

**CENTRAL VALLEY HEALTH DISTRICT
BOARD MEETING MINUTES**

February 26, 2024

The CVHD Board met at noon on Monday, February 26, 2024, in the conference room at Central Valley Health District. Heidi Larson, Treasurer, called the meeting to order.

MEMBERS PRESENT:

Charlie Johs Heidi Larson Dr.Torrance
Rob Lech Jerry Berquist

MEMBERS ABSENT: Cynthia Schaar Sandy Rivinius

OTHERS PRESENT:

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

INSERVICE:

None

MINUTES OF THE PREVIOUS MEETING:

The minutes of the previous meeting were reviewed and no corrections or additions were needed. A correction was made to reflect Jerry Berquist attended the January meeting. Rob Lech made a motion to approve the minutes as read and corrected, seconded by Jerry Bergquist . Motion carried by unanimous vote.

NARRATIVES (Information Only):

The Narrative reports were reviewed and no additions or corrections were needed.

HEALTH OFFICER REPORT:

No report. Dr. Torrance will meet with the nurses in March.

Old Business:

1. Environmental Health Environmental Health –Follow up on variances: the variance paperwork for the property discussed at the January meeting has been sent to the property owner. Marcie reports we are awaiting a response.
2. Compensation & Benefits Task Force: The task force met and both staff and Board Members who attended felt it went well. There was a good, open discussion with staff and the task force plans to meet again in the near future.

New Business:

1. **CD Recommendation:** Due to Board members needing to leave early Rob Lech made a motion to move the CD Recommendation item up on the agenda, seconded by Dr. Torrance. Riley reported there are several CD's expiring in March and November. He also recommended moving \$500,000.00 into a CD at Dacotah Bank for 8 months at a rate of 4.85%. Discussion followed on additional CD's and recommendations. Heidi Larson made a motion to have Riley move \$500,000.00 into a CD at 6-12 months with the best rate, seconded by Rob Lech. Roll call vote: Bergquist, Torrance, Larson, Lech, and Johs voted aye. Motion carried.
2. **Program Review and Contract Approvals**
 - A. Opioid Settlement Fund Grant – Kara reported a grant has been received in the amount of

\$34,409.00. This funding will be used for the cost investment of a start-up syringe service program. This funding is separate from other Opioid Settlement dollars and is not taxpayer funds. The Human Service Center has space available for use for free for the program. Jerry Bergquist made a motion to approve the grant funding in the amount of \$34, 409.00, seconded by Rob Lech. Roll call vote: Torrance, Johs, Lech, Larson and Bergquist voted aye. Motion carried.

3. Policy and Rules:

- A. Travel (safety): A statement has been added to the Travel Policy which states if there is an active travel advisory or winter storm watch or warning, travel must be approved by the direct supervisor or Executive Director. Rob Lech made a motion to approve the addition to the policy, seconded by Charlie Johs. Motion carried by unanimous vote.
- B. EH Rules: Marcie reported that staff met with the Stutsman County States Attorney and he recommended our policies be changed to be rules. A copy of Rule #2 which relates to On Site Sewage Treatment and subrules were distributed to the Board. Discussion was held regarding attorney consultation and when it is needed with policies and rules. The Main rule has been reviewed previously by the Pembina County States Attorney. Heidi Larson made a motion to approve the first reading of the changes to Rule #2, seconded by Jerry Bergquist. Motion carried by unanimous vote.

- 4. **Approval of Expenditures—January 2024:** Expenditures were reviewed and Rob Lech made a motion to approve, seconded by Dr. Torrance. Roll call vote: Lech, Larson, Torrance, Bergquist, and Johs voted aye. Motion carried.
- 5. **Approval of Profit and Loss—January 2024:** Profit and Loss statements were reviewed. There is a loss of revenue showing for Family Planning but is the write offs and not a true loss of revenue. Jerry Bergquist made a motion to approve Profit and Loss, seconded by Heidi Larson. Motion carried.
- 6. **2023 Finance Report:** Was tabled to the March 18, 2024 meeting.
- 7. **Next Meeting: March 18, 2024**
- 8. **Adjourn:** Meeting adjourned at 12:33 p.m. as there was no further business.

Respectfully submitted,



James Torrance, MD
Health Officer