

**CENTRAL VALLEY HEALTH DISTRICT**  
**BOARD MEETING MINUTES**

The CVHU Board met at noon on Tuesday, April 28, 2015 at the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

**MEMBERS PRESENT:** Dr. Torrance Darla Reed Laurel Haroldson Denny Ova Dr. Anderson  
Heidi Larson

**MEMBERS ABSENT:** Dean Entzminger Cynthia Schaar Dr. Jystad

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

**INSERVICE-Welcome Accreditation Team:**

Robin welcomed the Public Health Accreditation team who will be observing the Board meeting and then will ask questions of the Board members.

**MINUTES OF THE PREVIOUS MEETING:**

The minutes of the previous meeting were reviewed and no corrections or additions were needed. Denny Ova 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. Laurel Haroldson made a motion to approve the narrative report, seconded by Denny Ova. Motion carried by unanimous vote.

**HEALTH OFFICER REPORT:**

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

**Old Business:**

**1. Environmental Health Updates:**

Updates were given to Board regarding issues discussed at the February Board meeting. Marcie reported C&R was agreeable to the earlier conditions voted on by the Board that they would be allowed to continue to operate provided they meet seating requirement and future requirements. A mailing address has been obtained for the owner of the Suko property and a letter was sent with no response received to date and the installer is replacing the tank at the Kallenbach property as it was their error. All septic system installers have paid their fees and been relicensed for 2015.

**2. Environmental Health Position-update:**

Lakken Paulsrud has been hired for the Environmental Health Practitioner. She started on April 20<sup>th</sup>. Robin contacted Darla and Denny after the interview and Board had granted Robin permission to hire for the position.

**3. Tobacco Mini Grant Received:**

Robin reported that we received a Tobacco Mini grant for \$3,154 for computers and a printer for program staff. This includes 50% for Robin and Julie and 100% for Nancy's computers. Old computers will be rotated to staff to update computers in our office. Laurel Haroldson made a motion to accept the additional tobacco funds, seconded by Denny Ova. Roll call vote: Reed, Torrance, Haroldson, Ova and Larson voted aye. Motion carried.

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### **4. Updates on Legislative Session:**

Robin reported the Legislation approved \$250,000.00 in State Aid per biennium for Local Public Health excluding the oil producing counties.

### **5. Other:**

None at this time.

## **New Business**

### **1. Community Health Improvement Plan meeting:**

The meeting will be Thursday, May 7<sup>th</sup>, from 1 p.m. to 5 p.m. at the Law Enforcement Center. New priorities will be set at that time. Board will be updated at later date.

### **2. Ryan White Contract:**

Robin reported that we received the Ryan White contract for 2015-2016. The contract is for \$8,500 for staff time at \$40.00 and for the Ryan White services we provide. The previous contract ended. This year there is a little more allowed for our local staff time and we can recoup costs for accountant and administration. Dr. Anderson made a motion to approve the Ryan White contract, seconded by Laurel Haroldson. Roll call vote: Torrance, Reed, Haroldson, Ova, Anderson, Larson voted aye. Motion carried.

### **3. Family Planning contract changes:**

Robin reported that we received an updated contract for Family Planning that includes and additional \$3,657 due to the State having additional funding from unfilled State positions. The amount will be used in salaries. Darla Reed made a motion to approve the changes to the Family Planning contract, seconded by Denny Ova. Roll call vote: Haroldson, Ova, Anderson, Larson, Torrance and Reed voted aye. Motion carried.

### **4. Employee benefits:**

Robin distributed a copy of current employee benefit information. Health Insurance will be changing to Sanford Health effective July 1 with a 15% increase in premiums. A survey of what employees would like to see for benefits was put in employee mailboxes. Robin will bring requests to Board meeting at the May meeting.

### **5. PERS changes:**

Tami reported there will be no changes to the Retirement plan for this biennium.

### **6. Pledge of Assets:**

Tami reviewed the current pledge of assets we have larger cash balances on hand due to money from mil levy payments. Finance Committee reviewed the information. Pledges are adequate for coverage of current assets.

### **7. Approval of Expenditures-March:**

Finance Committee reviewed the March Expenditures. Dr. Anderson made a motion to approve the March Expenditures, seconded by Darla Reed. Roll call vote: Ova, Anderson, Larson, Reed, Haroldson, Torrance voted aye. Motion carried.

### **8. Approval of Profit and Loss-March:**

Finance Committee reviewed the March Profit and Loss and recommended full Board approval. Denny Ova made a motion to approve the Profit and Loss statements, seconded by Laurel Haroldson. Motion carried.

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### **9. Other:**

Next Board meeting will be Monday, May 18, 2015 at noon at Central Valley Health District.

Robin asked the Board to consider drafting a letter to the editor in favor of the Two Rivers Activity Center as the Community Health Partnership has priorities for Obesity and Physical Activity. Discussion was held regarding the possibility of controversy favoring one business over others that provide similar services. Laurel Haroldson made a motion for Robin to send a copy of the letter to the editor in support of informed consent and a reminder to vote to Board members if they wish to sign, seconded by Dr. Anderson. Roll call vote: Larson, Anderson, Torrance, Reed, Ova and Haroldson voted aye. Motion carried.

### **COMITTEE REPORTS:**

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

Denny Ova made a motion to adjourn the meeting, seconded by Darla Reed. Motion carried and meeting adjourned as there was no further business.

Respectfully submitted,

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