

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

November 2019

The CVHD Board met at noon on Monday, November 18 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
Darla Reed Dr. Torrance

MEMBERS ABSENT: Cynthia Schaar Laurel Haroldson

OTHERS PRESENT:

Robin Iszler Tami Dillman Marcie Bata Marcia Bollingberg

INSERVICE:

CVHD Website – Robin shared the new website for CVHD that was designed under a new platform to make it more user friendly for staff to make updates and also change the look for a more user friendly public view.

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed and no corrections or additions were needed. Approved by unanimous vote.

NARRATIVES:

The Narrative reports were reviewed and no additions or corrections were needed. Approved by unanimous vote.

HEALTH OFFICER REPORT:

No report

Old Business:

1. **Environmental Health:**

- City of Ypslanti – discussion occurred about complaints CVHD has received regarding the City of Ypslanti. Robin and Marcie have talked to Nicole Meland at the county auditor’s office. Central Valley will send a letter to the property owners of the recent complaint that was received and notify them that they need to take steps to clean up the property. CVHD staff will continue to have conversations with the county and township officers about the properties in Ypslanti and the concerns with junk that is accumulating.
- Hampton Inn & Suites: Marcie informed the board about recent pool and hot tub inspections and the failures of water quality tests at the facility. Marcie was instructed to send a letter to the Hampton Inn & Suites general manager and owner that the pool and hot tub needs to close immediately and not to reopen until the following are completed:
 - a. Install proper equipment for feeding of pH disinfectant
 - b. Complete and document twice daily testing of pH and disinfectant
 - c. Microbiological samples are found satisfactory (passed tests)

- Additionally, the Hampton Inn & Suites needs to send a staff person to be a certified pool operator when the class becomes available in the area. Motion was made by Darla Reed and Seconded by Heidi Larson to draft the letter and hand carry the letter today to the Hampton Inn & Suites. MOTION CARRIED.
 - Policy for On-Site Septics – board reviewed the revised policy on the variance process for On-site Sewage Treatment services. Dean Entzminer made a motion to approve the policy with changes, Denny Ova seconded. MOTION CARRIED.
2. **Current Grants:** Robin shared a revenue summary sheet of the current grants CVHD is working with. See attached listing. Denny Ova made a motion to approve the grant funds for programs at CVHD and seconded by Darla Reed. MOTION CARRIED by roll call vote.

New Business:

1. Family Planning: Robin shared the Family Planning grant application for 2020-2021. Total award available to apply for is \$107,661. Total budget will be \$304,829. Motion was made by Dean Entzminer to approve submission of the Family Planning grant application and seconded by Heidi Larson. MOTION CARRIED by roll call vote.
2. Resignations of Staff: Robin received resignations of staff Coralynn Dallman and Marcia Bollingberg. Board members want to thank these staff for their service to CVHD. Robin will post internally an opening for the DON position. In January CVHD will look for a RN staff person through the usual methods and job postings. No determination has been made to filling the Accounting position at this time and will re-evaluate the position over the next few months. Motion was made by Darla Reed and seconded by Dean Entzminer to accept resignations. MOTION CARRIED by unanimous vote.
3. Approval of Expenditures – motion made by Darla Reed to approve monthly expenditures seconded by Denny Ova. Motion carried by unanimous roll call vote.
4. Approval of Profit and Loss – Tami reviewed grants ending in September (WIC, Chronic Disease, SOR II, Regional Network). Also the SART program would be closing. Funds of \$15,000 were given to the Stutsman County Sheriff's department. Robin is looking at using some of the funding for possible marketing to help direct those in need to the services offered. Motion made by Heidi Larson to approve monthly P & L seconded by Denny Ova. Motion carried by unanimous roll call vote.
5. Next meeting is December 16. There will not be a meeting in January and the February meeting will be moved to Monday February 24, 2020.

Meeting adjourned as there was no further business.

Respectfully submitted,

James Torrance, MD
Health Officer