



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

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

January 14th, 2021

9 AM to 11 AM

Agenda

1. Meeting called to order
2. Welcome and Introductions
3. Additions to the Agenda
4. Approval of December 10th, 2020 meeting minutes*
5. Fiscal Administration
 - a. Approval of Expense Report*
 - b. Approval of Financial Statements*
6. Other Agenda Items
 - a. County Updates (McLeod, Meeker, Sibley)
 - b. CHS update – preview of February 11th meeting

Adjourn

Attachments:

- December 10th, 2020 Meeting Minutes
- Expense Report
- Financial Statements

2021 Meeting Dates

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



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Meeker-McLeod-Sibley Community Health Services

114 N Holcombe
Litchfield, Minnesota 55355

Direct Line (320)-693-5370

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

Board Members

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

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

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

Staff Present

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

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

Klea Rettman.....present

1. Meeting called to order by Board Chair Mike Housman at 9:00 a.m.

2. Additions to the Agenda*

Setting schedule for all employees and performance evaluations.

Motion by Bill Pinske and seconded by Rich Pohlmeier to approve the agenda with addition.
Motion carried.

3. Approval of November 12, 2020 meeting minutes*

Motion by Rich Pohlmeier and seconded by Bill Pinske to approve the November 12, 2020 meeting minutes. Motion carried.

4. Fiscal Administration

a. Motion by Beth Oberg and seconded by Bill Pinske to approve the Expense Report*. Motion carried.

b. Question regarding YTD for grants. Motion by Rich Pohlmeier and seconded by Bill Pinske to approve the Financial Report*. Motion carried.

c. Setting schedule for all employees and performance evaluations.

The COLA increase does apply to the CHS administrator as well. Board chair recommends an evaluation plan/performance measurement to be delivered to the administrator on behalf of the board. The CHS administrator recommended pausing the performance measure until the new commissioners are established and see it as a priority.

5. Other agenda items

a. County Updates

McLeod – Case update—as of yesterday afternoon McLeod had:

2,662 (includes 22 probable) (this is 2 more people than what was on the MDH daily report) positive cases in McLeod – 28 deaths, 348 currently in isolation, 67 in hospital.

Launched a COVID-19 dashboard, it's being updated weekly right now. Averaging about 300 views per day.





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Schools—most schools are in full distance learning models, some private schools doing in person. HLWW I believe is in hybrid learning for elementary. Our case rate last week was 265.18. Anticipating our # today to be around: 211.03.

Congregate care settings—we do have a # of facilities on the MDH website that have reported an exposure from a case of COVID-19 in a resident, staff person, or visiting provider.

New testing location at the Hutchinson Armory. Started Nov 30th and goes until the end of January. Going well!

Lots of vaccine planning

Meeker – No updates today

Sibley – Active in influenza vaccinating. First free clinic was yesterday. Two more to follow next week. COVID vaccine distribution planning is occurring. COVID plans are being creating. 6% of Sibley County residents have tested positive for COVID. 904 positive cases TD, 84 in isolation, 397 lost to follow up.

b. CHS Update

Teams across the counties are working well – staying flexible and willing to change their work on a temporary basis in efforts of hitting our mark with COVID. MDH has stressed to LPH that our number one priority is COVID vaccination – we are adjusting to meet this expectation. We have a number of ideas that can be implemented should the need arise. Vaccination rollout is expected within the month.

6. Adjourn

Motion by Bill Pinske and seconded by Ron Shimanski to adjourn. Motion carried

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2021 Meeting Dates

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October 14th
November TBD
December 9th

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

Ron Shimanski, MMS CHS Board Secretary

Date



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

Grant Programs	Balance Forward as of 12/31/2019	2020 Receipts			2020 Disbursements					Total Expenses	Balance on Hand as of 12/31/2020
		Grant Dollars	Other Dollars	Total Revenue	Vendors	Employees	Meeker County	McLeod County	Sibley County		
100 Local Public Health Grant	262,693.00	312,967.00	4,014.00	316,981.00	134,660.11	75,257.00	25,568.00	39,658.00	16,409.00	291,552.11	288,121.89
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	714.49	0.00	0.00	0.00	0.00	714.49	1,876.37
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	1,500.00	1,500.00	825.00	3,825.00	0.00
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	(2,197.93)	33,077.74	0.00	33,077.74	12,678.31	0.00	4,903.62	6,901.32	8,077.87	32,561.12	(1,681.21)
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	4,027.73	176,601.34	27,404.01	35,637.41	67,587.50	33,636.41	5,535.07	169,800.40	(11,928.42)
224 TANF	0.03	91,792.59	0.00	91,792.59	0.00	0.00	29,757.12	46,155.88	15,879.59	91,792.59	0.03
225 WIC-Admin	3,847.94	514,537.10	0.00	514,537.10	32,537.24	105,868.29	127,729.27	151,806.92	62,514.81	480,456.53	37,928.51
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)	227,636.32	0.00	227,636.32	34,773.94	60,790.08	94,754.96	0.00	25,405.73	215,724.71	3,872.61
234 WIC Peer Grant	(6,550.54)	20,043.00	7,682.00	27,725.00	19,772.19	10,327.46	1,282.00	0.00	0.00	31,381.65	(10,207.19)
237 Suicide Prevention Grant	0.00	7,354.82	0.00	7,354.82	4,822.30	0.00	0.00	3,769.34	0.00	8,591.64	(1,236.82)
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	200,279.50	24.83	200,304.33	6,920.45	14,792.06	35,945.00	57,722.50	20,100.00	135,480.01	66,342.32
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)	80,197.03	0.00	80,197.03	24,317.56	51,686.61	0.00	0.00	0.00	76,004.17	(4,738.40)
505 EP - CRI	(13,654.34)	0.00	0.00	0.00	1,093.66	15,918.63	0.00	0.00	0.00	17,012.29	(30,666.63)
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	2,004,530.26	20,248.56	2,024,778.82	302,564.26	370,277.54	499,934.49	468,087.40	218,039.66	1,858,903.35	386,085.99

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

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

Grant Programs	Balance on Hand as of 11/30/2020	October 2020 Receipts			October 2020 Disbursements					Total Expenses	Balance on Hand as of 12/31/2020
		Grant Dollars	Other Dollars	Total Revenue	Vendors	Employees	Meeker County	McLeod County	Sibley County		
100 Local Public Health Grant	305,738.29	0.00	3,140.00	3,140.00	13,970.40	6,786.00	0.00	0.00	0.00	20,756.40	288,121.89
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	50.00	0.00	0.00	0.00	0.00	50.00	1,876.37
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	1,125.00	0.00	0.00	0.00	0.00	0.00	675.00	225.00	225.00	1,125.00	0.00
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	(1,151.21)	0.00	0.00	0.00	530.00	0.00	0.00	0.00	0.00	530.00	(1,681.21)
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	16,931.54	0.00	82.09	82.09	1,908.66	2,958.45	17,958.23	5,328.98	787.73	28,942.05	(11,928.42)
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	8,281.53	70,567.10	0.00	70,567.10	3,017.76	12,175.36	9,451.00	11,455.00	4,821.00	40,920.12	37,928.51
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	12,458.93	18,231.13	0.00	18,231.13	1,675.40	7,056.00	15,116.97	0.00	2,969.08	26,817.45	3,872.61
234 WIC Peer Grant	(4,957.49)	0.00	0.00	0.00	3,679.50	1,347.20	223.00	0.00	0.00	5,249.70	(10,207.19)
237 Suicide Prevention Grant	(436.82)	585.48	0.00	585.48	1,385.48	0.00	0.00	0.00	0.00	1,385.48	(1,236.82)
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	41,430.27	43,957.50	0.00	43,957.50	448.00	4,829.95	4,625.00	9,142.50	0.00	19,045.45	66,342.32
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	(21,069.02)	24,568.42	0.00	24,568.42	2,116.54	6,121.26	0.00	0.00	0.00	8,237.80	(4,738.40)
505 EP - CRI	(28,761.45)	0.00	0.00	0.00	128.04	1,777.14	0.00	0.00	0.00	1,905.18	(30,666.63)
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	379,918.90	157,909.63	3,222.09	161,131.72	28,909.78	43,051.36	48,049.20	26,151.48	8,802.81	154,964.63	386,085.99

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

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

Date Uploaded to CDS:
December 30, 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
30-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 169.65	26275256	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
30-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 90.40	26275257	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
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 INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:
 December 22, 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
22 Dec	Conway, Deuth & Schmielesing, PLLP	820 Sibley Ave N	Litchfield	MN	55355	\$ 1,633.10	282722	Local Public Health Grant	Professional Services	100	6265	Professional Services
22 Dec	Meeker Memorial Hospital	612 S Sibley Ave	Litchfield	MN	55355	\$ 265.00	Dec-20	FPSP	STD Testing	206	6260	FP STD Testing
22 Dec	Reliance Standard Life Ins	PO Box 82510	Lincoln	NE	68501-2510	\$ (2,337.12)						Dental, Life & Disability

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Date Uploaded to CDS:
December 22, 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	\$ 251.55	26261050	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 80.37	26261051	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

22-Dec

22-Dec

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

Date Uploaded to CDS:
December 17, 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	\$ 292.50	26245260	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 135.60	26245261	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

17-Dec

17-Dec

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

Date Uploaded to CDs:
December 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
Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 364.53	26230761	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 130.59	26230762	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES
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Date Uploaded to CDS:
December 9, 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
9-Dec	A&T Diehn Enterprises, LLC	21092 451st Ave	Arlington	MN	55307	\$ 800.00	Nov-20	Suicide Prevention Grant	Professional Services	237	6265	QPR Class
9-Dec	Minnesota Counties Computer Cooperative	100 Empire Dr, Suite 200	Litchfield	MN	55355	\$ 10,886.20	2101143	Local Public Health Grant	PH-Doc Software	100	6264	PH-Doc Software Support
9-Dec	Reliance Standard Life Ins	PO Box 82510	Lincoln	NE	68501-2510	\$ (3,124.48)	9-08507-0001					Dental, Life & Disability
9-Dec	Vivid Image, Inc	897 Hwy 15 S	Hutchinson	MN	55350	\$ 223.64	16573	WIC Peer Grant	Other Charges & Services	234	6350	WIC Peer Grant tablecloth

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

Date Uploaded to CDS:
December 1, 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
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 222.30	26030085	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 82.13	26032018	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 183.35	26048673	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 286.65	26062939	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 212.43	26216955	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll
1-Dec	Peopleready Inc	1002 Solutions Center	Chicago	IL	60677-1000	\$ 210.95	26216956	WIC Peer Grant	Professional Services	234	6265	WIC Peer Payroll