

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

2019

The CVHD Board met at noon on Monday, 2019 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 Marcia Bollingberg

INSERVICE:

None

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed and no corrections or additions were needed. Darla Reed, made a motion to approve the minutes as read, seconded by Dean Entzminger. Motion carried by unanimous vote.

NARRATIVES:

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

HEALTH OFFICER REPORT:

No report.

Old Business:

1. Roof – discussed the current options with repair or replacement of the roof. Robin will ask some further questions of Dave Hillrud. Robin will also check with Dr. Braun about his roof. We will invite Dave to the August 19, 2019 meeting if he is available.

New Business:

1. Budgets, Grants and Contracts for 2019 reviewed and approved. July is a busy month with several grants starting a new fiscal year. Robin has been processing contracts for many of the federal grant programs. Robin reviewed all of the current contracts. The listing attached to page 3 of the meeting minutes was reviewed. Motion was made by Heidi Larson to approve the listing of grant contracts and budgets. Seconded by Darla Reed. Motion carried by unanimous vote.
2. Eide Bailly – Robin presented an option for bill paying that Tami Dillman and researched. This option could assist with work at CVHD due to staff leaving at the end of the year. The cost per month according to the proposal is \$500 to \$700 per month with a \$150 one-time fee. The board felt more options for billing paying should be reviewed including bank auto pay. Robin and Tami will continue to explore options and report back at future board meetings.
3. Anticipated staff changes over the next few months. Robin reported that Coralynn Dallman will be

leaving at the end of the year and 2 staff are expecting babies. Marcia is also anticipating retirement in 2020. Board expressed warm wishes to those leaving and expecting babies.

4. Legislative Council meeting. Discussion was held regarding the upcoming meeting on August 12, 2019 in Bismarck regarding the on-site-septic program study. Board approved sending a letter with to Bismarck for the Legislative Council regarding the challenges and successes with the current program. Robin and Heidi Larson are planning to attend the meeting in Bismarck on August 12. Robin will print the letter and have Dr. Torrance sign it.
5. August 19, 2019 board had discussion about the meeting and expectations for information about the statewide on-site-septic program. Guests will be Dave Glatt, John Grabinger and Jim Grueneich along with video conferencing attendance from the 7 local health departments in our region. It is hoped this meeting will facilitate discussions about the current program and if we need to adjust our regulation or enforcement activities.
6. The board also discussed the environmental health staff and delivery of the work with the septic program. The work done for enforcement is not easy work and takes special people to deal with non-compliance issues. The Denny Ova has received some complaints and shared this with the administrator. Robin has done several things to assure staff are trained in dealing with the public. This includes sending out survey's to contractors for the past 2 years and sending staff to workshops on dealing with difficult people. Additionally, Robin has worked to put in place several changes to the current septic program including scheduling the meeting on August 19. The administrators in the other counties are also consulted on issues within their jurisdictions and decisions are within their jurisdictions are made by the county boards of health in these areas. It was noted that more complaints have occurred over the past few months. It was discussed about hiring an additional person to work in the septic program specifically. This option will be explored over the next few months.

Meeting adjourned as there was no further business. Motion made by Cyndy Scharr and Seconded by Denny Ova, Motion carried.

Respectfully submitted,

James Torrance, MD
Health Officer

CVHD Revenue Summary August 2019

Including State and Federal Contracts-Fiscal Year(July 1-June 30)

Program	Federal/State	Total Budget	Previous Fed/State	Inc/Dec
1. Family Planning	\$57,037	\$285,756	\$42,275	\$14,762
2. HARM Reduction	\$23,800	\$23,800	\$0	\$23,800
3. Title III	\$95,192	\$126,227	\$95,192	\$0
4. Water Supply	\$4,020	\$4,020	\$4,020	\$0
5. Water Pollution	\$1,250	\$1,667	\$1,250	\$0
6. Women's Way	\$79,110	\$108,572	\$67,560	\$11,550
7. WIC (includes \$750 additional) \$130,380	\$123,750	\$148,234	\$123,000	\$750
8. Tobacco Measure 3	\$116,184	\$164,147	\$164,147	(\$47,963)
9. Immunizations	\$9,458	\$9,458	\$20,728	(\$11,270)
10. TB	\$750	\$750	\$775	(\$25)
11. HIV/Hep C Counseling & Testing	\$6,000	\$6,000	\$7,000	(\$1,000)
12. Hepatitis Vaccine Program*	\$0	\$0	\$0	\$0
13. Ryan White	\$10,850	\$10,850	\$13,600	(\$2,750)
14. PHEP-Regional	\$200,690	\$200,690	\$193,871	\$6,819
15. PHEP-All Hazards	\$6,906	\$6,906	\$5,189	\$1,717
16. State Aid (2 years)	\$216,781	\$216,781	\$218,583	(\$1,802)
17. Regional Network	\$10,000	\$10,000	\$7,500	\$2,500
18. Prevention (Chronic Disease)	\$40,000	\$40,000	\$20,000	\$20,000
19. State Opioid Response	\$35,714	\$35,714	\$112,000	(\$76,286)
20. Partnership for Success	\$142,020	\$142,020	\$153,856	(\$11,836)
21. HAN	TBD	TBD	TBD	
22. HRSA Grant - TBD	TBD	TBD	TBD	
23. Comprehensive Cancer	\$8,875	\$11,317	\$7,000	\$1,875
Total Federal/State	\$1,188,387	\$1,552,909	\$1,257,546	(\$69,159)

Mill Levies and Local Funding	2019	2020
Logan County	\$77,829	\$79,106
Stutsman County	\$453,105	\$462,983
City of Jamestown	\$57,968	\$57,984
Project Income	\$432,427	\$454,427
Jamestown Public Schools	\$40,000	\$41,200
James Valley CTC	\$87,024	\$87,024
Total	\$1,148,353	\$1,182,724

*Contract amounts depends on services provided.

Indicates one-time funding.

