

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

December 19, 2022

The CVHD Board met at noon on Monday, December 19, 2022, in the conference room at Central Valley Health District. Dr. Torrance, Chairperson, called the meeting to order.

MEMBERS PRESENT:

Rob Lech Heidi Larson Dr. Torrance
Cynthia Schaar

MEMBERS PRESENT ONLINE: Sandy Rivinius

MEMBERS ABSENT: Charlie Johs

OTHERS PRESENT:

Robin Iszler, Kara Falk, Riley Akervik, Shannon Klatt, Marcie Bata, Kim Lee, Beth Schwartz

INSERVICE:

Audit Report – Linda Moen from Schauer and Associates gave a report on the 2022 audit. No significant findings were reported during the audit report.

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed and no corrections or additions were needed. Cynthia Schaar made a motion to approve the minutes as read, seconded by Rob Lech . 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 Rob Lech. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

Dr. Torrance met with the nursing staff and discussed various topics including difficult case clients. We are unable to access Essentia’s Electronic Medical Record due to lack of liability insurance in amount required by Essentia. Dr. Torrance reported he is looking into this but has not received a response back.

Old Business:

1. Environmental Health: none currently.
2. Update Renovation Grant-Riley: Riley Akervik reported we had applied for a grant in the range of \$50,000-\$100,000.00 for some renovations to office space. We applied for the grant with the goal being to increase Health Tracks services. We did not receive the grant. There were 90 applicants and only 10 awards were given out.
3. Retirement party for Robin Iszler at Civic Center today from 1:00-3:00 p.m.
4. Other: none currently.

New Business:

1. **Grants Review and contract approvals:** Riley Akervik reported 4 grants for review and approval. Additional funds of \$50,000.00 were received for the Aging Services/Title III grant. This would require additional match funds. The Community Block grant was received in the amount of \$62,500.00 and will

be used for Preventative Health projects. Emergency Preparedness BP3, \$32,692 was extended in a new contract ending June 30, 2023, and the HIV/Hep C grant was received in the amount of \$7500.00. Heidi Larson made a motion to approve the contracts as outlined above, seconded by Rob Lech. Roll call vote: Torrance, Larson, Lech and Schaar voted aye.

2. **Review of 6100 and 7100 budgets:** Riley presented information to the Board on the 6100 and 7100 budgets along with other program updates. This information was reviewed and expenses are less than revenue resulting in expected carry over.
3. **Approval of 2022 Audit** - Cynthia Schaar made a motion to approve the Audit Report, seconded by Rob Lech. Roll call vote: Lech, Schaar and Torrance voted aye. Larson abstained due to conflict of interest as has family member who works for Schauer and Associates
4. **Engagement of Schauer and Associates for 2023 audit:** A letter was received from Schauer and Associates for Engagement for the 2023 audit in the amount of \$24,075.00. Cynthia Schaar made a motion to approve Schauer and Associates to perform the 2023 audit, seconded by Rob Lech. Roll call vote: Torrance, Schaar and Lech voted aye. Larson abstained due to conflict of interest as has family member who works for Schauer and Associates.
5. Approval of Expenditures-November 2022: November expenditures were reviewed. There are a few programs being spent down at this time. Rob Lech made a motion to approve, seconded by Cynthia Schaar. Roll call vote: Schaar, Larson, Lech and Torrance voted aye.
6. Approval of Profit and Loss-November 2022: Profit and Loss statements were reviewed. Cynthia Schaar made a motion to approve Profit and Loss, seconded by Heidi Larson. Motion carried by unanimous vote.
7. Other: Discussed upcoming Legislative Session. There are emails that come out with updates on bills and status that will be forwarded to Board Members.
8. Next Meeting: the usual January and February meeting dates fall on holidays. There will be no January Board meeting and the Board will meet on February 27 2023. If Board needs to meet sooner on business members will be notified.

Meeting adjourned at 12:40 p.m. as there was no further business.

Respectfully submitted,



James Torrance, MD
Health Officer