**Meeker-McLeod-Sibley Community Health Services Executive Committee Agenda**

**Date: 1/26/24**

**Time: 12:00pm – 1:00pm**

 **Location: Zoom –** <https://us06web.zoom.us/j/84181370536?pwd=EMzF7O3qMEJ0GGWDfsP6mtoUTrwwrO.1>

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| Present: Sarah Gassman, Kiza Olson, Commissioner Schmalz, Commissioner Oberg, Commissioner Grochow, Rachel Fruhwirth, Paul Bukovich, Brittany Becker, Klea Rettmann, Berit Spors |
| Absent: Laurie Terning |
| Guests: |
| **Topic** | **Discussion/Plan** | **Action/Do** | **Follow up Responsible Person****Deadline** |
| Welcome | Read mission statement – Commissioner SchmalzOur mission is to promote health, prevent disease, and protect those who live, work, learn, and play in our community.  |  |  |
| Joint Powers Agreement | Update on JPA language to include flexibility in the length of appointment for executive committee members.  | Kiza and Legal to review the entire document for relevance. Will then come to full board and to each county board for approval. |  |
| Foundational Public Health Responsibilities  | ‘FPHR’ Grant funding - $188,716.00Jan 1, 2024 – Dec 31, 2024 (ongoing) |  Awaiting grant contract yet. Given to us yearly without having to write. Need to provide match with levy dollars. Proposal to hire a Community Health Planner at the CHS level for 1.0 FTE. Kiza presented a draft of the job description; still working on it to finalize. Communications, Data Analysis, PMQI, Reaccreditation, Equity.Executive decided to bring it full board on February 8, 2024 for proposal to hire.  |  |
| Medical Reserve Corps | MRC STTRONG - $44,196.00Jan 1, 2024 – May 31, 2025 | Waiting on board approval before we can get contract from MDH.Budget and workplan has been sent to MDH already. 1 staff member from each entity to work within grant. Emergency Response Funding. Robust workplanExecutive Team decided to bring to full board on February 8, 2024 |  |
| Sustainability Response Grant | ‘SRG’ funding - $143,249.32July 1, 2023 – June 30, 2024 (ongoing) | Funding that comes to us each year without having to write. 1 staff from each entity to work within this grant. Very robust workplan and prescribed dollars. Due on February 9, 2024 |  |
| Emergency Preparedness Coordinator Role | Currently responsible for PHEP/CRI. Will include MRC STTRONG and SRG. Should the EP Coordinator be reclassified from a level 8 to a level 10 due to increased coordinator responsibilities? |  Who would fill in if a county identified staff leaves, county supervisor or Julie Kloeckl? Same grade as WIC Coordinator. WIC Coordinator fills in at the county level when county staff leave. Board decided to bring the increase to full board on February 8, 2024 |  |
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| Respectfully Submitted | Sarah Gassman, MMS CHS BOM | Reminder that next CHB is in Hutchinson at the SWIF building on February 9, 2024 at 930am  |  |