

**CENTRAL VALLEY HEALTH DISTRICT**  
**BOARD MEETING MINUTES**  
**December 15, 2014**

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

**MEMBERS PRESENT:** Dr. Torrance Laurel Haroldson Dennis Ova Dean Entzminger Cynthia Schaar  
Dr. Anderson Darla Reed

**MEMBERS ABSENT:** Heidi Larson Dr. Jystad

**OTHERS PRESENT:** Robin Iszler Tami Dillman Marcia Bollingberg Marcie Bata Beth Schwartz

**INSERVICE-Audit Report-Schauer and Associates:**

Linda from Schauer and Associates presented the Audit Report to Board members and a copy was distributed. An overview of the Audit was presented. The Auditors review the basic Financial Statements and Supplementary but cannot offer an opinion. An abbreviated comparison of net position is included in the Audit Report. The Audit did not note any material weaknesses or deficiencies in Internal Control and there was no non-compliance issues noted with compliance with other matters and no non-compliance was noted to major Federal programs but no opinion was expressed as they do not have knowledge of the laws involved. Linda reported the threshold for Federal Expenditures has been increased from \$500,000.00 to \$750,000.00 for a single audit. The Auditors will be required in the next reporting period to look at the Net Pension liability for any governmental unit. They are unaware what the number will be but the report will show a liability for the percentage Central Valley Health is responsible for based on total covered payroll. Dean Entzminger made a motion to approve the Audit report, seconded by Laurel Haroldson. Roll call vote: Reed, Haroldson, Anderson, Schaar, Ova, Entzminger and Torrance voted aye. Motion carried by unanimous roll call vote.

**MINUTES OF THE PREVIOUS MEETING:**

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

**NARRATIVES:**

The Narrative reports were reviewed and no additions or corrections were needed. Darla Reed 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 report was given.

**Old Business:**

**1. Environmental Health-updates-MOU State Health Food and Lodging:**

Robin reported we had signed an MOU with State Health Food and Lodging in February of 2014. The State Health Department Food and Lodging division was audited by OMB and there are some additional reporting requirements which may increase the number of inspections that are provided to food and lodging establishments which would increase the number of inspections we would be doing. This would result in another employee needing to be hired as we would need to make 287 additional inspections each year. We could hire someone who would be working solely with inspections. Robin has told the Department of Health we will not sign a new MOU until this has been worked out and additional funding will be requested of the Legislature.

**2. Other:**

None at this time.

**New Business**

**1. Tobacco Raise It for Health resolution:**

The Tobacco is requesting support for a resolution for the tax increase of \$2.00 per pack which will be taken to the Legislation. The increased taxes could be used for Chronic Disease Management activities or may go to Local Public Health but this is still being worked out. Dr. Anderson made a motion to approve support for the resolution as outlined above, seconded by Dean Entzminger. Motion carried by unanimous vote.

**2. Additional contracts Received:**

a. **TB contract:** We received the TB contract in the amount of \$900.00 which is the usual amount received.

Funding is based on number of people seen

b. **West Nile:** The West Nile contract was received in the amount of \$3,000.00. The majority is used for Marcie's time and some advertising costs.

Laurel Haroldson made a motion to approve the TB contract and West Nile contract, seconded by Cyndi Schaar. Roll call vote: Haroldson, Anderson, Schaar, Ova, Entzminger, Torrance, Reed voted aye. Motion carried by roll call vote.

**3. Title III Grant Extension-restricted to \$26,000.00:**

We usually receive \$52,000.00 and an extension was granted. We do these services in Stutsman, McIntosh, Sargent and LaMoure counties for foot cares blood pressures, medication set up and home visits. We pay a portion to partner counties based on service units. Denny Ova made a motion to approve the Title III grant extension, seconded by Darla Reed. Roll call vote: Anderson, Schaar, Ova, Entzminger, Torrance, Reed and Haroldson voted aye. Motion carried by unanimous roll call vote.

**4. HIV/Hep C Grant Submission-Regional Approach:**

Robin reported to the Board that the grant this year has been put out as a competitive grant process. The State Health Department wants to increase services in rural areas in the state. The funding generally comes to the Family Planning program and services are provided in Barnes and Foster Counties also. Robin has checked with our regional partners and they are interested in partnering on these services. We are paid based on number of tests done. Robin will keep the Board apprised.

**5. Recognition of Board Members Years of Service:**

Robin recognized Board members for years of service as follows: Heidi Larson 4 years, Dean Entzminger 5 years, Laurel Haroldson 6 years, Cynthia Schaar 8 years, Darla Reed 10 years, Dennis Ova 12 years, Dr. Anderson 15 years and Dr. Torrance 23 years.

**6. Updates on Programs-Million Hearts Project:**

Robin passed around information she researched on how to better measure blood pressures and referrals to physicians. 1 in 3 adults have high blood pressure and North Dakota has 2 sites, Central Valley and Southwest District Health that are working on 9 month projects to decrease the number of heart attacks. There are several errors in taking blood pressure causing over diagnosis or misdiagnosis of high blood pressure and the correct way to accurately measure was discussed. We found several individuals at a community screening with elevated blood pressures and the next step is to go back and recheck in a different setting. Sanford Health is also changing their protocols for testing and treating.

**7. Legislative Session 2015:**

A list of priorities SACCHO has developed was discussed. Local State Aid is at the top of the list along with increases for food and lodging inspections, Immunizations, Regional Network projects, Infectious disease, Tobacco related issues and others. Last session attempts were made to change the septic system codes to get them under the State Health Departments and this will be attempted again.

**8. Family Planning Nurse Practitioner:**

The Family Planning Nurse Practitioner, Bethany Mello, has turned in her resignation and will be leaving in June as she will be moving back to Idaho with her family. Robin will be looking at this further after the first of the year. The position is currently paid at a higher salary with no benefits.

**9. Approval of Expenditures-November:**

Board reviewed the November expenditures and Dr. Anderson made a motion to approve, seconded by Dean Entzminger. Motion carried by unanimous vote.

**10. Approval of Profit and Loss Statements-November:**

Board reviewed the profit and loss statements and Laurel Haroldson made a motion to approve, seconded by Darla Reed. Motion carried by unanimous vote.

**11. Other:**

The Tobacco department is requesting 2 small changes to the home visit policy. The first change would be to add that the client agrees not to engage in the use of tobacco products or e-cigarettes during the home visit and would apply to anyone present in the home during the visit. The second change would be to add that client could be discharged for failure to comply with tobacco free policy at home visit. Darla Reed made a motion to approve the changes to the Home visit policy as outlined above, seconded by Dean Entzminger. Motion carried by unanimous vote.

Next Board Meeting will be February 23, 2015 due to holidays in January and on regular Board date in February.

**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