



Public Health
Prevent. Promote. Protect.

Meeker McLeod Sibley
Community Health Services

Meeker-McLeod-Sibley Community Health Board Meeting

Meeting Location: McLeod County
Date: December 20, 2024
Meeker County HHS Building STE 200
114 N Holcombe ave
Litchfield, Mn 55355
10:00am-12:00pm

Attendance: Commissioner Oberg, Commissioner Bredeson, Commissioner Schmalz, Commissioner Luthens, Commissioner Kreger, Commissioner Grochow, Kiza Olson, Sarah Gassman, Kay Winterfeldt, Brittany Becker, Rachel Fruhwirth, Kristin Erickson (MDH)

Absent: Paul Bukovich, Chukuma Ijioma, Klea Rettmann, Berit Spors

Guests: Jennifer Smith, Jenny Crowe, Rhonda Buerkle, Jeri Meyer, Patty Buerkle, Nichole Cline


1. **Meeting called to order.** Called to order by Commissioner Schmalz at 10:09am.
2. **Approval of Agenda (Action)** Motion by Commissioner Grochow, Seconded by Commissioner Luthens.
 - a. Addition of Agenda Items Below
 - i. Vice Chair 2025
 - ii. Administrator Review
 - iii. Retiring Commissioners
3. **Approval of the Consent Agenda Items (Action)** Motion by Commissioner Oberg, Seconded by Commissioner Grochow.
 - a. August 2024, CHB Meeting Minutes*
 - b. November 2024, CHB Emergency Meeting Minutes*
 - c. August Expense Report*
 - d. September Expense Report*
 - e. October Expense Report*
 - f. November Expense Report*
 - g. August Grant Summary Report*
 - h. September Grant Summary Report*
 - i. October Grant Summary Report*
 - j. November Grant Summary Report*
4. **Presentations**
 - a. Rhonda Buerkle Introduction – MMS CHS SHIP Coordinator.
 - b. Sexual and Reproductive Health Services
 - c. Healthy Homes
5. **Administrative Items**
 - a. Salary Considerations for Scale Tops (Action) – Discussion around adding a yearly bonus to those that are at top of scale and are no longer eligible for performance increase. Topic was previously discussed at Executive Team. \$20 bonus per paycheck for a total of \$520 per year. Will be in place for the year of 2025 and put into policy in 2026. Motion by Commissioner Kreger, Seconded by Commissioner Oberg.
 - b. 2025 CHB Dates* (Action) Motion by Commissioner Grochow, Seconded by Commissioner Kreger
 - c. 2025 Board Chair (Action) Nomination of Meeker County Commissioner Oberg by Commissioner Schmalz. Position will hold 2-year term. No other nominations were made. Motion by Schmalz, Seconded by Commissioner Bredeson. Roll call, no opposition. Motion passed. Term will start January 1, 2025.

- d. *2025 Board Vice Chair (Action)* Nomination of Sibley County Commissioner Grochow by Commissioner Schmalz, Seconded by Commissioner Oberg. No other nominations. Roll call, no opposition. Motion passed. Term will start January 1, 2025.
 - i. McLeod County Commissioner Schmalz will hold Secretary position January 1st until first annual meeting in February when board will hold official election. Commissioner Schmalz nominated self, motion by Commissioner Kreger, seconded by Commissioner Bredeson. Roll call, no opposition. Motion passed.
- e. *Administrator Review Update – Executive Team completed MMS CHS Administrator annual review. Meeting or exceeding all expectations.*
- f. *SCHSAC Report – Commissioner Schmalz*

6. Other Agenda Items

- a. H5N1 Response – Wednesday before Thanksgiving Meeker County had farm test positive. Meeker county EP nurse tested and sent with currier to MDH testing lab. Kiza Olson, Chukuma Ijioma, Brenna Arveson took lead on incident response. Kiza, Chukuma, Brenna, Julie Kloeckl participated in hotwash after with MDH. Working through action plan for what happens next and what to do next time.
- b. Administrator Update*
- c. Fiscal Update*
- d. County Updates (McLeod, Meeker, Sibley)
 - i. McLeod County – Staffing updates, WIC/FHV/Project Harmony referral increase, TB update, Welcoming Week in September, Cannabis Funding.
 - ii. Meeker County – Staffing updates, County Remodel is finished for HHS building, Welcoming Week in September.
 - iii. Sibley County – Staffing updates, Sibley County Food Shelf grant, dental service update, program reorganization.
- e. *Retiring Commissioners – Commissioner Bredeson, Commissioner Kreger, Commissioner Luthens*

7. Adjournment – 11:50, motion by Commissioner Grochow, Seconded by Commissioner Bredeson



(MMS CHB Secretary)



(Date)