

**CENTRAL VALLEY HEALTH DISTRICT  
BOARD MEETING MINUTES**

**February 16, 2021**

The CVHD Board met at noon on Monday, February 16, 2021 in the conference room at Central Valley Health District. Darla Reed, Vice Chairperson, called the meeting to order.

**MEMBERS PRESENT:**

Charlie Johs    Laurel Haroldson    Heidi Larson    Denny Ova  
Cynthia Schaar    Darla Reed    Dr. Torrance

**MEMBERS ABSENT:**

**OTHERS PRESENT:**

Robin Iszler, Tami Dillman, Marcie Bata, Kim Lee, Beth Schwartz

**INSERVICE:**

None

**MINUTES OF THE PREVIOUS MEETING:**

The minutes of the previous meeting were reviewed and an amendment to stated read approve as corrected is needed. Laurel Haroldson made a motion to approve the minutes as corrected, seconded by Cynthia Schaar. Motion carried by unanimous vote.

**NARRATIVES:**

The Narrative reports were reviewed and no additions or corrections were needed. Cynthia Schaar made a motion to approve the narrative report, seconded by Denny Ova. Motion carried by majority vote, one member abstained from voting as they had not seen the narrative reports prior to the meeting.

**HEALTH OFFICER REPORT:**

No report.

**Old Business:**

1. **Environmental Health:** Marcie is following up on the 2021 Inspection fees which have not yet been paid and has been continuing to do inspections as she has previously. Advertising for the open position for an Environmental Health Practitioner has been done on Facebook, the Jamestown Sun, Indeed website and at U of Jamestown and Valley City State University.
2. **COVID-19 updates:** Robin updated the Board on testing and vaccines for COVID. At this time we are continuing to offer Covid testing weekly and are looking at doing testing 3 days a week in the future. Testing is required within 72 hours for airline travel as well as some lodging requirements. The Guard is supporting the testing events with their nurse and team members. We are working with Southcentral Public Health in McIntosh County to assist with those in the Logan County area. Vaccine has been offered throughout Stutsman County and we are currently vaccinating those in Tier 1B and ages 65 and older. We are looking to do teachers and childcare workers soon. All of the vaccine Sanford Health is receiving is being given to our office to administer.
3. **Other:** none at this time.

**New Business:**

**1. Contract Updates:**

- \$5500.00 was received for the Hep C/HIV contract and \$1530.00 was received for Family Planning Depression Screening. Both of these contracts are part of Family Planning but fund requests and tracking are done separately. Denny Ova made a motion to approve the contract updates as outlined above, seconded by Darla Reed. Motion Carried by unanimous vote.
- A contract in the amount of \$750.00 was received for administration of meds for latent TB infections and for testing of high risk individuals. Laurel Haroldson made a motion to approve the TB contract, seconded by Denny Ova. Motion carried by unanimous vote.
- There was an amended contract for COVID dollars in the amount of \$123,347.00 in addition to the previous amount of \$928, 503.00 for a total of \$1,051,550.00. This contract ends June 2021. Denny Ova made a motion to approve the amended contract amount, seconded by Cynthia Schaar. Motion carried by unanimous vote. Other COVID funding was used for the purchase of a pickup, enclosed trailer, rental of the Civic Center, staff time, computer and IT upgrades and accounting system changes.

2. **Approval of Expenditures-December 2020 and January 2021:** Board members reviewed the finance reports. Denny Ova made a motion to approve the expenditures for December 2020 and January 2021, seconded by Cynthia Schaar. Roll call vote: Haroldson, Schaar, Reed, Ova, Torrance and Johs voted aye. Motion carried.

3. **Approval of Profit and Loss-December 2020 and January 2021:** There were 2 programs that ended December 31, 2020. Stutsman Main year to date revenue was \$1,259,970.55. Insurance revenue was down slightly as less services were done due to COVID expenditures were around \$1.1 million dollars. Staff time was down slightly as there was CARES funding available. Expenditures also included purchase of a company vehicle and repair of the roof. Logan County had total revenue of \$116,442.41 and total expenditures of \$80,884.67. Logan had an increase in property tax revenue and insurance/patient fee revenue and a decrease of staff time. Denny Ova made a motion to approve the Profit and Loss statements, seconded by Darla Reed. Motion carried by unanimous vote.

4. **Other:**

- Robin reported Central Valley Health has received the Chamber Business of the Year award and Robin received the Above and Beyond award.
- The Stutsman County Emergency Operations Center continues to meet weekly. Central Valley Staff continue to meet weekly along with weekly meetings with our regional partners and the Department of Health.
- There are several bills being watched in the ND Legislature. The Septic Bill relating to septic codes is ongoing. There are several tobacco bills and the budget proposal includes a \$600,000.00 cut to the Tobacco program. This does not include State Aid funds. There is also a bill to combine the Department of Health and Department of Human Services.
- Robin reported in the future the Board may wish to consider trade of the Red Chevy Equinox for a newer vehicle while there is still equity in the Equinox. Robin will get quotes to bring to the Board. Robin is also researching our policy on Family Medical Leave and payment for cell phones as changes may be needed.
- Tami reported a change in how Finance Reports will look with the new accounting system. Net Suite pulls information differently and syncs directly with Bill.com.

Meeting adjourned as there was no further business.

Respectfully submitted,

James Torrance, MD  
Health Officer