

CITY-COUNTY BOARD OF HEALTH MINUTES
Monthly Board Meeting
Oct. 28, 2014

- PRESENT:** Sharon Buhr, Chair
Dr. James Buhr, Secretary
Tom Overn, Vice Chair
Madeline Luke
- ABSENT:** Cindy Schwehr
- ALSO PRESENT:** Theresa Will, RN, Director
Angie Martin, Office Manager
Bobbi Hepper Olson, Hepper Olson Architect
Ben Davis, Hepper Olson Architect
Bobby Koepplin, Cass County Electric
- CALL TO ORDER:** Meeting was called to order at 3:30 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.
- AGENDA:** The Board agenda was amended under New Business to include: 2) Wellness Center 3) Other. Agenda approved as amended.
- MINUTES:** Under Old Business, second sentence, change to read “The September cash reserve as of 9-23-14 interim budget was \$467,004.75. Total additional estimated expenditures for September through December 2014 were figured high (where applicable) at \$644,654.60.” Overn made a motion to approve the September minutes, with corrections. Second by Dr. Buhr. Unanimous vote, motion carried.
- DIRECTOR’S REPORT:** Will noted that the Outreach grant was likely a “no go” with Mercy Hospital at this point. The remainder of the report was reviewed.
- VOUCHERED EXPENSES:** Dr. Buhr made a motion to approve the vouchered expenses for October/November. Second by Overn. Unanimous vote, motion carried.
- FINANCIAL REPORT:** The financial report was reviewed. Will stated that Home Health revenues and expenses were now about even. Home Health is in the black by \$5,069.
- OLD BUSINESS:** CCHD facilities update: Bobbi Hepper Olson and Ben Davis, Hepper Olson Architect, addressed the Board regarding ongoing issues at the former First Community Credit Union building. The project cost summary update was reviewed. \$414,625 was originally allocated for remodeling project. Hepper Olson is looking for a cost effective way to cover the exterior of the building where the canopy was removed. Refurbishing of Braunberger area discussed; Bobbi is getting quotes for paint, carpeting, ceiling and lights. Need to add handicapped door openers to north entry door, along with handicapped van striping of parking lot. Looking at updating A1/A2 (Alternate 1 and 2 area) fixtures to LED lights rather than fluorescent, and are hoping to get half of lighting costs back through grant funds. Bobby Koepplin, Cass County Electric, questioned CCHD hours of operation at the new building. Are we missing the payback on LED -- are we at 14 years or 10.3, because it’s a 10-year payback requirement for the state efficiency grant. What is the energy savings from LED vs. T8 fluorescent – is a trade-off better? Hepper Olson stated that LED light fixture prices have dropped dramatically in past year or so. Suggested looking at retrofitting old fluorescent fixtures on second floor with LED bulbs.

The back-up generator was discussed. Original bid was for 20 kw generator, but the low bid was for a 25 kw generator. This would run some of the heating (boiler), some lighting and outlets, IT, and vaccine refrigerators and freezer. Hepper Olson stated that the Board could consider a 35 kw back-up generator for a possible \$5,000-\$6,000 additional, according to Enterprise Electric. Pros and cons of upgrade discussed. Will noted that the IT room has to function totally. UPS battery backup needed for no interruption in power, which CCHD currently owns for their individual computers. Board questioned if Emergency Preparedness funds were available to help with the generator and Will said not at this time. Koeplin stated that it would be cheaper to upgrade now than in the future. At least plan for future upgrade by installing wiring that will accommodate a bigger generator. The generator will be powered by natural gas.

It was noted that asbestos was found in the plaster ceiling above the drop ceiling tiles in the main reception area. It is approximately a 20' x 30' area (Bobbi was told to budget approximately \$8/sq. ft. for removal, or about \$4,800 total). There is also asbestos in the pipe elbow moldings. It is not certain at this time how extensive the pipe elbow situation is on the main floor. Should get rid of all elbows. Budget \$10,000 to get rid of all asbestos, excluding the \$5,900 for asbestos abatement of floor tiles (as bid).

The EIFS to replace the stone where the canopy was attached to the building will cost \$5,200. The architect originally hoped that there was stone behind the canopy, but there was only concrete block behind it. Since the original stone can't be matched, a different but compatible color will be used.

Hepper Olson noted that after the original bid proposals were awarded (which came in lower than anticipated), there is \$50,000 left to work with. Need to leave contingency fund for any unknowns. Koeplin suggested that CCHD should be ready for future upgrades such as leaving blank boxes for card readers, etc. After discussing all additional expenses, Luke made a motion to 1) proceed with the EIFS on the canopy location at \$5,200 (+ or -10%). Need to get a finalized cost and drawing for approval by Sharon and Theresa before it gets proceeded on; 2) budget for a 35 kw generator for up to \$6,000, plus architect will put a proposal request in for final cost on the 35 kw generator for final review and approval by Sharon and Theresa – this will include everything such as natural gas piping and boards; 3) approve EAS's \$5,900 proposal that we have in hand and abatement, up to \$10,000 on plaster, ceilings, pipe, elbows and air testing. Total: Approximately \$27,100. Second by Dr. Buhr. Unanimous vote, motion carried. Board reminded of 10% architect fee above and beyond other costs.

Will stated that she had been contacted by Dave Anderson, city building inspector, who conducted a fire inspection of the new building. We need to fix the water cooler upstairs (suggested that we may be able to move the water cooler from the first floor to the second as we will need a handicapped accessible fountain on the first floor), fix a loose handrail at top of stairs in northwest stairwell, and get fire extinguishers checked.

Bobbi Hepper Olson noted that the construction meeting on Thursday, Oct. 30 has been cancelled.

Bobby Koeplin suggested that regarding construction change orders, the Board needs to know costs such as going from a 25 kw generator to a 35 kw generator ahead of time to make decisions. The cost of the 35 kw generator may be \$6,000, but does that include the upgrade in wiring and breaker panel size? Contractors need to know ahead of time so

they can reorder or modify as required and not be a jump ahead of changes. Be proactive and come to construction meetings with changes finalized and knowing how much any change will cost.

Barnes OTM Partnership update: Nothing new to report at this time.

Facilities update (furniture): Office furniture for new building will be stored at the former VANSCO site. Lease agreement for this site was reviewed. Rate is \$0. VC/BC Development Corporation was very helpful in locating this site.

Reviewed construction expenses. Have paid \$138,567.30 to date. Ending balance for September is \$556,000. We have started to use some of our cash reserve. Cindy Wendel and Becky Kratz will put together the construction expense sheet for each Health Board meeting.

SPF SIG update: Will met with Barb Bjorum and she will help with SPF SIG and school policy improvements. She will be a contract employee at \$20/hr.

Mental Health Access Coalition is acting as an advisory group for the SPF SIG grant (\$170,000/yr.). Coalition members voted on several areas regarding student drinking and adult binge drinking and this led to the formation of a strategic plan. The first two phases have been completed. However, Will believes the strategic plan needs to be revised to better reflect what the data supports and not just what coalition members voted for. The strategies chosen under Community Norms were: 1) Alcohol advertising restrictions 2) Working on a local media campaign to change community norms 3) School policies and violations. Under social availability: 1) alcohol restrictions at community events 2) social host liability ordinance (holds parents liable for parties held in their home or on their property) 3) texting tip line. Under individual risk factors: 1) Life skills training or other program targeting school-aged youths K-12 2) Prime for Life or other program targeting high-risk 3) Choices or other program targeting individuals in college.

Will stated that these choices may not have as big an impact as other avenues such as server training, which is taught by Fred Thompson, Valley City Police Chief. Luke stated that city ordinances will appear in a booklet for easy access. Dr. Buhr favored diagnostic assessment for people who aren't sure if they have an alcohol problem. Are these available and where? Theresa will look into this. Luke stated the vote by the coalition was only one perspective. SPF SIG monies must be used by September 2015, but there may be an extension. Cost sharing for a School Resource Officer at VCHS briefly discussed.

Luke questioned if Will had talked with Marcie Bata, Environmental Health Practitioner, regarding the burning of waste oil at a local business. Will stated that she didn't have an opportunity to discuss it with Marcie yet, but would report back to the Board at the November meeting.

NEW BUSINESS: Regional Network Joint Powers Agreement: Eight counties comprise our Emergency Preparedness region. Our public health region had the pilot for this program a few years ago. This is new funding. Ultimate goal is to increase immunizations. Gap analysis conducted by health units. Looking at what services are provided by each district, what services are missing, where we're making/losing money, and what is covered by grants and mill levy dollars. Needed an agreement signed by the end of the year to continue working together. Will continue to work on costs, and where per person in Barnes County

we're spending our money. CCHD spends more on administration than some other counties in the region due to having a certified home health agency. Dr. Buhr made a motion to approve signing the Regional Network Joint Powers Agreement, noting that Theresa Will shall be the CCHD representative on the Regional Network Governing Board. Second by Overn. Unanimous vote, motion carried.

Wellness Center: Will asked if the Board wanted to go on record as supporting the proposed Wellness Center in Valley City. Though supporting the project in general, Overn voiced opposition to the site chosen (east of the VCSU "Bubble"), which is in an area that frequently floods in the spring and during heavy rainfalls. Luke also stated that this area of town has storm water drainage issues. A plan is in place to take care of water displaced by the project itself, but that doesn't take care of the pre-existing problem of recurring flooding in that area, said Luke, even though KLJ claims there won't be a problem. Though Luke believes the city needs a Wellness Center, she said that people need to know that the operating budget needed to maintain this project has to come from somewhere and that charitable dollars will likely be required, which may mean less funding for projects such as the museum, arts, etc. No property taxes will go to support the Wellness Center. For lack of a motion, no action was taken.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 5:42 p.m. The next monthly meeting will be Tuesday, Tuesday, Nov. 25, 3:30 p.m. in the Commission room.

Respectfully submitted,

Dr. James Buhr, Secretary