

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

MINUTES

Date:	July 16, 2014	Opened:	9:12 am
Place:	Redwood County Courthouse Large Business Meeting Room Redwood Falls, Minnesota	Adjourned:	9:58 am

The monthly meeting of the Community Health Board of Southwest Health and Human Services was held on Wednesday, July 16, 2014 in the large business meeting room of the Redwood County Courthouse at 250 South Jefferson Street in Redwood Falls, Minnesota. The meeting was called to order by Chairperson Blumeyer.

Members present:

- Jeanne Anderson
- Curt Blumeyer
- Carol Ann Flavhaven
- Mark Goodenow (alternate)
- Joan Jagt
- Bob Jarchow
- Priscilla Klabunde
- Al Kokesch
- Gerald Magnus
- Bob Moline
- Stephen Ritter
- Lois Schmidt
- Marvin Tinklenberg
- Pam VanOverbeke

Member(s) absent:

- Rick Anderson
- Ron Boyenga
- Bill Johnson
- Butch Miller

Guests:

- Matt Holid
- Laurie Moore
- Rick Pietrick
- Melody Caron

Staff present:

Ann Abraham	Stephanie Bengtson
Carol Biren	Karla Drown
Megan Gullickson	Ardis Henriksen
Dale Hiland	Amanda Holzapfel
Krista Kopperud	Stacey Longtin
Abbie Meyer	Marie Meyers
Nicole Prellwitz	Julie Schuelke
Chris Sorensen	Dianna Tomlinson
Anita Van Veldhuizen	Nancy Walker

- J. Consent Agenda –**
1. Amend/Approval of Agenda – N-4 “Pitch the Commissioner”
 2. Identification of Conflict of Interest – none were identified.
 3. Approval of 06/18/14 Minutes

Motion by Ritter and second by Jarchow: To approve the Consent Agenda with the addition to the meeting agenda. The motion carried unanimously.

K. Financial –

The financial report was heard during the Human Services Board meeting and moved forward to the Governing Board for approval

L. Caseload –

Chairperson Blumeyer asked if there were any questions or comments regarding the caseload information presented on the agenda. There were none.

M. Decision Items –

None

N. Discussion/Information –

1. The UCare car seat award presentation was moved to later on the agenda because one of the presenters had not yet arrived.

2. Chairperson Blumeyer invited Marie Meyers, Nursing Supervisor, to come forward to report on the agency's work during the Cottonwood flood on June 19, 2014. A call was received from Tammy VanOverbeke, Lyon County Emergency Manager, requesting two – three people to help with canvassing the town. Marie had contacted Jason Kloss, Environmental Health Manager, and Chris Forry-Tauer, Public Health Nurse, to assist. Alicia Snyder, Health Educator and Emergency Preparedness Coordinator, joined them. They deployed to the city hall in Cottonwood with bottled water and educational packets. There were already a number of volunteers that had reported. They were divided into four (4) teams, each covering a certain area of the town. They talked to people at the homes, or left educational packets, regarding the use of water and the safety of the drinking water. The teams visited every home in Cottonwood. Marie commented that one thing that they discovered and were grateful for was the positive attitude of the citizens of Cottonwood. The same educational materials that were handed out during the home visits was shared with all of the public health staff in case they received any phone calls.

1. The UCare team was invited to come forward to present their award. Laurie Moore, County Relations Supervisor with UCare, talked about the partnership between UCare and local public health agencies and stated that UCare is recognizing county staff who have partnered with the UCare car seat program. Matt Holida, Health Educator with UCare, reported that he works with the Seats, Education and Travel Safety (SEATS) program at UCare. There were 35,000 child restraint seats distributed statewide in 2013 and 50 to qualifying residents at SWHHS. The award was presented to Marie Meyers, Nursing Supervisor, and Carol Biren, Public Health Division Director. They stated that this certificate will stay in the Redwood County office and that Carol Berg, Public Health Manager at UCare, will attend the agency nursing meeting on Friday, July 18, 2014 and present individual recognition certificates to the other participating counties; Lincoln, Lyon, Murray and Rock.

F. Office of the State Auditor – 2013 Audit Report –

Chairperson Blumeyer invited the representatives from the Office of the State Auditor to come forward to report on the 2013 audit. Rick Pietrick, the state audit manager, explained that because of the dollar amount that the agency receives in federal funding, the auditors had to complete a single audit. The audit was unmodified, which is the same as what used to be called an unqualified return. There was one significant finding relating to the information entered into the MAXIS program not being the same as the information in the client record, for which a corrective action plan will be written. Mr. Pietrick stated that when the members of the Board receive their copy of the audit report it will be accompanied by a management letter. Melody Caron, auditor with the Marshall team, reviewed a number of tables and charts showing financial information that was found during the audit. The Board was given an opportunity to make comments and ask questions. Chairperson Moline complemented the accounting staff for the work that they had done to prepare for the audit and congratulated them on the good results.

N. Discussion/Information (continued) –

3. Carol Biren, Public Health Division Director, came forward to inform the Board that the Minnesota Department of Health has just recently achieved national accreditation. Minnesota is one of five states in the country to achieve accreditation. Hennepin County is the only county in Minnesota that has done so at this time. The agency has just started the process to work toward accreditation. The total cost of the process will be approximately \$20,000, to be paid over a five (5) year timeframe.

4. Carol Biren, Public Health Division Director, announced that the agency has been asked to host the Minnesota Commissioner of Health, Dr. Ed Ehlinger, at a "Pitch the Commissioner" event. The event has been scheduled for August 28th at Independence Park in Marshall. Commissioner Ehlinger will speak from 1:00 pm to 2:00 pm about the state of health in Minnesota. For an hour beginning at approximately 2:00 pm people in attendance will have the opportunity to visit with the Commissioner about any health questions and concerns they have, while pitching a few horseshoes with him. At about 3:00 pm, for the last hour, there will be a bike tour around Marshall to see some of the projects that have been supported through the agency's SHIP work. Carol invited the members of the Board to attend the event.

Chairperson Blumeyer asked if there was anything further to bring before the Board. Hearing nothing, he adjourned the meeting at 9:58 am.

Approved _____ Date

Authorized _____
Chairperson, Community Health Board

Recording Secretary, Community Health Board

Attest: _____
Director