



MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

Meeting Location: McLeod County Environmental Services at 1065 5th Ave. SE, Hutchinson,
MN 55350

July 14th, 2022

9 AM to 11 AM

Meeting Minutes

Attendance: Nathan Schmalz, Steve Saxton, Joy Cohrs, Beth Oberg, Julie Bredeson, Klea Rhettmann, Rachel Fruhwirth, Berit Spors, Brittany Becker, Laurie Terning, Kiza Olson, Sarah Gassman

1. Meeting called to order

- a. Called to order by Commissioner Nathan Schmalz, Vice Chair, at 9:01 am

2. Approval of the Agenda (Action)

- a. Motion Commissioner Joy Cohrs second by Commissioner Julie Bredeson. No discussion

3. Approval of March 10th, 2022 meeting minutes* (Action)

- a. Motion Commissioner Beth Oberg second Commissioner Nathan Schmalz. No discussion

4. Fiscal Management

a. Approval of Expense Report – Invoice payments* (Action)

- i. March
- ii. April
- iii. May
- iv. June
- v. Motion to approve March – June by Commissioner Joy Cohrs second by Commissioner Nathan Schmalz
- vi. Discussion of SHIP bike program for educational purpose

b. Approval of Financial Statements – Fiscal Report* (Action)

- i. March
- ii. April
- iii. May
- iv. June
- v. Motion to approve March – June by Commissioner Julie Bredeson second by Commissioner Steve Saxton. No discussion

c. Approval of Grant Summary Report* (Action)

- i. March
- ii. April

- iii. May
- iv. June
- v. Motions to approve March – June by Commissioner Nathan Schmalz second by Commissioner Joy Cohrs. No discussion

5. Administrative Items

- i. **WIC Peer Update/Request to hire (Action)**
 - 1. **Guest Meg Schlueter, WIC Peer Lead**
 - a. Proposal and discussion to fill previous part time WIC PEER as a contracted employee. Goal to eventually have bilingual staff.
 - i. Motion to advertise for bilingual position by Beth Oberg second by Julie Bredeson.
- ii. **CHS Furniture – Furniture purchased in 2018 for CHS; will now not be used. Meeker County is housing furniture at this time and is reorganizing and does not have room for it at this time. Team discussed wanting to see an inventory list to see if it can be used with in MMS. To be sent to county Administrators and Public Health Directors.**
 - 1. Motion to give Kiza permission to send out excess inventory list Commissioner Beth Oberg second by Commissioner Julie Bredeson
- iii. **Future Meetings**
 - 1. **Request to set dates for Executive Committee Meetings to discuss 2023 Local Public Health Grant budget and 2023 staff benefits**
 - a. Discussion on Audit Season starting in August
 - b. Discussion of Budget Season with Executive Committee before it goes to Board. Needs approval by November. Start discussion in August.
 - c. Discussion on employee benefits that will be presented to Executive Committee then to the Board for approval; awaiting date from representative.

6. SCHSAC Update – Kiza Olson

- a. **Take Home Points***
 - i. Discussion of needing to replace Bobbie Harder in 2023

7. Other Agenda Items

- a. **County Updates (Meeker, McLeod, Sibley)**
 - i. Meeker gave updates on COVID, WIC, Immunization Clinics, Meeker CARES, Staffing
 - ii. McLeod gave updates on Staffing, COVID, TB Case within county, Disbanding Advisory Committee, Restarting of Foot Care Clinics, Parent Support Outreach Program

iii. Sibley gave updates on TB Cases, Winthrop Nursing Home Closure, COVID,

b. CHS Administrator Update

- i. Update of Sarah Gassman's update
- ii. Update of August audit
- iii. Notice of upcoming benefit discussions
- iv. Hire of employee for Project Harmony
- v. HEDA update
- vi. Discussion on Administrator Annual Review

-Adjourn motion by Beth Oberg second by Joy Cohrs at 11:00am

Beth Oberg

Beth Oberg, MMS OHS Board Secretary

12-6-22

Date