



SOUTHWEST HEALTH AND HUMAN SERVICES  
COMMUNITY HEALTH BOARD

MINUTES

Date: April 15th, 2020  
Place: Lyon County Government Center  
Commissioner Room  
Marshall, Minnesota

Opened: 9:28am  
Adjourned: 9:59am

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, April 15th 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, in Marshall, Minnesota. The meeting was called to order by Chairperson Salfer.

Members present: Jim Salfer  
Charlie Sanow  
Corey Sik

Members on phone: Rick Anderson  
Greg Burger  
Dave Forkrud  
James Jens  
Les Nath  
Lois Schmidt  
Sherri Thompson  
Mic VanDeVere  
Dennis Welgraven  
Dan Wildermuth

Members absent: Jeane Anderson  
Carol Flahaven  
Joan Jagt  
Steve Schulze

Staff present: Carol Biren Sarah Kirchner  
Tanlee Noomen Ann Orren  
Beth Wilms

Staff present by phone: Monica Christianson Marie Meyers  
Cindy Nelson Nancy Walker

**K. Consent Agenda –**

Chairperson Salfer asked if there were any additions to the meeting agenda. Salfer asked if anyone had a conflict of interest to identify. None were identified. Chairperson Salfer asked if there were any corrections to the March 18<sup>th</sup>, 2020 Board minutes. Motion by VanDeVere and second by Forkrud: To approve the Agenda and Board minutes as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.

**L. Financial –**

Chairperson Salfer stated the financial report had been presented during the Human Services Board meeting and forwarded on to the Governing Board for final approval.

**M. Caseload –**

Chairperson Salfer asked if there were any comments or concerns regarding the caseload. Carol Biren stated that there was a correction on the Board packets regarding the March numbers. It was labeled February but is indeed the case load numbers for March.

**N. Discussion/Information –**

1. Carol Biren, Public Health Director, wanted to recognize that the week of April 6<sup>th</sup> through the 10<sup>th</sup> was Public Health week. Biren also explained that there have been some changes and additions to the Incident Command team. Director Wilms has been added as the liaison between the work that is being done in the community and internal support. There has also been addition called the Resource/Volunteer Coordinator. Biren also gave an update on various different conference calls that are happening weekly. Ann Orren, Community Public Health Supervisor, gave an update on all communications for COVID-19. The report contained information for Media/Social Media, Conference Calls, Special Populations, and Partners/Special meetings. Orren also gave an update on MNResponds volunteers list. Lincoln County had an increase of 21 giving them 31 total; Pipestone County had an increase of 24 giving them 38 total; Rock County has an increase of 21 giving them a total of 39; Murray County had an increase of 27 giving them 51 total; Redwood County increased 19 giving them a total of 77; Lyon County increase was 30 for a total of 94. Marie Meyers and Kristin Deacon, Nursing Supervisors, gave an update on the COVID-19 Hotline and Email Intake. Meyers started by explaining that with an increase number of positive cases in our area there is anticipation the community will need services they cannot get to due to being quarantined. This hotline number and email address were given out to local hospitals to use for positive cases or cases presumed positive. Each county has a team of both Public Health and Human Service staff. These teams would help community members finding resources to get medication, food, transportation, and any other essential service they might need. Chris Cauwels, Network Systems Administrator, explained the biggest problem was getting staff set up to be deployed. So far 151 employees have been approved for telework which is about 63 percent of our staff. Currently at this time about 30 percent of our staff are already working from home. Cauwels has also been monitoring our usage and network capabilities. Cauwel's unit has also been working very hard on getting staff extra security training. Sarah Kirchner, Fiscal Manager, gave an update on the financial impact

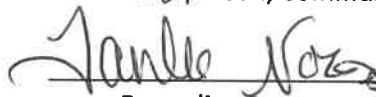
of COVID-19. Kirchner said we have received \$188,292.00 from Minnesota Department of Health (MDH). There is now a specific program area set up to input any COVID-19 related expenses including staff time.

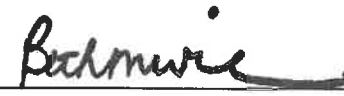
- O. **Decision Items –**  
None

Chairperson Salfer asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:59am.

Approved Date 5-20-2020

Authorized   
Chairperson, Community Health Board

  
Recording Secretary, Community Health Board

Attest:   
Director