

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

MARCH 19, 2018

The CVHD Board met at noon on Monday, March 19, 2018 in the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

MEMBERS PRESENT:

Dean Entzminger	Heidi Larson	Denny Ova
Cynthia Schaar	Darla Reed	Dr. Torrance

MEMBERS ABSENT: Laurel Haroldson

OTHERS PRESENT:

Robin Iszler	Tami Dillman	Marcie Bata	Dianna Pollert	Marcia Bollingberg
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INSERVICE: Robin reviewed the Logan County Community Health Profile data which compares Logan County health statistics with the state of North Dakota.

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:

The Narrative reports were reviewed and no additions or corrections were needed. Darla Reed made a motion to approve the narrative report, second by Dean Entzminger. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

Dr. Torrance signed the VFC contract and this was submitted. The Title III contract was also sent in.

Old Business:

1. Environmental Health:

A. Certified letters: Marcie is waiting for responses to the certified letters that were sent as discussed in the February Board meeting. The recipients have 30 days to respond.

B. Camp regulations and inspections: Marcie checked with First District Health in Minot. They inspect and license camp kitchens and lodging facilities. Camps in this area are not inspected. It is unclear how many camps would need to be inspected. The Board recommended finding out how many camps are in the area that serve food and provide lodging. Further discussion will be held when this information is available.

C. Penalty fees: Marcie reported that so far the penalty fees have helped with pool compliance. Discussion was held regarding pools that submit samples late, are charged a late fee, and still do not pay. A motion was made by Cynthia Schaar to charge a 50% penalty on the unpaid late fee starting April 1, then if still not paid, another late fee 30 days after the due date of each bill, second by Denny Ova. Roll call vote: Denny Ova, Darla Reed, Cynthia Schaar, Dr. Torrance, Heidi Larson, Dean Entzminger all voted yes. Motion carried.

C. Excess garbage piled up at a residence: There is still a question as to who is in charge of the deceased resident's property. Nicole Meland, county auditor, told Robin to let her know how the Board would like to proceed with cleanup of the garbage. There may be someone interested in the property. A motion was made by Cynthia Schaar, second by Dean Entzminger, to send a letter to the Stutsman

County directing them to proceed with cleaning up the trash piled up outside the residence. Motion carried by unanimous vote.

New Business:

1. **Advanced Care Planning training:** The nurses attended a very informative training on Advance Care Planning at Edgewood on March 13. Some of the nurses are now facilitators, so they can talk to people about their wishes and help them make their wishes known. Robin would like to have a community group which could meet and assist people with getting this information into their medical records. The form used was “Honoring Choices”. The issue of CPR was also discussed, as CPR can have adverse outcomes in the elderly and is only 17% effective in the elderly.
2. **Storefront Improvement Grant:** The JSDC and county are working on the possibility of a storefront improvement grant. This is a matching grant program to help businesses have a more attractive storefront in downtown Jamestown. Robin has received an estimate on awnings for the CVHD building which would cost approximately \$13,000. For the match, 50% of the amount would be forgiven. This grant is not in place yet. A motion was made by Heidi Larson to approve the grant if it becomes a reality, second by Denny Ova. Motion carried by unanimous vote.
3. **Approval of Expenditures – February 2018:**
A motion was made by Heidi Larson, second by Darla Reed to approve the expenditures for February. Roll call vote: Dean Entzminger, Darla Reed, Heidi Larson, Denny Ova, Dr. Torrance all voted yes. Motion carried
4. **Approval of Profit and Loss – February 2018:**
No grants ended in February. Darla Reed made a motion to approve the profit and loss for February, second by Denny Ova. Motion carried by unanimous vote.
5. **Other:** A: Robin has some brochures for well water safety if anyone is interested.
B: Security issues were discussed. There are several security measures in place at CVHD and a consultant has done a security assessment on two occasions and changes were made based on the assessment. Staff participate in various drills throughout the year.

NEXT MEETING: Monday, April 16, 2018

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,

James Torrance, MD
Health Officer
Dianna Pollert, Secretary