



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

Meeting Location: McLeod County Government Center – Winsted Room

520 Chandler Ave N

Glencoe, MN 55336

July 13, 2023, 9-11am

Agenda

Attendance: Commissioner Oberg, Commissioner Bredeson, Commissioner Schmalz, Commissioner Luthens, Commissioner Kreger, Commissioner Grochow. Kiza Olson, Sarah Gassman, Diane Winter, Berit Spors, Brittany Becker, Rachel Fruhwirth, Klea Rettmann

1. Meeting called to order Commissioner Schmalz at 9am
2. Add new Bank Resolution to administrative items
3. Approval of the Agenda (Action) Motion by Commissioner Luthens, second by Commissioner Grochow
4. Approval of May 31, 2023 Meeting Minutes* (Action) Motion by Commissioner Oberg, second by Commissioner Kreger
5. Fiscal Management
 - a. Approval of Expense Report – Invoice payments* (Action)
 - i. May Motion by Commissioner Luthens, second by Commissioner Schmalz
 - ii. June Motion by Commissioner Schmalz, second by Commissioner Grochow
 - b. Approval of Grant Summary Report* (Action)
 - i. May Motion by Commissioner Schmalz, second by Commissioner Luthens
 - ii. June Motion by Commissioner Kreger, second by Commissioner Schmalz
6. Administrative Items
 - i. WIC Coordinator Pay scale – Kiza gave update. Fit in the WIC budget. No questions
 - ii. Comp Time* (Action) – Sarah gave update. Questions around what would cause comp time to accrue. Kiza gave explanation of OT vs Comp Time. CHS does not do OT. Recommend to increase to 40 hours, cut checks for above 40 hours. Decrease to 1:1 comp time accrual rate. Motion by Schmalz to accept Kiza’s proposal second by Grochow. Current employee’s statute of limitation is 2 years.
 - iii. IT Update – Kiza gave update on changes with email. Goal to have all CHS computers on McLeod.
 - iv. SCHSAC Report – Commissioner Schmalz*
 - v. Bridges to Healthcare Update – Commissioner Grochow
 - vi. Resolution for Banking (Action)*- Motion by Commissioner Schmalz, second by Commissioner Kreger. Roll call, all in favor.
7. Other Agenda Items
 - i. PHWINS* (Kerry Ward)
 - ii. Fiscal Update* Sarah gave update
 - iii. County Updates (McLeod, Sibley, Meeker)
 1. McLeod County – Gave update on Community Care team, BluePlus/MnChoice Update, new bilingual hire in family health, 3 maternity leaves coming this fall, TB update, CRABC Event update, COVID vaccine update, Immunization Clinic update, Bridges Out of Poverty, School Health Contract, Fully Staffed

2. Sibley County – Fully Staffed, Bridges to Health and Healthcare, RHEN2 update, LPHA Conference update, Hispanic Health Survey are coming in, WIC is in person, Immunization Clinic update
 3. Meeker County – Public Health and Social Service merge and relocation of staff, Building Redesign, Continue with current advertisements for staff, Immunization Clinic update, Refugee and TB update, WIC update
- iv. CHS Administrator Update* Kiza gave update
 - v. Executive Team will meet today to go over Administrator Review

Adjourn – Motion by Commissioner Schmalz, second by Commissioner Luthens at 10:47am

Lyle Grochow Date: 10.24.23

(Lyle Grochow, MMS CHB Secretary)

