

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

December 21, 2020

The CVHD Board met at noon on Monday, December 21, 2020 virtually at Central Valley Health District due to the Coronavirus Pandemic. Robin Iszler, Administrator, called the meeting to order from Central Valley. Dr. Torrance was in attendance at Central Valley and all other Board members attended through conference system or telephone.

MEMBERS PRESENT:

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

MEMBERS ABSENT: Logan County Representative

OTHERS PRESENT:

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

INSERVICE:

None

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed. A correction was made to the previous minutes to change a typo under the Covid-19 Update Section. Robin verified a \$100.00 issue at US Bank had been resolved. Laurel Haroldson made a motion to approve the minutes as read, seconded by Heidi Larson. 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 Dr. Torrance. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

No report.

Old Business:

1. **Environmental Health:**

- Permit for Nick Scherbenske: Nick Scherbenske 3702 85 the Ave SE Jamestown. Mr. Scherbenske installed system for home ~2011 as Scherbenske and Sons. At the time did not get permit due to his error. He has provided information which shows the system does need an alarm on pump, however the rest meets 2011 OSTs regulation. Mr. Scherbenske had contacted office about getting permitted. Heidi Larson made motion approve permit, charge permit fee and failure to purchase permit fee and the system will need to be alarmed prior to any transfer of property. Laurel Haroldson seconded. Motion approved.
- Gary Harr 221 17th Ave SW Jamestown. Mr. Harr contacted office end of November about having a different installer install septic system. CVHD said as long as submitted design was used this was ok. System has been installed complaint received from Todd Krebsbach that system was closer than 100 feet to river ordinary water mark. Installer states system was setback 110 feet. Standard inspection practices were used no issues were found. No further action will be taken on matter.

2. **COVID-19 Updates:**

- Vaccines: Robin reported we should be receiving 300 doses of vaccine tomorrow. This vaccine is prioritized for Healthcare workers, Fire, EMS and Law Enforcement. Those receiving vaccines will be asked to wait and be observed after receiving the vaccine and emergency drugs will be on site for treatment of any allergic reactions that may occur.
- Testing: The National Guard has been reauthorized to assist with testing until March. Daily testing is taking place at the Civic Center and both PCR and Binax-Now testing is being utilized.

3. **Other:** no other old business at this time.

New Business:

1. **Contract Updates:** Additional funding of \$6000.00 was received in the Ryan White Program to be used by end of March 2021. Additional COVID funding in the CARES funding was received in the amount of \$250,000.00 and needs to be spent by December 30, 2020. Additional COVID funding was received in the amount of \$166,974.00 and funding ends on November 17, 2022. Cynthia Schaar made a motion to approve the additional funding as outlined above, seconded by Darla Reed. Roll call vote: Larson, Schaar, Ova, Reed, Haroldson and Torrance voted Aye. Motion carried.
2. **COVID Leave Extension:** The Board had previously approved 80 hours of leave time for employees for COVID exposure or to take care of a family member due to COVID. There were several staff who used the leave time and they are not eligible for COVID leave time again. Robin is requesting an extension for the leave until May 31, 2021 for those staff who have not used COVID leave. Laurel Haroldson made a motion to approve the COVID Leave Extension until May 31, 2021 at 80 hours, seconded by Cynthia Schaar. Motion carried by unanimous vote.
3. **Maternity Leave:** Robin reported a staff nurse will be out on maternity leave for 10 weeks and feels her duties are covered at this time.
4. **Approval of Expenditures-November 2020:** Expenditures were reviewed and Heidi Larson made a motion to approve the expenditures, seconded by Laurel Haroldson. Roll call vote: Torrance, Haroldson, Reed, Ova, Schaar and Larson voted aye. Motion carried.
5. **Approval of Profit and Loss-November 2020:** Cynthia Schaar made a motion to approve the Profit and Loss statements, seconded by Heidi Larson. Motion carried by unanimous vote.
6. **Other:**
 - Tami reported the new Finance system went live on December 1, 2020 and she is running both the old and new systems for the month of December.
 - Robin reported we are continuing work on purchasing a truck for the office.
 - Discussion was held regarding COVID vaccine and we are currently not doing a waiting list. We are prioritizing groups based on information received from the State Health Department.
7. **Next Meeting:** The next Board meeting will be February 16th at noon. The January Board meeting date is a holiday. If Robin feels the Board needs to meet in January she will contact Board members and will send out any updates and the December narrative report.

Meeting adjourned as there was no further business.

Respectfully submitted,

James Torrance, MD
Health Officer