

CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES
MARCH 20, 2017

The CVHU Board met at noon on Monday, March 20, 2017 at the conference room at Central Valley Health District. Darla Reed, Vice Chairperson, called the meeting to order.

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

MEMBERS ABSENT: Dr. Jystad

OTHERS PRESENT: Robin Iszler Tami Dillman Marcie Bata Dianna Pollert Marcia Bollingberg
Dave Schwartz, Stutsman County Commissioner

INSERVICE: Robin reviewed the CVHD Annual Report for 2016.

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, second by Dean Entzminger. Motion carried by unanimous vote.

NARRATIVES:

Robin stated that there is a new online program to compile the data for the graphs in the narrative report. This will be used in the future so the reports may appear in a different format. The narrative reports were reviewed and no additions or corrections were needed. Dean Entzminger made a motion to approve the narrative report, second by Denny Ova. Motion carried by unanimous vote.

HEALTH OFFICER REPORT: No report.

Old Business:

1. Environmental Health—Lakeview Meadows discussion:

Present during the discussion was Dave Schwartz, County Commissioner. The board had directed Kevin Dunwoodie to bring the on-site sewer system into compliance with Regulation #2 or provide us with information to support the system. Lakeview Meadow's system is not installed per regulation #2, due to the type of backfill used during the installation. No new information has been received regarding the issue. Dave Schwartz, Stutsman County Commissioner, spoke to the Board. He requested that the Board grant a variance to Lakeview Meadows. Discussion was held regarding liability issues if the variance is granted. Cynthia Schaar has researched liability issues. She presented information regarding governmental liability, which states that a political subdivision would not be held liable for issues related to licensing. The plan for the system was approved by the state but no permit was applied for at Central Valley prior to installing the system. A motion was made by Denny Ova to grant the variance for the Lakeview Meadows septic system and to monitor the system, second by Cynthia Schaar. Further discussion was held. Dr. Torrance made an amended motion as follows: Lakeview meadows will be granted a variance for their on-site septic system the following stipulation language added to the variance: Lakeview Meadows is responsible for monitoring the on-site septic system for possible failure, Lakeview Meadows assumes all liability for the on-site septic system, this variance is not transferrable in the event of a change of ownership. Roll call vote: Haroldson, Reed, Torrance, Larson, Ova, Entzminger, Schaar voted yes. Motion carried.

2. Training scheduled for Licensing Installers:

All licensed installers were contacted for this training and some will be coming from around the state. This training is scheduled for Thursday, March 23. The Technical Review Board is in the process of

reviewing several standards regarding distribution media (drain fields).

Laurel Haroldson left the meeting at this time.

3. On-Site Septic Ordinance—Second Reading:

The second reading was held. A motion was made by Heidi Larson to approve the On-site Septic Ordinance, second by Denny Ova. Roll call vote: Reed, Torrance, Larson, Ova, Entzminger, Schaar voted yes. Motion carried.

4. Fridge for Logan County:

This has been ordered.

5. Payroll Outsourcing:

The staff was surveyed regarding the monthly payroll. Robin reported that half of the staff members surveyed voted in opposition to the monthly payroll. The cost savings is approximately \$3,000.00 for monthly payroll versus biweekly. The exact timing of the new payroll system is unknown at this time. A motion was made by Heidi Larson to implement payroll outsourcing with monthly payroll. Roll call vote: Entzminger and Schaar voted no, Reed, Torrance, Larson, Ova voted yes. Motion carried.

New Business:

1. Staff Benefits:

A. At this time employees are granted one day of personal leave in addition to their annual leave. Robin requested that the personal leave day should be combined into the annual leave. She also proposed eliminating the 3 emergency days and expanding family sick days to 10 from 5. A motion was made by Dean Entzminger to roll the personal day into annual leave, eliminate the 3 emergency days and increase family sick leave to 10 days, second by Darla Reed. Roll call vote: Reed, Torrance, Larson, Ova, Entzminger, Schaar voted yes. Motion carried.

B. Information was reviewed regarding CVHD benefits and the cost of retirement benefits, health insurance, and cost of living increases (projected costs). Currently CVHD pays 12% for the pensions and the employee pays 3%. This could be changed to the NDPERs required 8% by CVHD and 7% by the employee. Health insurance may increase by 12%. Cost of living increases could be 1-3%. No action needs to be taken at this time.

2. Legislative updated and Federal level program changes:

The Center for Tobacco has been eliminated. The health departments are scheduled to receive \$6.5 million; \$5.5 million for tobacco prevention and \$1 million for state aid which is more flexible.

3. Approval of Expenditures—February:

Cynthia Schaar made a motion to approve the expenditures for February, second by Darla Reed. Roll call vote: Reed, Torrance, Larson, Ova, Entzminger, Schaar voted yes. Motion carried.

4. Approval of Profit and Loss—February:

No grants ended in February.

5. Next meeting:

Monday, April 17, 2017 at noon

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,

Philip Jystad, MD
Health Officer
Dianna Pollert, Secretary