



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: November 28th, 2018

Place: Lyon County Government Center

Southwest Health and Human Services Conference rooms 1 & 2

Marshall, Minnesota

Opened: 9:55am

Adjourned: 10:27am

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, November 28th, 2018 in the Southwest Health and Human Services Conference 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 Thompson.

Members present:

Greg Burger
Dave Forkrud
Les Nath
Steve Ritter
Jim Salfer
Charles Sanow
Lois Schmidt
Corey Sik
Sherri Thompson
Mic VanDeVere

Members absent:

Jeane Anderson
Rick Anderson
Carol Flahaven
James Jens
Gerald Magnus
Steve Schulze
Pam VanOverbeke
Dan Wildermuth

Guest Present:

C.J. Moberg

Staff present:

Carol Biren
Chris Hansen

Monica Christianson
Nicole Henrichs

Amanda Holzapfel Krista Kopperud
Tanlee Noomen Nancy Walker
Beth Wilms

K. Consent Agenda-

Chairperson Thompson announced there would be a change to the agenda with the removal of Decision Item #3. Family Home Visiting Grant Letter of Support – Kristin Deacon. Thompson asked if anyone had a conflict of interest to identify. None were identified. She asked if there were any correction or additions to the minutes of the October 17th, 2018 meeting. Motion made by VanDeVere second by Ritter: To approve the complete consent agenda with the removal of Decision Item #3. The motion carried unanimously.

L. Financial –

Chairperson Thompson stated the financial report had been presented during the Human Services Board meeting and forwarded on to the Governing Board for final approval. Motion made by Burger second by VanDeVere: To approve forwarding the financials to the Governing Board. Motion carried unanimously.

M. Caseload-

Chairperson Thompson asked if there were any comments or concerns regarding the caseload. Director Wilms stated there has been an uptake in the water test, most likely due to the flooding this past summer.

N. Discussion/Information-

1. Krista Kopperud, Agency Planner, presented the Board with a PowerPoint of the 2017 Planning and Performance Measuring Reporting System (PPMRS). This is submitted every March for the activities from the year prior. The measures in this system have been in alignment with the measures of the National Standards. Kopperud also presented the six Public Health Areas of Responsibility that all Counties across the state will have consistent. The next area is the ten Public Health Essential Services, this has been talked about with the Public Health Accreditation Board (PHAB) plus two administration areas resulting in 12 Public Health Domains. Kopperud then went over the PowerPoint highlighting are progression from year to year and also the trends.

O. Decision Items-

1. Carol Biren, Community Health Supervisor, came forward and talk about the Environmental Health Fee updates. Starting the first of the year there will be some new food code revisions, Jason Kloss, Environmental Supervisor, will be visiting each of the counties and updating the ordinances the surround the Food, Pools, and Lodging. Environmental Health Manager Software program has been changed. The Agency had been using Minnesota Department of Health's program, but they upgraded last year and did not invite Local Governments to join in the program. Kloss has found a program that will cost \$6000.00 a year and this cost has been


budgeted through increases in our service costs. Even with the increases our fees are still below what MDH charges. Motion made by VanDeVere second by Sanow: To accept the new Environmental Health Fees for 2019. Motion carried unanimously.

2. Biren stayed and discussed the Public Health Fee schedule. There was a couple small changes in the fee schedule. The first was that the Agency is now using Thrifty White Pharmacy to administer the flu vaccine. By using this company it was a cost savings of about \$4,000.00, so there for removed the vaccine from our schedule. The other change was for Car-Seat training. One of our insurance providers reimburses at the updated rate and the Agency wanted to be able to collect that added amount. Motion made by Salfer second by Ritter: To approve the 2019 Public Health Fee Schedule. Motion carried unanimously.

3. Director Wilms, and Biren presented the Board with the 2019 Budget. In the preliminary request the Agency asked for a one dollar per capita increase. Today we are asking for a fifty cent per capita increase with \$10,000.00 going into reserves. The indicated in their budget report that there had been a reduction in the TANF expenditures: The increase in the Environmental Health 2019 Fee Schedule; There has been \$40,000K added for surveys, program supplies in 930; Reduced revenue for Car Seat Program; Reduction in Maternal Child health. Motion made by VanDeVere second by Ritter: To approve the fifty cent per capita increase with levy amount of \$966,705.00 and total budget amount of \$3,655,784.00. Motion carried unanimously.

Chairperson Thompson asked if there was anything further to bring to the Board. Hearing nothing else, he adjourned the meeting at 10:27 am.

Approved Date 12-19-18

Authorized 
Chairperson, Community Health Board


Recording Secretary, Community Health Board

Attest: 
Director