

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

September 17, 2018

The CVHD Board met at noon on Monday, September 17, 2018 in the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

MEMBERS PRESENT:

Dean Entzminger Laurel Haroldson Heidi Larson Denny Ova
Darla Reed Dr. Torrance

MEMBERS ABSENT: Cynthia Schaar

OTHERS PRESENT:

Robin Iszler Tami Dillman Marcie Bata Dianna Pollert Marcia Bollingberg
Shannon Kaiser

Robin announced that Jamestown received the “Mobilizer Award” presented by Gov. Doug Burgum. Tami and Robin are part of the Main Street Coalition. The Main Street Awards are a collaborative effort of the Office of the Governor, the North Dakota Department of Commerce and the North Dakota League of Cities. A selection committee made up of the collaborating agencies and partners judged the entries to make final awards. Jamestown received the Mobilizer Award for the Get Fit & Explore initiative and Safe Routes to School. Tami Dillman was at the League of Cities convention on Friday in Grand Forks as part of the group that received this award.

INSERVICE: Robin and Shannon gave a presentation at the school regarding alcohol and tobacco. They summarized this presentation for the Board today. Robin presented information regarding e-cigarettes, which have become very popular with kids and can be used in many forms, disguised as common items such as flash drives or inhalers. These items are being marketed to youth even though they are very dangerous. The Health Department is looking into raising the legal age to buy tobacco products to 21. Shannon spoke about underage drinking, with kids using many items to disguise alcohol also. Alcohol is the #1 drug of choice for abuse by youth. Statistics show a high percentage of kids who are binge drinking in Jamestown. Kids most commonly obtain alcohol at home or through someone they know who is over 21. Education is being focused on parents and other adults who supply kids with alcohol.

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 Denny Ova. 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 Laurel Haroldson. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

Discussion has been held on working with the clinics for such services as flu shots and Coumadin clinics. Marcia will be scheduling a meeting.

Old Business:

1. **Environmental Health:**

A: Larson Dairy in Cleveland has not sent in holding tank pumping receipts. A certified letter has been sent on 8/1/18 with no response. A motion was made by Denny Ova to send a sheriff's letter to the property owner, second by Dean Entzminger. Motion carried by unanimous vote.

B. 3864 Frontage Rd Dr., Jamestown, a hold tank was self-installed but it has no alarm system. There is a \$50 penalty for permitting after installation. A motion was made by Laurel Haroldson, second by Heidi Larson to allow the permit once an alarm has been installed and system installed correctly Motion carried by unanimous vote.

C. Ypsilanti Bar and Grill, no pumping receipt. A certified letter was received 8/31/18, no response yet. Darla Reed made a motion to refer this matter to the State's Attorney if no response is received by 9/30/18, second by Dean Entzminger. Motion carried by unanimous vote.

D. 2176 hwy 20 –Buchanan self-installed system does not meet requirements. A certified letter was received 8/21/18, no response yet. Darla Reed made a motion to refer this matter to the State's Attorney if no response is received by 9/21/18, second by Dean Entzminger. Motion carried by unanimous vote.

2. **Other:**

Excavation Services has paid the \$125 fee and their license has been reinstated on a probationary status.

New Business:

1. **Tobacco Resolution:**

Robin presented a Resolution to Raise North Dakota's Tobacco Tax from Tobacco Free North Dakota. The tax could be increased by \$1.50 to a total tax of \$1.94. A motion was made by Denny Ova that the CVHD Board will sign the resolution, second by Darla Reed. Motion carried by unanimous vote.

2. **Chronic Disease Grant received:**

This grant of \$40,000 has been received. These funds will pay for a JSDC intern to help us continue our work with the Main Street group, and to fund part of Robin's salary for Diabetes Prevention. A motion was made by Laurel Haroldson to accept the Chronic Disease Grant of \$40,000. Roll call vote: Denny Ova, Dean Entzminger, Darla Reed. Heidi Larson, Dr. Torrance, Laurel Haroldson all voted yes, motion carried.

3. **CVHD credit card updates:**

Robin and Marcia had credit cards for the office with their names on them, meaning they could have liability. The cards will be changed to Community Cards and the credit limit was increased to \$20,000 between the two cards.

4. **Strategic Plan updates 2018:**

Employees were asked to make suggestions for opportunities for improvement, both internal and external, and to define Family and Social Support. This work will help management update the strategic plan. The list of suggestions and opportunities was given to the Board for review.

5. **Roof Inspection – suggestions:**

An email was received from the insurance company regarding having regular roof inspections. Discussion was held regarding possibilities of having a roof inspection done. Robin will look into options for getting the roof inspected.

6. **Flu shot prices:**

Regular flu shots are \$50.00 if billed to insurance \$30.00 cash price, child 6-35 months is \$60.00, and the high dose is \$84.00. The child and high dose went up slightly due to the cost of the vaccine.

7. **Approval of Expenditures-August:**

A motion was made by Laurel Haroldson to approve the expenditures for August, second by Heidi Larson. Roll call vote: Denny Ova, Dean Entzminger, Darla Reed. Heidi Larson, Dr. Torrance, Laurel Haroldson all voted yes, motion carried.

8. **Approval of Profit and Loss-August:**

Two contracts ended in August. Family planning total was \$101,842, exceeded due to depression screening being done for suicide prevention. Most expenses were under what was budgeted. Total revenue \$334,283.06 and expenses \$273,570.60 (budget \$352,706). PFS grant revenue was \$152,855.65 plus \$4000 for training reimbursed by the county, for total revenue of 157,855.65. A motion was made by Dean Entzminger, second by Darla Reed. Motion carried by unanimous vote.

NEXT MEETING: Monday, November 19, 2018. The Board will not meet in October.

Meeting adjourned as there was no further business.

Respectfully submitted,

James Torrance, MD
Health Officer
Dianna Pollert, Secretary