

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

May 15, 2023

The CVHD Board met at noon on Monday, May15, 2023 in the conference room at Central Valley Health District. Rob Lech, Vice Chairperson, called the meeting to order.

MEMBERS PRESENT:

Charlie Johs Rob Lech Dr.Torrance
Cynthia Schaar, Jerry Berquist Sandy Rivinius-attended virtually.

MEMBERS ABSENT: Heidi Larson

OTHERS PRESENT:

Kara Falk, Riley Akervik, Marcie Bata, Kim Lee, Beth Schwartz, Isaac Patzer

INSERVICE: Introduction of Intern, Isaac Patzer: Isaac Patzer will be interning with Riley over the summer months. Isaac will be a senior at U of Jamestown majoring in accounting.

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 Jerry Bergquist. Motion carried by unanimous vote.

NARRATIVES:

The Narrative reports were reviewed and no additions or corrections were needed. Rob Lech made a motion to approve the narrative report, seconded by Cynthia Schaar. Motion carried by unanimous vote.

HEALTH OFFICER REPORT:

No report.

FINANCE COMMITTEE REPORT: The Finance Committee composed of Rob Lech, Heidi Larson and Jerry Berquist met with Riley to review and make recommendations regarding requests from staff regarding benefits and salary changes. The Committee reviewed all requests in detail and recommended the following changes to benefits: A change in the holiday schedule to allow floating holidays may be granted at Executive Director discretion. Staff will have input into what days they would like and this would be reviewed annually; an additional day of annual leave will be added to the schedule to account for the personal day that was granted prior and the term personal day will be removed from the policy; a sick leave bank would be developed with voluntary participation for staff to donate additional sick leave to one another under certain circumstances; a change in annual leave carryover from 10 days to 15 days. Policies for these benefit changes will be developed. Cynthia Schaar made a motion to approve making policies to present back to the Board by the July 2023 meeting, seconded by Charlie Johs. Roll call vote: Bergquist, Torrance, Lech, Schaar, Johs voted aye. Motion carried.

Old Business:

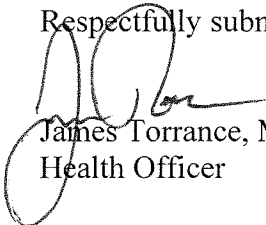
1. **Environmental Health:** Marcie reported that the Gladstone Inn is waiting on paint for the aquatic area and Holiday Inn is looking at reopening their aquatic area.

New Business:

1. **Program Review and Contract Approvals:** Riley reported additional funds of \$198,771.00 were received for the Immunization and Health Equity grant. Rob Lech made a motion to approve the additional funding, seconded by Jerry Bergquist. Roll call vote: Lech, Rivinius, Torrance, Bergquist, Johs, Schaar voted aye. Motion carried.
2. **Approval of Expenditures-April 2023:** There may be some upcoming expenses due to an exam room renovation. Expenses were reviewed. Cynthia Schaar made a motion to approve the expenditures, seconded by Rob Lech. Roll call vote: Rivinius, Lech, Schaar, Bergquist and Torrance voted aye. Motion carried.
3. **Approval of Profit and Loss-April 2023:** There are 2 grants, Opioid and Community Block grant, with higher funding available yet. Programs are being developed for expenditure of the grant funds. Cynthia Schaar made a motion to approve the April Profit and Loss, seconded by Jerry Bergquist. Motion carried by unanimous vote.
4. **Proposed New Mission, Vision and Core Values:** A copy of proposed changes to the Mission, Vision and Core values was presented to the Board today. Discussion was held regarding the changes being made with no strategic plan attached. The Board feels that the Mission, Vision, and Core Values play a part in the Strategic Plan. It is felt the proposed changes are an update and refining of previous values. Rob Lech made a motion to approve the proposed changes, seconded by Jerry Bergquist. Motion carried by unanimous vote.
5. **Other:** Staff answered questions regarding updated Covid boosters and septic system program policies.

The meeting was adjourned at 12:48 p.m. as there was no further business.

Respectfully submitted,



James Torrance, MD
Health Officer