



**SOUTHWEST HEALTH AND HUMAN SERVICES  
COMMUNITY HEALTH BOARD**

**MINUTES**

**Date: June 17th, 2020**

**Place: Lyon County Government Center  
Commissioner Room  
Marshall, Minnesota**

**Opened: 9:35 am**

**Adjourned: 9:51 am**

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, June 17th, 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, Suite 200 in Marshall, Minnesota. The meeting was called to order by Chairperson Salfer.

**Members present:**

**Jim Salfer  
Charlie Sanow  
Dan Wildermuth**

**Members on phone:**

**Rick Anderson  
Greg Burger  
Dave Forkrud  
James Jens  
Les Nath  
Lois Schmidt  
Sherri Thompson  
Mic VanDeVere  
Dennis Welgraven**

**Members absent:**

**Jeane Anderson  
Carol Flahaven  
Joan Jagt  
Steve Schulze  
Corey Sik**

**Staff present:**

<b>Carol Biren</b>	<b>Kristin Deacon</b>
<b>Sarah Kirchner</b>	<b>Marie Meyers</b>
<b>Cindy Nelson</b>	<b>Tanlee Noomen</b>
<b>Ann Orren</b>	<b>Nancy Walker</b>
<b>Beth Wilms</b>	


**Staff present by phone:**

**Monica Christianson**


- L. **Consent Agenda-**  
Chairperson Salfer asked if there were any additions to the agenda. Director Wilms indicated the addition of O. Decision Items; 3. Planning and Implementation Grant School Event. Salfer asked if anyone had a conflict of interest to identify. None were identified. He asked if there were any correction or additions to the minutes of the May 20th, 2020 meeting. There were none. Motion made by Wildermuth second by Anderson: to approve the complete consent agenda as presented with the addition. Roll call taken for any members opposed. Hearing none motion carried unanimously.
- M. **Financial –**  
Chairperson Salfer stated the financial report had been presented during the Human Services Board and moved to the Governing Board.
- N. **Caseload-**  
Chairperson Salfer asked if there were any comments or concerns regarding the caseload. Director Wilms stated that there was nothing that was of concern.
- O. **Discussion/Information-**  
1. Carol Biren, Public Health Division Director, came forward to update the Board on the Incident Command Team. She went over the media and community outreach report and COVID-19 talking points that were e-mailed to the Board. Community wide testing was being conducted in Marshall at Avera on Wednesday June 17<sup>th</sup>, Thursday June 18<sup>th</sup>, and Friday June 19<sup>th</sup>. Biren also updated the Board on some minor changes that were made to the Preparedness Plan that was brought before the Board in May 2020.
- M. **Decision Items-**  
1. Biren requested the Board to approve the Public Health Fee Schedule. Motion made by VanDeVere second by Nath: To approve the fee schedule as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.  
2. Kristin Deacon, Public Health Nursing Supervisor, came forward and requested to Child and Teen Check Up Outreach supplies. Deacon stated that the supplies are very specific to the program and are available by only the supplier quotes given in the Board packet. Motion made by Sanow second by Wildermuth: To approve the supplies as requested. Roll call taken for any members opposed. Hearing none motion carried unanimously.  
3. Ann Orren, Public Health Educator Supervisor, came forward to talk about the Planning and Implementation Grant School Event. Orren explained that because of COVID-19 there has been less trainings and less travel causing the grant to have extra monies to be spent by June 30<sup>th</sup>, 2020. There is being an event planned for the kids first day back to school and they grant would like to purchase T-shirt for the students as part of that event. Motion made by Anderson second by Welgraven: To approve the request as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.

Chairperson Salfer asked for any more concerns. Hearing nothing else, he adjourned the meeting at 9:51am.

Approved Date 7/15/2020

Authorized   
Chairperson, Community Health Board

  
Recording Secretary, Community Services Board

Attest:   
Director