00	874.00	313,841.00	120,689.71	68,471.00	25,568.00	39,668.00	16,409.00	270,795.71	305,738.29
103 Healthy Communities Act	9,754.67	1,500.00	4,500.00	6,000.00	2,870.00	0.00	0.00	0.00	0.00	2,870.00	12,884.67
104 CRABC	1,045.86	1,545.00	0.00	1,545.00	664.49	0.00	0.00	0.00	0.00	664.49	1,926.37
105 SAVE	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
106 Juniper	3,295.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,295.00
203 Early Hearing Detection	600.00	3,225.00	0.00	3,225.00	0.00	0.00	825.00	1,275.00	600.00	2,700.00	1,125.00
205 Follow Along	0.00	6,072.00	0.00	6,072.00	0.00	0.00	2,024.00	2,024.00	2,024.00	6,072.00	0.00
206 FPSP	(2,197.83)	33,077.74	0.00	33,077.74	12,148.31	0.00	4,903.62	6,901.32	8,077.87	32,031.12	(1,151.21)
209 MCH	0.08	81,891.00	0.00	81,891.00	0.00	0.00	25,648.00	39,783.00	16,460.00	81,891.00	0.08
212 Project Harmony Grant	(18,729.36)	172,573.61	3,945.64	176,519.25	25,495.35	32,678.96	49,629.27	28,307.43	4,747.34	140,856.35	16,931.54
224 TANF	0.03	91,792.59	0.00	91,792.59	0.00	0.00	29,757.12	46,155.88	15,878.59	91,792.59	0.03
225 WIC-Admin	3,847.94	443,970.00	0.00	443,970.00	29,519.48	93,692.93	118,278.27	140,351.92	57,693.81	439,536.41	8,281.53
226 WIC-Breastfeeding Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
227 WIC Client Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230 SHIP	(8,039.00)	209,405.19	0.00	209,405.19	33,098.54	53,734.08	79,637.99	0.00	22,436.65	186,907.26	12,458.93
234 WIC Peer Grant	(6,550.54)	20,043.00	7,682.00	27,725.00	16,092.69	8,980.26	1,059.00	0.00	0.00	26,131.95	(4,957.49)
237 Suicide Prevention Grant	0.00	6,769.34	0.00	6,769.34	3,436.82	0.00	0.00	3,769.34	0.00	7,206.16	(436.82)
300 Disease Prev. & Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
303 Health Disparities	1,518.00	156,322.00	24.83	156,346.83	6,472.45	9,962.11	31,320.00	48,580.00	20,100.00	116,434.56	41,430.27
401 Healthy Homes	0.00	36,258.62	0.00	36,258.62	0.00	0.00	13,300.27	13,396.38	9,562.00	36,258.65	(0.03)
501 MRC	267.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	267.94
502 Emergency Preparedness	(8,931.26)	55,628.61	0.00	55,628.61	22,201.02	45,565.35	0.00	0.00	0.00	67,766.37	(21,069.02)
505 EP - CRI	(13,654.34)	0.00	0.00	0.00	965.62	14,141.49	0.00	0.00	0.00	15,107.11	(28,761.45)
601 Child & Teen Checkups (C&TC)	(4,759.67)	213,579.93	0.00	213,579.93	0.00	0.00	69,934.75	71,733.65	35,246.59	176,914.99	31,905.27
Total	220,210.52	1,846,820.63	17,026.47	1,863,647.10	273,654.48	327,226.18	451,885.29	441,935.92	209,236.85	1,703,938.72	379,918.90

WIC - Women Infants Children Grant
FPSP - Family Planning Special Project
SHIP - Statewide Health Improvement Program
PHIER - Public Health Emergency Response

**MEEKER - MCLEOD - SIBLEY COMMUNITY HEALTH SERVICES
NOVEMBER 2020 STATEMENT OF RECEIPTS AND DISBURSEMENTS**

Grant Programs	Balance on Hand as of 10/31/2020	October 2020 Receipts			October 2020 Disbursements					Total Expenses	Balance on Hand as of 11/30/2020
		Grant Dollars	Other Dollars	Total Revenue	Vendors	Employees	Meeker County	McLeod County	Sibley County		
100 Local Public Health Grant	316,797.71	1,044.00	0.00	1,044.00	7,033.42	5,070.00	0.00	0.00	0.00	12,103.42	305,738.29
103 Healthy Communities Act	12,884.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,884.67
104 CRABC	1,926.37	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,926.37
105 SAVE	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
106 Juniper	3,295.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,295.00
203 Early Hearing Detection	0.00	1,125.00	0.00	1,125.00	0.00	0.00	0.00	0.00	0.00	0.00	1,125.00
205 Follow Along	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
206 FPSP	(1,127.79)	0.00	0.00	0.00	23.42	0.00	0.00	0.00	0.00	23.42	(1,151.21)
209 MCH	0.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.08
212 Project Harmony Grant	(18,467.35)	38,548.79	146.71	38,695.50	1,594.89	1,701.72	0.00	0.00	0.00	3,296.61	16,931.54
224 TANF	0.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.03
225 WIC-Admin	18,615.56	0.00	0.00	0.00	2,346.23	7,987.80	0.00	0.00	0.00	10,334.03	8,281.53
226 WIC-Breastfeeding Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
227 WIC-Client Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230 SHIP	316.98	18,185.72	0.00	18,185.72	1,339.77	4,704.00	0.00	0.00	0.00	6,043.77	12,458.93
234 WIC Peer Grant	(7,747.26)	5,818.00	0.00	5,818.00	1,967.31	1,060.92	0.00	0.00	0.00	3,028.23	(4,957.49)
237 Suicide Prevention Grant	(436.82)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(436.82)
300 Disease Prev. & Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
303 Health Disparities	38,124.27	11,200.00	0.00	11,200.00	4,620.12	3,273.88	0.00	0.00	0.00	7,894.00	41,430.27
401 Healthy Homes	(0.03)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(0.03)
501 MRC	267.94	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	267.94
502 Emergency Preparedness	(15,415.51)	0.00	0.00	0.00	1,704.31	3,949.20	0.00	0.00	0.00	5,653.51	(21,069.02)
505 EP - CRI	(27,353.65)	0.00	0.00	0.00	91.40	1,316.40	0.00	0.00	0.00	1,407.80	(28,761.45)
601 Child & Teen Checkups (C&TC)	31,905.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	31,905.27
Total	353,635.47	75,921.51	146.71	76,068.22	20,720.87	29,063.92	-	-	-	49,784.79	379,918.90

WIC - Women Infants Children Grant
FPSP - Family Planning Special Project
SHIP - Statewide Health Improvement Program
PHER - Public Health Emergency Response