

CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES

The CVHD Board met at noon on Monday, February 22, 2016 at the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

MEMBERS PRESENT: Dean Entzminger Laurel Haroldson Denny Ova Heidi Larson
Cynthia Schaar Darla Reed Dr. Torrance

MEMBERS ABSENT: Dr. Jystad Dr. Anderson

OTHERS PRESENT: Robin Iszler Tami Dillman Dianna Pollert Kaylee Lang
Chris Olson from the Jamestown Sun was present for the Inservice

INSERVICE- Kaylee Lang presented the results of the Substance Abuse Survey of adults in the community and middle school/high school students, which was done as part of the SPF SIG grant program.

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. Cynthia Schaar made a motion to approve the narrative report, seconded by Laurel Haroldson. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

Dr. Jystad was absent and no report was given, however Robin reported that she spoke to him on Friday and updated him on work at CVHD.

Old Business:

1. **Environmental Health:**

Marcie Bata was absent. A written report was presented. There has been no reply to the two letters sent out in Logan County. The next step would be sheriff's letters.

2. **Jail Nursing:**

Robin updated the jail nursing discussion and what has happened over the past several months with this discussion. In January 2016 Robin talked with Casey Bradley. He states they are still interested in a partnership and states that things at the jail with the current staff are doing better. They are still looking at possible succession planning and possible expansion of the jail. They have policy and training needs as well expanded staffing hours as part of their future needs. Robin stated maybe it could be possible to hire a nurse practitioner for the jail if they did some recruitment. The next step would be looking at long-range plans, policies, training and needs for future jail nursing. Robin will send a letter to Stutsman County Auditor to inform him that Central Valley Health is requesting that a committee of representatives from both agencies be formed to discuss future plans for jail nursing services.

Previously Central Valley had recommended the following people represent the Health District on a committee: Cynthia Schaar, Denny Ova, Darla Reed, Marcia Bollingberg and Robin Iszler. A motion was made by Cynthia Schaar seconded by Denny Ova. Motion carried by unanimous vote.

New Business

1. **CVHD Annual Report:**

Robin presented the annual report, summarizing CVHD activities for 2015 and comparing with 2014.

2. **State Health Department Budget Cuts:**

State Health Department budget cuts of \$2 million are required, and \$1.6 million of that cut will come out of the Universal Vaccine program. There had been state funding for all immunizations for children, regardless of insurance coverage. With these cuts, Central Valley will go back to purchasing private vaccine and billing insurance companies for clients who have insurance. Those without health insurance or on Medicaid will still have access to the federal vaccines. This will cause more local inventory management on our part and more billing work for insurance.

3. **TB Contract:**

CVHD received \$900.00 for this based on the number of clients we test or provide INH medication for.

4. **Prevent Child Abuse (CAP) grant:**

This was received in the amount of \$1,500.00. There will be a promotion in the month of April. There will be a pinwheel garden and media promotion about preventing child abuse.

5. **Million Hearts 360 contracts:**

Three grants were received as follows: First \$63,825.00; second \$8,497.00; third \$24,600.00. These grants are being used to connect to the North Dakota Health Information Network (HIN), for blood pressure testing and training, and the Hearts 360 program. A motion to accept the CAP and Million Hearts grants was made by Heidi Larson, seconded by Denny Ova. Roll call vote: Haroldson, Reed, Ova, Entzminger, Schaar, Torrance, Larson voted yes. Motion carried.

6. **Narrative report:**

A change was made to the narrative report format to be able to include more of the day-to-day activities performed by the staff. These will be listed under "Other activities".

7. **Strategic planning survey:**

The survey monkey was sent out and 4 have been completed so far. The results will be compiled and discussed at the next meeting. An additional meeting could be held to discuss board governance strategic planning if the board members would like.

8. **Engagement letter:**

This was received from Schauer and Associates. The cost for 2016 will be \$16,200.00. Last year the cost was \$15,400.00. A motion was made by Cynthia Schaar to accept this letter of engagement, seconded by Laurel Haroldson. Motion carried by unanimous vote. Heidi Larson abstained from voting due to conflict of interest.

9. **Financial updates:**

Pledges/carryover were reviewed. First Community Credit Union has changed their pledge to the Bank of North Dakota. The first property tax payment has been received. The general fund balance as of June 2015 was \$957,566.00. There is a good increase in reserves and this is necessary in case of possible changes in funding or a public health emergency. Laurel Haroldson made a motion, second by Darla Reed to approve the Pledges/Carryover. Roll call vote: Haroldson, Reed, Ova, Entzminger, Schaar, Torrance, Larson voted yes. Motion carried.

10. **Approval of Expenditures and Profit and Loss: December/January**

Expenditures and Profit and Loss for December/January were reviewed. Cynthia Schaar made a motion, second by Denny Ova to approve December/January Expenditures and Profit and Loss. Roll call vote: Haroldson, Reed, Ova, Entzminger, Schaar, Torrance, Larson voted yes. Motion carried.

11. **Other:** Robin provided a copy for her evaluation and asked members to complete and send to Darla Reed who will return it next month with a tally sheet and each member's original response.

COMITTEE REPORTS:

a. Personnel Committee: No further report.

b. Finance Committee: The finance committee met on February 19, 2016. The report was presented and reviewed.

c. Program Committee: No further report.

Next meeting: The next board meeting will be Monday, March 21, 2016 at noon.

Meeting adjourned as there was no further business.

Respectfully submitted,

Dr. Philip Jystad, MD

Health Officer

Dianna Pollert, Secretary