



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: May 17th, 2017

Opened: 9:12am

Place: Lyon County Government Center
Commissioner Room
Marshall, Minnesota

Adjourned: 9:18am

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, May 17th, 2017 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 VanDeVere.

Members present:

Jeane Anderson
Rick Anderson
Ron Boyenga
Greg Burger
Carol Ann Flahaven
Dave Forkrud
James Jens
Gerald Magnus
Les Nath
Sherri Thompson
Jim Salfer
Charles Sanow
Lois Schmidt
Steve Schulze
Corey Sik
Mic VanDeVere
Pam VanOverbeke
Dan Wildermuth

Staff present:

Jennifer Beek	Carol Biren
Bill Caven	Monica Christianson
Kari Harvey	Katie Hatch
Justine Heinis	Cassandra Hoekstra
Melissa Kidrowski	Sarah Kirchner
Jenifer Klein	Vicki Knobloch

Krista Kopperud
Marie Meyers
Tanlee Noomen
Nicole Slegers

Stacey Longtin
Cindy Nelson
Kayla Placsencia
Nancy Walker

- I. Consent Agenda-
Chairperson VanDeVere asked if there were any additions to the agenda. Carol Biren, Community Health Manager, indicated there were none. VanDeVere 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 April 19th, 2017 meeting. There were none. Motion made by Salfer second by Anderson: to approve the complete consent agenda as presented. The motion carried unanimously.
- J. Financial –
Chairperson VanDeVere stated the financial report had been presented during the Human Services Board meeting and forwarded on to the Governing Board for final approval.
- K. Caseload-
Chairperson VanDeVere asked if there were any comments or concerns regarding the caseload. There were none.
- L. Discussion/Information-
None
- M. Decision Items-
Chairperson VanDeVere asked Carol to go over the 3 decision items regarding Environmental Health Policies.
1. Environmental Health Policy Number 4 – Foodborne /Waterborne Investigation, Carol informed the board that there was just a couple minor wording changes highlight in section 1.) A. and again in Section 2. B. Motion made by Wildermuth second by Burger: To approve the changes to Environmental Health Policy Number 4. Motion carried unanimously.
 2. Environmental Health Policy Number 8 – Food Safety Short and Long Term Corrective Action, Carol highlighted the changes in verbiage on page one and again on page three. Motion made by Magnus second by Thompson: To approve changes on Environmental Health Policy #8. Motion carried unanimously.
 3. Environmental Health Policy number 15 – Carol explained to the board that changes reflect the increase of establishments we now cover. It also adds a little extra clarification on water sampling. Motion made by Sanow second by Jens: To approve Environmental Health Policy Number 15. Motion carried unanimously.

Chairperson VanDeVere asked if there was anything further to bring to the Board. A few concerns were brought up regarding the measles outbreak and what are we doing to be proactive in our area. Marie Meyers, Nursing Supervisor, mentioned she is looking up statistics and trying to start up some reminder calls to keep kids up on their vaccinations. The area public schools keep track of children that are home schooled. Chairperson VanDeVere asked for any more concerns. Hearing nothing else, he adjourned the meeting at 9:18 am.

Approved Date 6/21/17

Authorized *Marie Meyers*
Chairperson, Community Health Board

Recording Secretary, Human Services Board

Attest: *[Signature]*
Deputy Director