

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

The CVHU Board met at noon on Monday May 20, 2015 at the conference room at Central Valley Health District. Darla Reed, called the meeting to order.

**MEMBERS PRESENT:** Dr. Torrance Darla Reed Cynthia Schaar Denny Ova  
Heidi Larson per phone, Dean Entzminger

**MEMBERS ABSENT:** Laurel Haroldson, Dr. Ed Anderson Dr. Jystad

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

**INSERVICE-Community Health Assessment:**

Robin gave a short presentation on the community health assessment data that was presented during the community meeting on May 7, 2015.

**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 Dean Entzminger. 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 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:**

Robin presented a letter from Josh with Scherbenske Inc regarding Kallenbach property he is asking for a variance to the sewer ordinance. After discussion about the property, a motion was made by Darla Reed to send a letter to Scherbenske Inc. and instruct them to replace the tank on the Kallenbach property by November, 2015. Motion was seconded by Cyndy Schaar. Motion carried.

**2. Employee Benefits:**

Robin reported that she had surveyed staff regarding employee benefits and staff are requesting a cost of living increase other suggestions by staff include summer hours, and additional days off. Robin also reviewed the salary schedule and made a couple recommendations for salary schedule increases to secretary positions and the director of nurses position. Motion was made by Dean Entzminger to approve a cost of living increase at 3% and to move two staff secretaries from grade 7 to grade 9 and to move the DON position to a Grade 22. Changes would be effective end of June 2015 for the first pay check in July 2015. Motion was seconded by Cyndy Schaar. Motion carried.

**3. Other:**

None at this time.

**New Business**

**1. WIC contract amendment**

Robin reported we received a slight increase to the WIC contract. \$2,170. This is for staff training on the new computer system and also for signature pads for signing electronically. Motion made by Darla Reed to approve the WIC contract and seconded by Denny Ova. Motion Carried.

**2. Public Water Supply Contract:**

Robin reported that we received the two year contract for our work with public water supply. The total for two years is 8,442 and we need to match \$2,814. Motion made to approve the public water supply contract by Dean Entzminger and seconded by Denny ova. Motion Carried.

**3. Nursing position opening:**

Robin reported that we are advertising for the position of registered nurse. We have a couple applications and we plan to hire by the end of the week. Approval given to hire for the position after consulting with Darla and Denny personnel committee members. Motion made by Cyndy Schaar and seconded by Dean Entzminiger to approve hiring for the position by the personnel committee. Motion Carried.

**4. CD and CD rates:**

Tami did some research on current interest rates and CD's for investing CVHD funds. It was decided to leave the funds where they are at this time.

**5. Approval of Expenditures- April:**

Finance Committee reviewed the March Expenditures. Cyndy Schaar made a motion to approve the March Expenditures, seconded by Darla Reed.

**6. Approval of Profit and Loss-April :**

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 Cyndy Schaar . Motion carried.

**7. Next meeting** will be July 20, 2015 with no June meeting.

**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