



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

Meeting Location: Zoom

January 13th, 2022

9 AM to 11 AM

Minutes

Attendance: Commissioner Harder, Commissioner Schmalz, Berit Spors, Brittany Becker, Kerry Ward, Jayme Krauth, Commissioner Oberg, Commissioner Bredeson, Julie Schrum, Diane Winter, Kiza Olson, Tera Pryzbilla, Klea Rhettmann, Rachel Fruhwirth, Commissioner Cohrs

1. Meeting called to order – 9am.
2. Approval of the Agenda – Kiza requested to rearrange the schedule of the agenda to prioritize staff. Commissioner Cohrs motioned, Commissioner Schmalz second. No discussion. Motion carries.
3. Approval of November 10th, 2021 meeting minutes - Motion to approve by Commissioner Oberg. Second Commissioner Schmalz. No discussion. Motion carries.
4. Fiscal Management
 - a. Approval of Expense Report – Invoice payments
 - i. November Motion to approve Commissioner Schmalz. Second Commissioner Cohrs. No discussion. Motion carries.
 - ii. December Motion to approve Commissioner Schmalz. Second Commissioner Cohrs. No discussion. Motion carries.
 - b. Approval of Financial Statements – Fiscal Report
 - i. November Motion to approve Commissioner Cohrs. Second Commissioner Schmalz. No discussion. Motion carries.
 - ii. December Motion to approve Commissioner Schmalz. Second Commissioner Bredeson. No discussion. Motion carries.
 - c. Review Grant Summary Report
 - i. November & December

The board reviewed both the financial statements and the grant summary reports and have asked that Tera provide both documents for the board to approve.

5. Administrative Items
 - i. Community Health Improvement Plan (CHIP) – Presented by Jayme
Jayme provided the board with a presentation of the CHIP.
 - ii. Strategic Plan – Presented by Kerry and Mary
Kerry and Mary provided the board with a presentation of the Strategic Plan.
 - iii. Conflict of Interest
 - iv. CHB 2022 Roster
 - v. CHS Teams Schedule
- b. Finance Committee Update – Moved Item

i. COVID 3 Funding

Administrator requested to take \$70,000 off the top to pay for staffing and updates to the CHS website. The remaining dollars will go to the counties by using the population formula. McLeod would get 279,509, Meeker 176,832, Sibley 114,085.

ii. Workforce Development (WFD) Grant

Kiza provided an overview of the workplan that was approved by MDH for this grant. The workplan included hiring for a .5FTE support staff/staff resiliency support, to increase the CHS administrator hours by 4 hours each week, and to cover the staff time for an hourly increase (7 hours a week) for a DP&C plus EP individual in McLeod. These adjustments will be for the duration of the grant, with the exception of the support staff which would then go down to 10 hours a week. Commissioner Schmalz motioned to move with the request as identified. Commissioner Oberg requested for clarification on the motion. Commissioner Schmalz clarified that it was as written above. Commissioner Cohrs to second. Commissioner Schmalz requested for roll call vote. Commissioner Bredeson wished to amend the motion to include the dates. Votes were 4 in favor, 1 opposed. Motion carries.

iii. Audit Update (bank information)

Kiza provided an update to the board on a recently opened savings account in the CHS name.

6. SCHSAC Update - Commissioner Harder

Commissioner Harder provided an update to the board.

7. Other Agenda Items

a. County Updates (Meeker, McLeod, Sibley)

Each county provided an update to the board.

b. CHS Update

Kiza provided an update to the board.

Adjourn Commissioner Cohrs motioned. Second Commissioner Bredeson. The time was 11:40am.



Beth Oberg, MMS/CHS Board Secretary



Date