

**CENTRAL VALLEY HEALTH DISTRICT  
BOARD MEETING MINUTES**

**April 19, 2021**

The CVHD Board met at noon on Monday, April 19, 2021 virtually and in the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

**MEMBERS PRESENT:**

Laurel Haroldson  
Cynthia Schaar      Darla Reed  
6100

Denny Ova  
Dr. Torrance

**MEMBERS ABSENT:** Heidi Larson, Charlie Johs

**OTHERS PRESENT:**

Robin Iszler, Tami Dillman, Marcie Bata, Kim Lee, Beth Schwartz, Shannon Klatt, Erika Goff asked to join after the meeting had started – she was given the call in number and was present during the meeting.

**INSERVICE:**

Shannon Klatt gave an in-service on the Substance Abuse Grant. The grant changed slightly in 2020 and one of the major focuses is on preventing youth substance use. A needs assessment was done for the city of Jamestown and the Police Department received over 100 service calls relating to substance use and unhealthy behaviors in the downtown parking lots. We are looking at partnering with the Jamestown Police Department to install security cameras in the downtown parking lots, the parking lots of the new Eagle Flats housing area as well as the parking lot behind Jonny B’s restaurant. Other projects are exploring the need for security cameras in city part, promoting the Parents Lead program and prevention of opioid misuse and abuse which includes availability of Narcan. Our social media reach has grown in the last year due in part to the Covid pandemic.

**MINUTES OF THE PREVIOUS MEETING:**

The minutes of the previous meeting were reviewed and a correction was made to reflect Denny Ova had made a motion. Cynthia Schaar made a motion to approve the minutes as read, seconded by Darla Reed . Motion carried by unanimous vote.

**NARRATIVES:**

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

**HEALTH OFFICER REPORT:**

No report.

**Old Business:**

1. **Environmental Health Update:** Robin reported Gage Worley, a recent Valley City State grad, was offered the Environmental Health position and accepted. He will be starting in May.
2. **COVID-19 Updates:** Testing and vaccinations continue. We are finding it harder to reach people for vaccinations due to hesitancy about the vaccine. We will be offering more vaccines through our office in the future.
3. **Vehicle Update:** A 2021 Chevy Equinox was purchased and the older red Equinox was traded in.
4. **Nursing Staff position:** the open nursing position was offered to a candidate last week and she accepted. She is a new graduate of the Dakota Nursing program and will start in May. Her name is Maggie Remmick.

5. **Other:** none at this time.

**New Business:**

1. **Family Planning Contract:** A contract was received for an additional \$1,530.00 for depression screening activities. Denny Ova made a motion to accept the contract, seconded by Cynthia Schaar. Haroldson, Schaar, Reed, Ova and Torrance voted aye. Motion carried.
2. **Ryan White Contract:** A contract in the amount of \$12,000.00 was received for activities related to HIV positive client work. The contract runs 04/01/2021-03/31/2022. Denny Ova made a motion to approve the contract, seconded by Cynthia Schaar. Torrance, Ova, Reed, Schaar and Haroldson voted aye. Motion carried.
3. **WIC additional funds for Computer** – Darla Reed made a motion to approve the additional funds received by the ND WIC program of \$2,200 for a computer. Seconded by Denny Ova. Motion Carried.
4. **Staff vacation payout at end of year:** Discussion was held on this topic at this time. Robin will bring information back to the Board at a later date.
5. **Approval of Expenditures-March 2021:** Expenditures were reviewed and Darla Reed made a motion to approve the expenditures, seconded by Laurel Haroldson. Ova, Torrance, Haroldson, Schaar and Reed voted aye. Motion carried.
6. **Approval of Profit and Loss-March 2021:** Profit and Loss Statements were reviewed. Family Planning and Ryan White contracts ended in March. Total Family Planning was \$303,766.00. Revenue was less than budgeted due to COVID. Total expenditures were \$200,543.64 which is less than budgeted. Ryan White contract total amount was \$12,000.00 with expenditures of \$8405.70. Cynthia Schaar made a motion to approve the Profit and Loss statements, seconded by Denny Ova. Motion carried.
7. **Other:** The Workforce Safety office had 2 employees who had a contract for rent in our building in the amount of \$5000.00. The contract will end on July 1, 2021 and will not be renewed. Marcie reported she will be busy with Septic system work this season and a septic bill is still in the ND Legislature. Some Amendments were made to the original bill.
8. **Next Meeting:** May 17, 2021

Meeting adjourned as there was no further business.

Respectfully submitted,

James Torrance, MD  
Health Officer