



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: December 15, 2021
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:25 am
Adjourned: 10:01 am

The monthly meeting of the Community Health Services Board for Southwest Health and Human Services was held on Wednesday, December 15, 2021 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Salfer.

Members present:

- Jeane Anderson
- Rick Anderson
- Greg Burger
- Steve Hauswedell
- Les Nath
- Jim Salfer
- Charles Sanow
- Corey Sik
- David Thiner
- Rick Wakefield
- Dennis Welgraven
- Dan Wildermuth

Members present by phone:

- Lois Schmidt
- Sherri Thompson

Members absent:

- Carol Ann Flahaven
- Joan Jagt
- Steve Schulze

Staff present:

Carol Biren	Monica Christianson
Lisa DeBoer	Stacy Jorgensen
Toni Lecy	Cindy Nelson
Ann Orren	Nancy Walker
Beth Wilms	

- L. **Consent Agenda-**
Chairperson Salfer asked if there were any additions to the agenda. 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 November 17, 2021 meeting. Motion made by Rick Anderson second by Burger: to approve the agenda and minutes as presented. The motion carried unanimously.
- M. **Financial –**
Chairperson Salfer stated the Financials had been received during the Human Services Board, and will be moved to the Governing Board. Motion by Welgraven second by Sik: to move Financials to Governing Board. The motion carried unanimously.
- N. **Caseload-**
Chairperson Salfer asked if there were any comments or concerns regarding the caseload. None were stated.
- O. **Discussion/Information-**
1. Workforce Development Grant, Carol Biren, Public Health Division Director, came forward to present the Workforce Development Grant. The grant has been applied for and accepted. We would be working with a consultant for the strategic plan and workforce needs assessment. There is also grant money to be used for marketing and recruitment, again, using a consultant. Also budgeted money for public health staff training, recovery from the pandemic. Commissioner Anderson recommended working with the Workforce Center to see if they are currently doing a workforce needs assessment so as not to duplicate efforts. Would bring back more information to the board for any items that require prior approval.
- P. **Decision Items-**
1. Grow Shed. Ann Orren, Community Public Health Supervisor, came forward to present the Grow Shed. Working with the Statewide Health Improvement Partnership (SHIP). Working within communities to reduce expenses due to chronic disease and increase wellbeing mostly in the workplace. There are additional dollars in the SHIP grant. Nobles Electric has a grow shed and has been donating the fresh vegetables grown in their shed. A Memorandum of Understanding (MOU) would be reviewed by legal counsel and signed with two partners to include the grow shed in our six counties. The shed includes an 8'x12' fully enclosed trailer, hydroponic system, LED lighting, racking, trays and buckets. The shed needs a water source to be used every 6-8 weeks to fill it. The shed is heated entirely by the lights inside. Produce inside requires about 4-6 hours a week of volunteer time to maintain. The produce is donated to local schools and organizations. The cost is \$16,800 for one shed. Will not purchase the sheds until an MOU is signed with potential partners and there is staff to run the shed. Will do an internal assessment to see where the most need is for a shed in our counties. Seeking approval to purchase when we find two community partners willing to have a Grow Shed. The cost is \$35,200 for two sheds completely reimbursed by SHIP money. The recipients are responsible for the electricity, water and volunteer staff to tend to the produce and sign the agreement to donate the produce.

Discussion by Social Services Supervisor Stacy Jorgensen regarding the Southwest Mental Health Center. No action needed.

Discussion of meeting dates for next year. No action needed.

14. Closed Session – Director’s Annual Review

Motion by Salfer second by Nath: to go into closed session. The motion carried unanimously.

Closed session: 11:08 am.

Motion by Thiner second by Nath: to go out of closed session. The motion carried unanimously.

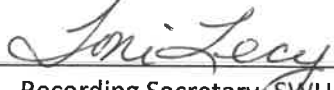
Out of closed session: 11:52 am.

W. Adjournment

Motion by Chairperson Anderson: To adjourn meeting. Chairperson Anderson asked if there were any other questions. Hearing none he adjourned the meeting at 11:53 am.

Approved Date 1.19.2022

Authorized 
Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director

Motion by Wildermuth second by Sanow: to authorize Ann Orren to move forward with securing a signed MOU with two partners who will staff and run the Grow Sheds and then to purchase two Grow Sheds for a total cost of \$35,200. The motion carried unanimously.

2. PH Fee Schedule. Carol Biren came forward to present the PH Fee Schedule. There have been some added COVID-19 fees for immunization administration, but the fees are the same as last year.

Motion by Wildermuth second by Nath: to accept the PH fees as presented.
The motion carried unanimously.


3. EH Fee Schedule. Carol Biren presented the EH Fee Schedule is the same fees as last year.

Motion by Welgraven second by Rick Anderson: to accept the EH fee Schedule as presented.
The motion carried unanimously.

Chairperson Salfer asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:01 am.

Approved Date 1/19/22

Authorized 
Chairperson, Community Health Board


Recording Secretary, Community Services Board

Attest: 
Director