

CITY-COUNTY BOARD OF HEALTH MINUTES

Monthly Board Meeting

May 27, 2014

PRESENT: Sharon Buhr, Chair
Dr. James Buhr, Secretary
Tom Overn, Vice Chair
Cindy Schwehr (left at 4:30 p.m.)

ABSENT: Madeline Luke

ALSO PRESENT: Theresa Will, RN, Director
Angie Martin, Office Manager

Sharon Buhr read a thank you note from Beth Viland for the service award photo of the Hi-Line Bridge that she received.

CALL TO ORDER: Meeting was called to order at 3:36 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.

AGENDA: Add under New Business: (4) Auto repair (5) Smoke-free housing. With these additions, agenda approved. Facilities update will be later in the meeting as Will was expecting a call from Bobbi Hepper Olson, architect.

MINUTES: Following discussion, Overn made a motion to approve the minutes of the April 22, 2014 monthly meeting. Second by Dr. Buhr. Unanimous vote, motion carried.

DIRECTOR'S REPORT: Situation in Eckelson regarding clean-up of private property is not going as well as anticipated. There was more junk than originally thought and there is no septic system on the property. Discussion on regulations regarding having outdoor privies outside of actual communities. Theresa will check into it. Discussion on AEDs in community. Chamber of Commerce and South Central Adult Services (Senior Center) have opted to not update their AEDs, likely due to cost of purchasing replacement components.

VOUCHERED EXPENSES: Dr. Buhr made a motion to approve the voucherred expenses for May/June. Second by Overn. Unanimous vote, motion carried.

FINANCIAL REPORT: Reviewed.

OLD BUSINESS: OTM update: Nothing to report.

CCHD building update: Will reported that the loan is now in place. Keith's Refrigeration went to start the air conditioning in the building today. Reviewed mechanical and plumbing at 65% review. Hi-lo water fountain required. Not a lot will be done with the AC/heating system. Will anticipated hearing from Kim Franklin regarding a grant for a generator (\$45,000) and security system (\$15,000). \$70/month for elevator service contract (recommended by former owner). Dr. Buhr made a motion to sign the elevator service contract, with a second by Schwehr. Unanimous vote, motion carried. Lawn maintenance discussed. Wick Construction has done the snow removal in the past. The building is insured through the State Fire and Tornado Fund for \$455,000. General contractors carry their own insurance until the renovations are completed.

Regarding the electronic sign, if we keep the sign as it is (through Indigo Signs) and just change the faces with our logo, the cost will be \$4,564. If we use the existing cabinet and upgrade to LED, the cost will be \$13,667 for red/white color only, or \$15,389 for full color. Could check with Cook Signs also. Architect didn't think this sign would qualify for energy savings. Enhancement grant discussed (\$3,000 maximum). Are funds available through such things as immunization, tobacco grants, etc., for signage advertising?

Will stated that there is a lot of older chairs, desks, furniture in the building at this time that was left by FCCU. CCHD can utilize some of it, but there is more than we need. Staff will be allowed to purchase what they want per Board. Budget Furniture may be interested in consigning remainder to sell in their second-hand basement area. Theresa will check.

(Board was waiting for a phone call from Bobbi Hepper Olson, architect. Will return to building update when she calls.)

Arlen Huber requested if he could remove the sage plants in the building planters. He and his sister planted and took care of the planters for FCCU. Angie is planning to put in decorative edible gardens in the planters. Board approved giving the sage plants to Hubers.

Town Hall meeting: Held May 8 at the Dacotah Pavilion in Chautauqua Park. 25-30 people attended. Focus was underage drinking and adult binge drinking. Shared statistics and information. Evaluations showed that attendees learned some things they didn't know about drinking in our area.

Professional Persons meeting: CCHD has been busier this year (2014) as compared to a year ago. Board reviewed Medicare and non-Medicare group statistics. This meeting is a requirement for certified home care.

(Phone call received from Bobbi Hepper Olson at this time.)

Wick Construction will start some demolition within the building soon. Abatement projects to be taken care of soon also. Washer and dryer could go in utility room area as they would fit there. Doing a base bid, but will do a few alternate bids also. Construction could start in August or September for interior work (would likely get more bids this way). Light fixtures will likely be the only things to qualify for energy grant. Sharon was concerned about putting the washer/dryer in utility (janitorial) room. Consensus to keep them in the hallway area as originally planned. Sharon and Theresa will meet with Bobbi June 5.

NEW BUSINESS: Program evaluations reviewed. Board reviewed WIC, jail, newborn home visits, environmental health, public health home care, certified home care, and wellness screening. Regarding jail nursing, the number of visits has increased this year. Currently receiving \$34/hr.; will seek increase to \$36/hr. Kristen is now a certified lactation counselor for the newborn home visiting program. Breastfeeding-friendly worksites discussed. Sharon would like to see a spreadsheet put together to help set a goal to get more businesses to become infant-friendly sites. Environmental health evaluation needed to be slightly revised. Should say 14 school food service rather than 9. Should be 6 school facilities. Added consultations this year. Regarding the rest of the evaluations, they were approved as printed.

The Board reviewed the annual circle graph indicating CCHD service numbers for 2013.

Forms/policies:

- Nutrition – Dr. Buhr made a motion to approve the policy as printed. Second by Overn. Unanimous vote, motion carried.

Auto repair: Will stated that the Ford Taurus needs repairs to the struts and new tires. Bitz submitted an estimate of \$2,336. Theresa was waiting for an estimate from Quality Auto. Dr. Buhr made a motion to have Will make the needed auto repairs based on the lowest estimate. Second by Overn. Unanimous vote, motion carried.

Smoke-free housing: CCHD received a letter from Jan Kamstra, Barnes County Housing Authority director, Skyline Villa, in answer to a letter of concern from Tobacco Prevention/CCHD to their board. They have a plan to phase in smoke-free housing. HUD wants some options for smoke-free housing, but they want a few units for smokers. CCHD has received a couple complaints from residents with medical issues. Theresa hadn't heard anything back from any Barnes County Housing board members. The consensus of the Health Board was that they feel very strongly about the Skyline Villa going smoke free and that CCHD should advocate directly to protect the health of these residents.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 5:32 p.m. The next monthly meeting will be held **Wednesday, June 25**, at 3:30 p.m. in the Commission room. Note change of meeting day.

Respectfully submitted,

Dr. James Buhr, Secretary