



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

MINUTES

Date: October 21, 2015
Place: Lyon County Government Center
Commissioners' Rooms 1 & 2
Marshall, Minnesota

Opened: 9:10 am
Adjourned: 10:04 am

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, October 21, 2015 in Commissioners' Rooms 1 & 2 of the Lyon County Government Center at 607 West Main Street, Suite 200 in Marshall, Minnesota. The meeting was called to order by Chairperson Anderson.

Members present:

- Jeane Anderson
- Rick Anderson
- Ron Boyenga
- Carol Ann Flahaven
- Priscilla Klabunde
- Gerald Magnus
- Bob Moline
- Les Nath
- Jim Salfer
- Lois Schmidt
- Rodney Stensrud
- Sherril Thompson
- Mic VanDaVere
- Dan Wildermuth

Member(s) absent:

- Joan Jagt
- Stephen Ritter
- Pam VanOverbeke

Guest:

- Alyssa Overman

Staff present:

Carol Biren	Wendy Crawford
Karla Drown	Kathy Herding
Ardis Henriksen	Dale Hiland
Rachel Isder	Stacy Jorgensen
Mike Kennedy	Jason Kloss
Krista Kopperud	Stacey Longtin
Cindy Nelson	Michelle Salfer
Chris Sorensen	Diana Voss
Nancy Walker	

- I. **Consent Agenda –**
1. Chairperson Anderson asked if there were any deletions or additions to the meeting agenda. Carol Biren, Public Health Division Director, asked for an addition under Decision Items: L-1 Appointment of Jim Salfer as Primary agency representation and Carol Biren as Alternate agency representative to SCHSAC.
 2. Chairperson Anderson asked if any member of the Board had a conflict of interest to report. None were identified.
 3. Chairperson Anderson asked if there were any additions or corrections to the minutes from the September 16, 2015 meeting.

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

J. Financial –

The report was forwarded to the Governing Board for approval by the Human Services Board.

K. Caseload –

Chairperson Anderson asked if there were any comments or questions regarding the caseload reports. There were none.

L. Decision Items –

1. Carol Biren, Public Health Division Director, stated that a new primary and alternate agency representative to the State Community Health Services Advisory Committee (SCHSAC) will need to be appointed. She recommended that Jim Salfer be appointed as the primary and herself as the alternate. Salfer was asked if he would be ok with that change to primary from alternate. He was agreeable. Motion by Moline and second by Nath: To approve the appointment of Jim Salfer as the primary agency representative and Carol Biren, Public Health Division Director, as the alternate agency representative to SCHSAC. The motion carried unanimously.

M. Discussion/Information –

1. Chairperson Anderson invited Rachel Isder, Public Health Nurse, and Diana Voss, Eligibility Worker, to come forward to give their success story. They introduced Alyssa Overman, the mother of one of their clients. Ms. Overman told her story about her son, who has spina bifida, and how Rachel and Diana both helped assure that they received the benefits that they needed. Diana by helping the son receive medical assistance benefits and to be certified as disabled, which made him eligible for additional assistance. Rachel by conducting the home assessment to determine which waiver programs he was eligible to receive. The services that they now receive have changed their lives and she wanted to say thank you.

2. Chairperson Anderson asked Salfer to give his report on the SCHSAC meeting and CHS Conference. Salfer stated that he would go over what he felt were the highlights of the meeting and in the future, after meetings, he would submit a written report to be included in the meeting packet. At this meeting the following items were reported:

1. SHIP 4.0 is set to come out November 3, 2015;
2. MDH is planning to partner with a pro sports program;
3. During the WE Fest event an inspection of vendors, they discovered a vendor selling egg dishes who was letting their supply of eggs just sit on the counter, they were asked to find a source of refrigeration but when the operator refused they closed his stand down;
4. Tom Hogan, Director of the Environmental Health Division, and his staff reported on their efforts in moving forward in setting up delegation agreements with local agencies. It appears that they plan to use the process they have gone through with SWHHS as the template;
5. There are 370 cases of Aids in the state.

Salfer encouraged the Board members to take the opportunity to attend the CHS Conference in the future.

3. Chairperson Anderson invited Krista Kopperud, Health and Human Services Planner, and Michelle Salfer, Public Health Program Specialist, to come forward to report on PPMRS and accreditation. Krista stated that PPMRS is the way that local public health agencies report their annual activity to MDH. The report that was done for CY2014 had questions related to the agencies activity in the 12 Domains established by the Public Health Accreditation Board. Under each domain there are standards that must be met to qualify for accreditation. SWHHS was designated as a medium sized CHB because of our population. The report shows that the agency is in the lower quarter of agencies, based on our capacity to meet the national public health measures. This is a self-reporting system and as staff has worked on preparing for the accreditation process we were able to answer the questions more accurately so our report showed a decrease in the measures that we felt we could meet fully and partially. The agency has identified the top three (3) standards to work on improving. Krista and Michelle talked about what agency staff has been doing during this year to work toward improvement in those areas, which are 1)

encourage the development of a sufficient number of qualified public health workers; 2) ensure a competent workforce; and 3) use a performance management system to monitor achievement. In working toward national accreditation there have been a number of domain teams launched during 2015. 4. Chairperson Anderson invited Jason Kloss, Environmental Health Manager, to come forward to report on the progress that has been made in the abatement of an identified public health nuisance. He has been working closely with Danielle Ossefoort, Adult Services Social Worker, through this process. This work involves an extreme hoarding issue in a private home. When the process was started they met with the family and the family had told Jason and Danielle to do what needed to be done as they had not been able to work with the family member to improve the problem. On top of there being a problem with hoarding, a rodent infestation has occurred. The resident in the home was met with and informed what needed to be done to resolve the issue. They were given ten (10) days to clean it up on their own. The resident was not able to accomplish this, so Jason obtained the services of a cleanup crew. They have now finished the first stage of the cleanup, at a cost of \$8,000 which will be assessed back to the owner's property taxes. Danielle is working with the family on vulnerable adult issues with the client. Stacey Longtin, Adult Services Supervisor, reviewed the scope of the work that Danielle is doing with the client.

Chairperson Anderson asked if there was anything further to bring to the Board. Hearing nothing he adjourned the meeting at 10:04 am.

Approved _____ Date

Authorized _____
Chairperson, Community Health Board

Recording Secretary, Community Health Board

Attest: _____
Public Health Division Director