

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

NOVEMBER 19, 2018

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

MEMBERS PRESENT:

Dean Entzminger Laurel Haroldson (by phone) Heidi Larson Denny Ova
Darla Reed Dr. Torrance

MEMBERS ABSENT: Cynthia Schaar

OTHERS PRESENT:

Robin Iszler Tami Dillman Marcie Bata Dianna Pollert Marcia Bollingberg

INSERVICE:

None

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed. Two corrections were made. (1) On #8: Removed the dollar amount regarding the family planning grant. (2) The correct amount of the PFS grant revenue was \$153,855 (not \$152,000). Dean Entzminger made a motion to approve the minutes as corrected, 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 Dean Entzminger. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

No report. Dr. Torrance will be meeting with the nurses on Wednesday, November 21 at 11:30.

Old Business:

1. **Environmental Health:**

A. Napoleon property 6381 Hwy 3 (Pfeifle/Wald) Logan County: Failed OSTs inspection. A certified letter was sent requesting notification of an installer's name and scheduled date for repair. They stated they would work with us but no response has been received. Another certified letter could be sent to them requesting the name of their installer and schedule in 2019 for repair, or the matter could be referred to the State's Attorney.

B. Eldridge property 201 (Vandal) Stutsman County: Failed OSTs inspection, certified letter was sent requesting notification of an installer's name and scheduled date for repair, no response was received. Another certified letter could be sent stating that if we do not hear from them regarding the installer/plan for repair, the matter will be referred to the State's Attorney. A motion was made by Dean Entzminger, second by Darla Reed, to send a letter to the property owners as above, A and B, asking who the installer is going to be, and when the repair work will be done, and if no response is received we will turn the matter over to the State's Attorney. Motion carried by unanimous vote.

C: Jamestown property 8800 36 St SE (Frey), Stutsman County. They were notified of a failed septic. They quit responding to letters, and a certified letter was sent requesting a name of an installer and a plan for repair. No response was received. A motion was made by Darla Reed, second by Dean Entzminger, to send another certified letter to the property owner requesting the name of an installer and

scheduled date of repair work, and if a response is not received the matter will be turned over to the State's Attorney. Motion carried by unanimous vote.

D: Ypsilanti—Ypsi Bar and Grill, Stutsman county: We have sent certified letters requesting septic pumping receipts. The receipts have not been received. The food service license could be held until pumping receipts have been provided. They have been notified that we will turn the matter over to the State's Attorney if receipts are not received. A motion was made by Darla Reed to turn this matter over to the State's Attorney and send notification that we will hold the 2019 food service license which is due the end of December, until pumping receipts are received, second by Laurel Haroldson. Motion carried by unanimous vote.

E: Ypsilanti property—44th St and 89th Ave SE (Beckman), Stutsman County: A drain field was installed by DeWald's Backhoe and the existing tank is 5 feet from the foundation which does not meet code. DeWald offered to make repairs but the owner will not allow them to come back. The owner has been informed that the tank does not meet code but they have not responded. Dean Entzminger made a motion to send a certified letter stating that their permit has failed and repairs need to take place, second by Denny Ova. Motion carried by unanimous vote.

2. Denny Ova received a complaint from one of the septic installers. Board members should contact Robin if they get a complaint. There is training in February in Carrington for all septic installers.

New Business:

1. **Environmental Health—variance in Logan County:**

AW Excavating took out a permit for Bob Wald for installation of a holding tank. They did not call for an inspection, and the tank is too close to the property line and too close to the well. This is a cabin on Beaver Lake. The lot is small and there is no other place to move the tank. The installer did not call EH to check on these issues. The owners have stated that they do not drink the water out of the well. The owners are asking for a variance. A motion was made by Dean Entzminger to allow the variance for the holding tank with a statement that if the property is sold in the future the new owners must be notified that the well water is not safe to drink, second by Denny Ova. Motion carried by unanimous vote.

2. **Main Street Award:**

Tami and Robin belong to a group here in town that works on ways to improve our community. The group was selected for the Mobilizer Award based on work that was done with walking trails, safe routes to school, and tourism. A sign was given to commemorate this award.

3. **Update on flu shot season:**

As of last week we have given 2,889 flu shots. The community and school flu shot clinics have been completed. We still have vaccine and it is not too late to get the flu shot. We do not have the Shingrix vaccine because it is in short supply. We have a waiting list currently of 120 people.

4. **Additional funds for Title III:**

Title III (Aging Services) provided us with an additional \$17,192. This goes for the counties of Stutsman, Logan, LaMoure, McIntosh, Sargent, for people 60 and over. These funds are used for medication management, home visits, blood pressure, foot care, for people not on Medicaid. We get reimbursed for service units. The funding has been increased for medication management from \$6 to \$12 per service unit. As those service units come in we will pay this rate to our partners and us, and when the \$17,192 runs out, the service will still be done but not paid for. We also ask for donations from the clients. The program is made up from the federal funds and the donations from clients. This hasn't changed, but there is increased funding. Denny Ova made a motion to accept the Title III funding, second by Heidi Larson. Motion carried by unanimous vote.

5. **Additional funds for Tobacco:**

There was \$350,000 left in the state tobacco prevention funding from the legislature. We will receive an additional \$48,753 to be used for nurse salaries and software updates. Heidi Larson made a motion to accept the Tobacco funding, second by Darla Reed. Motion carried by unanimous vote.

6. **STR Grant received—Narcan training and Drug Take-back Event:**

The state had \$700,000 for prevention funds for opioid prevention. The funds were to be split evenly among those who applied. This grant for Central Valley is \$112,000 for Narcan training and drug take-back events. These funds will be used to train the Jamestown police officers and firefighters on the use of Narcan, and \$12,400 to purchase vests for police officers to carry the Narcan. Robin will check with other areas such as Medina ambulance, Logan County, Woodworth, UJ, Jamestown high school regarding the Narcan. Some of the funding will go for staff time. Robin will work with the pharmacies on the drug take-back events. This is for a 6-month period of time. Another possibility would be getting Narcan to families of people who may need this drug to save a life. The elderly are also susceptible to opioid overdoses. Laurel mentioned that the Board of Pharmacy also works on drug take-backs and they could be a resource for this. A motion was made by Denny Ova to accept the STR grant funding, second by Dean Entzminger. Roll call vote: Darla Reed, Laurel Haroldson, Denny Ova, Dean Entzminger, Heidi Larson, Dr. Torrance all voted yes, motion carried.

7. **HRSA Grant for opioid prevention—partnership with Valley City:**

This grant is shared with Valley City. This is federal funding that they received for opioid prevention and part of their application was to partner with all the counties in our region. We have funding for 4 hours a week of Robin's time to help do some activities similar to the STR grant. This grant is for 5 years. A motion was made by Heidi Larson to accept the HRSA grant funding from Valley City, second by Darla Reed. Roll call vote: Darla Reed, Laurel Haroldson, Denny Ova, Dean Entzminger, Heidi Larson, Dr. Torrance all voted yes, motion carried.

8. **Drug-Free Community grant application:**

These are federal funds much like the PFS grant, but the money comes directly from the federal government. The grant will be open in 2019 and the award is in September 2019. It would be \$125,000 for 5 years, and there is a 100% match, but that can be rent or Robin's time to supervise. There needs to be a coalition to prevent drug use in the community and up to 5 substances such as marijuana, opioids, alcohol, and tobacco. The application would be done as a community. A grant writer from South Dakota will be hired to help us write for this grant. This grant would start one year before the PFS grant ends so there would be some overlap. A grant coordinator would be hired. A motion was made by Denny Ova to approve this grant application, second by Dean Entzminger. Roll call vote: Darla Reed, Laurel Haroldson, Denny Ova, Dean Entzminger, Heidi Larson, Dr. Torrance all voted yes, motion carried.

9. **Transportation Alternatives Grant application:**

This is available for \$290,000. Previously this grant was used for the sidewalks by the high school and TRAC. Robin would help write this grant. The focus will be on the schools. Uniform signage by all schools is also being discussed. The grant is due the end of December. No Board action is necessary at this time.

10. **Review of all current funding sources:**

The handout listing funding sources was reviewed. The FP grant is due in December. We will get less

FP money and the time frame will be April 2019 to March 2020. The total grant award is 57,193. The difference will come from the carryover funding and Central Valley provides in kind support to the program. Title III increased by \$17,192 due to the recent grant addition for increased payments in our service units provided. Tobacco funding is in jeopardy because the overall State funding from the settlement dollars will be depleted. Public health will need to advocate in the legislature for continued tobacco funding. The state aid could also change the health department has proposed a 10% cut in the funding to all local public health. Robin will learn more at the upcoming meetings in December. Total budgeted revenue is about is \$2.2 million which has remained stable with past funding for the agency. Each program funding amounts were reviewed. The Tobacco SYNAR grant is for the compliance checks and we received \$3,780 to pay law enforcement to provide the checks. Heidi made a motion to approve the additional funding for tobacco as an addendum to #5 on the agenda and additionally approve the SYNAR budget of \$3,780, second by Dean Entzminger. Roll call vote: Darla Reed, Laurel Haroldson, Denny Ova, Dean Entzminger, Heidi Larson, Dr. Torrance all voted yes, motion carried.

11. Cost of Living increase for 2019:

Robin presented information on the cost of living increase based on 1%, 2% or 3% raises. No action was taken at this time. This will be tabled until next July after the legislative session. Robin does not know what the cost of health insurance will be. There may be room for adjustment in the pension program. The pension contribution of 7.26% is required and Central Valley pays 12%.

12. Building upgrades:

Robin had an idea to make the conference room bigger by moving the wall back into the garage area. She will be getting estimates on the cost of this from Hillerud Construction. A ceiling fan will be put in the conference room to help control heating issues during meetings.

13. Approval of Expenditures—September and October:

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

14. Approval of Profit and Loss—September and October:

Four grants ended WIC had total expenditures of \$97,660. Chronic Disease state contract was \$20,000, amount expended was \$35,902.99, budget \$49,044. Regional Network \$10,000 state contract, expenditures \$10,035.00. BCBS Recess grant for \$2500, expenditures \$2,500. On page 8 of the October combined, SPF SIG admin drug prevention total expenses \$369.70. This is the cost center that will be used for the opioids. Heidi Larson made a motion to approve the Profit and Loss for September and October, second by Darla Reed. Motion carried by unanimous vote.

15. Next Meeting: Monday, December 17, 2018. Schauer and Associates will give their report.

Meeting adjourned as there was no further business.
Respectfully submitted,

James Torrance, MD
Health Officer
Dianna Pollert, Secretary