

## **CITY-COUNTY BOARD OF HEALTH MINUTES**

### **Monthly Board Meeting**

**February 25, 2014**

**PRESENT:** Sharon Buhr, Chair  
Dr. James Buhr, Secretary  
Madeline Luke  
Tom Overn, Vice Chair  
Cindy Schwehr

**ABSENT:** None

**ALSO PRESENT:** Theresa Will, RN, Director  
Angie Martin, Office Manager  
Niki Joersz, MSU nursing student

**CALL TO ORDER:** Meeting was called to order at 3:37 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse. Schwehr introduced Niki Joersz, RN, to the Board. She is pursuing her BSN degree through Minot State University (she is currently a two-year registered nurse) and one of the requirements to get her degree is to attend a public health meeting. Welcomed by the Board.

**AGENDA:** Agenda approved as printed.

**MINUTES:** Overn made a motion to approve the minutes of the Jan. 28 monthly meeting. Second by Dr. Buhr. Unanimous vote, motion carried.

**DIRECTOR'S REPORT:** Will shared that she viewed a meeting of the Bismarck City Commission regarding a request for them to approve an ordinance banning e-cigarette (e-cig) sales to minors. It was an easily passed ordinance in Bismarck. There is nicotine in e-cigs, but no tobacco (it is water vapor). A tobacco lawsuit stated they (tobacco companies) were not to be liable for e-cigs being used as a cessation product, and that this is not what the tobacco companies designed them for. FDA claimed there was no proof that e-cigs served as a cessation product. Tobacco companies won this lawsuit. However, e-cigs are now being billed as cessation products by the tobacco industry in advertising, said Will. Valley City is in the process of recodifying its criminal ordinances, according to Luke. It is 211 pages long. There is supposedly something about e-cigs in these ordinances (though Luke has not had time to review it yet). Luke suggested e-cigs may be mentioned in context to them being treated like tobacco products as far as the statewide no-smoking ordinance is concerned. She didn't know if there would be mention of sales to minors. Luke will advise Will of content in these criminal ordinances as soon as she has a chance to review them fully. Will stated there is momentum across the state to have state tobacco law codified as city ordinances, as well as adding the e-cig piece to city ordinances.

Mary Ann Sheets Hanson is a CCHD volunteer regarding the Affordable Care Act (ACA), along with Gail Pederson, and helping people get signed up for health care coverage prior to March 31. She will be at the VCSU health fair March 5. She and Gail are community certified application counselors and are available to individuals and businesses.

Will showed the Board tobacco-free signs that are available to schools to post outside their facilities. Signs for parks will be similar.

Luke shared law enforcement concerns regarding enforcing the tobacco law (no smoking in public places and within 20 feet of doors/windows/vents outside the facility). Will stated she has dealt with a few complaints about city/county violations and letters have been sent to owners. Owners are the ones to be held accountable if they don't enforce "no smoking" in their facility. Luke shared that though some communities have adopted or are considering adopting a local ordinance to back up the state tobacco law (in the event that this law could be overturned in the future), she does not feel Valley City commissioners are favoring such an ordinance. Luke will spend her time on the e-cig issue.

**VOUCHERED  
EXPENSES:**

Overn made a motion to approve the voucherred expenses for February/March. Second by Dr. Buhr. Unanimous vote, motion carried.

**FINANCIAL  
REPORT:**

The financial report was reviewed. CCHD had a starting balance of \$613,584 in 2014. Ended 2013 in the black, even though CCHD paid \$50,000 down payment for FCCU building.

**OLD BUSINESS:**

On The Move update: Nothing new to report.

Facilities update: The architect's report was reviewed. Sharon and Theresa met with Bobbi Hepper Olson (architect) recently. First Community Credit Union was to be out of the building Feb. 28, but this will likely not happen – it may be a few days into March before they can move. Will can't bring Board information on the loan yet until more is known regarding renovation costs. Talked with Arlie Braunberger, first floor tenant at FCCU, about moving to second floor. However, he stated that there is not enough room on the second floor, so he will be moving. He would like to remain in the building until June. It was the consensus of the Board that this would be fine. Proposed floor plan was shared with the Board. Sharon suggested the possibility of having a room available for other professionals to use for meetings/counseling since it would be HIPAA compliant. Will also had a call into Steve Schmitz, FCCU, regarding who the tenants would pay rent to beginning in March since we only have a purchase agreement in place at this time.

ServiceMaster contract: It will currently cost \$750 to have ServiceMaster clean the second floor of the FCCU building and Braunberger's area on first floor (\$1,500 for entire building once renovation work is completed). ServiceMaster's proposal was reviewed by the Board. The consensus of the Board was to contract with ServiceMaster for the time being. This topic could be revisited once the renovations are completed and CCHD moves into the facility.

Board of Health bylaws: Will pointed out some of the possible changes needed to the bylaws.

**Page 2:** Membership of the Board – Does Commission appoint the member at large or the Health Board? Have BC States Attorney check on this.

**Page 3:** Item I – We will also post the minutes on the CCHD website. Item L – There is no voting by proxy.

**Page 4:** Section 6: Absences. What denotes an unexcused absence? Members must notify director if they will be absent so that a quorum is available. Board decided to leave wording as it now appears.

**Page 5:** Section 3 – Should say Duties of Secretary/Treasurer.

Dr. Buhr made a motion to approve the bylaws, with changes. Second by Luke. Unanimous vote, motion carried.

NEW BUSINESS: Policy: Will put together a policy regarding social media and staff and submitted it to the BC States Attorney. Board will be interested in states attorney's opinion regarding infringement on personal rights. Will was concerned regarding the implementation of the SPF-SIG grant to curb excessive alcohol use/binge drinking, and how public health employees will be viewed on social media by the public if they participate in drinking to excess.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:48 p.m. The next meeting will be held Tuesday, March 25 at 3:30 p.m. in the County Commission chambers.

Respectfully submitted,

Dr. James Buhr, Secretary