

CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES
September 15, 2014

The CVHU Board met at noon on Monday, at the conference room at Central Valley Health District. Darla Reed, Vice Chairperson, called the meeting to order.

MEMBERS PRESENT: Darla Reed Dr. Torrance Dean Entzminger Denny Ova Laurel Haroldson
Dr. Anderson

MEMBERS ABSENT: Cynthia Schaar Heidi Larson Dr. Jystad

OTHERS PRESENT: Robin Iszler Tami Dillman Marcie Bata Beth Schwartz

INSERVICE-Community Health Assessment-Logan County:

In 2011-2012 we received funding for NACCHO to do a Community Health Assessment/Community Health Improvement plans for Stutsman and Logan Counties. We wrote the plans for Stutsman and Logan. Community Health Assessment, Community Health Improvement plan and Agency Strategic Plan are pre-requisites for Public Health Accreditation and the Community Health Improvement plan is required for non-profit hospitals to meet IRS requirements. Public Health is required to do the documents every five years and hospitals are required to do them every three years. The time has come where we will start to work with Jamestown Regional Medical Center again on the plan. Wishek Hospital has approached us for assistance with McIntosh, Logan and LaMoure Counties as they are aware local public health are working on this as well. The Center for Rural Health at UND has funding available to help hospitals with this process. We are getting ready to start the process in Logan County and the Center for Rural Health is taking the lead on this. On September 30th interviews will occur in Logan County and there will be a community meeting that evening where 750 surveys will be given out for distribution to residents in Logan County. Once the surveys have been received there will be another meeting in October to review the survey results. Wishek Hospital had already completed their plan when we started the process previously. Stutsman County will meet with Jamestown Regional Medical Center to start this process again. We continue to meet monthly with the community partners which are of great benefit to us.

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed and no corrections or additions were needed. Dr. Anderson made a motion to approve the minutes as read, seconded by Dean Entzminger. Motion carried by unanimous vote.

NARRATIVES:

The Narrative reports were reviewed and no additions or corrections were needed. Dr. Anderson made a motion to approve the narrative report, seconded by Laurel Haroldson. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

Dr. Jystad was absent so no health officer report was given.

Old Business:

1. Environmental Health-ACE Hardware, Logan County Courthouse, New Staff Person:

ACE Hardware: Marcie presented pictures of the ACE Hardware building at Board meeting today. We have been in contact with the landowner for the past two years regarding the demolition of this building as it is a health and safety hazard. We have been in contact with the owner and he stated he was trying to line up a contractor and would get back to us. A certified letter was sent to the owner in July of 2014 informing him that in accordance with ND Century Code he had 30 days to have the building taken down or this would be taken to the County who would remove the building and assess all costs to the landowner's taxes. Marcie received an email from the owner stating he was going to be in contact with a contractor and would let Marcie know when he had a date and we have not heard anything from him since then. A letter to the Stutsman County Commission directing the county to tear down the building and assess the cost to landowner's taxes was distributed to the Board and a request was made for Dr. Torrance to sign the letter. Marcie and Robin will be meeting with the Stutsman County Commissioner tomorrow regarding this. Discussion was held on whether this was a matter the township needed to deal with instead of the county and that would be determined by Stutsman County. Dean Entzminger made a motion to approve signing the letter requesting Stutsman County to take action on this building, seconded by Dr. Anderson. Motion carried by unanimous vote.

Logan County Courthouse: Marcie was contacted by an employee of the Logan County Courthouse with not only concerns with air quality issues but belief of cover up of health concerns. There are new employees who were never sick before who are now sick and long term employees there who have health issues who feel it is because of the building. There was apparently mold in the basement that was covered up or cleaned up and concerns of water in the elevator shaft. This employee tried to call the State Health Department to go around Central Valley but the State referred her back to us. We have done air quality testing with our detectors at the Stutsman County courthouse and can do air quality testing for Logan County as well. Marcie will go and do air quality testing at the Logan County Courthouse and Dean Entzminger will accompany her on the visit this week Thursday, September 18, 2014 at 9:30 a.m. If mold is found remediation options will be discussed with them. A letter will be sent to Logan County with the findings.

New staff person: Melissa Wilson started on September 2. She is out training on restaurant inspections and is doing a good job thus far.

2. Prevention Block Grant:

ND received additional funding from the Federal Government through the prevention block grant. The funds were available to local public health departments that have a CHA/CHIP. CVHD will receive \$23,000. CVHD plans to partner with Jamestown Public Schools to update the school wellness policies. Funds will be used for CVHD staff time and training of school staff. Denny Ova made a motion to approve the Prevention Block Grant, seconded by Darla Reed. Roll call vote: Reed, Entzminger, Ova, Anderson, Haroldson and Torrance voted aye. Motion carried by unanimous vote.

New Business

1. Million Hearts Grant:

North Dakota State Health Department submitted this grant to ASTHO (association of state and territorial health officials). This is a \$140,000 grant for 9 months. CVHD was asked to participate and would receive \$63,825 to connect our EMR to the NDHIN. Also for staff time to create super-uses with the nursing staff and provide a method to communicate with providers on clients with hypertension. Dean Entzminger made a motion to approve the Million Hearts Grant, seconded by Laurel Haroldson. Roll call vote: Ova, Anderson, Haroldson, Torrance, Reed, Entzminger voted aye. Motion carried by unanimous vote.

2. Gaining Ground:

CVHD received this grant from the ND State Health Department – the funding will be used to assist local public health agencies interested in public health accreditation. CVHD would provide technical assistance on documentation selection to agencies in ND who want to apply for accreditation. Total grant amount is \$19,252.00 for staff time for Tami and Robin. Denny Ova made a motion to approve the Gaining Ground grant, seconded by Dean Entzminger. Roll call vote: Anderson, Haroldson, Torrance, Reed, Entzminger and Ova voted aye. Motion carried by unanimous vote.

3. WIC Budget 2014-2015:

The WIC contract for 2014-2015 was received for \$92,000.00 this year which is a \$1,000.00 decrease from last year. Funding is dependent on number of clients seen. The grant has Anita is at 70% time, Finance Department at 1.5%, Julie 23%, Robin 0.5% and Beth at 1%. \$83,128.00 is for staff and \$8872.00 goes to program expenses. Julie's time had to be slightly decreased to make the budget balance and this time difference will be picked up by the Tobacco program as she also works in that program. Dr. Anderson made a motion to approve the 2014-2015 WIC budget, seconded by Denny Ova. Motion carried by unanimous vote.

4. Flu Shot prices:

Discussion was held regarding pricing for flu shots for 2014-2015. Robin is requesting Board approval to charge the following: Regular Flu \$45.00 – Quadrivalent, Flu Mist \$51.00 and High Dose \$62.00. Dean Entzminger made a motion to approve the flu shots prices, seconded by Laurel Haroldson. Motion carried by unanimous vote.

5. Approval of Expenditures-August:

Board reviewed the August expenditures and Dr. Anderson made a motion to approve, seconded by Darla Reed. Motion carried by unanimous vote.

6. Approval of Profit and Loss Statements-August:

Board reviewed the August Profit and Loss Statements. Dr. Anderson made a motion to approve, seconded by Darla Reed. Motion carried by unanimous vote.

7. Other:

Discussion was held regarding upcoming Board meetings due to may not needing to meet and Board meetings landing on holidays. Board will not meet in October. Future meeting dates will be November 17th, December 15th, no meeting in January and February 23rd.

Robin and Tami reported they are looking at holding a Legislative Day with new legislators on November 20th. More information to come and Board members are welcome to attend.

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COMITTEE REPORTS:

- a. Personnel Committee: No further report.
- b. Finance Committee: No further report.
- c. Program Committee: No further report.

Meeting adjourned as there was no further business.

Respectfully submitted,

Dr. Philip Jystad, MD
Health Officer
Beth Schwartz, Secretary