

**CITY-COUNTY BOARD OF HEALTH MINUTES**  
**Monthly Board Meeting**  
**Oct. 25, 2016**

**PRESENT:** Sharon Buhr, Chair  
Dr. James Buhr, Secretary  
Tom Overn, Vice Chair

**ABSENT:** Cindy Schwehr, Mike Bishop

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

**CALL TO ORDER:** Meeting was called to order at 3:37 p.m. by Sharon Buhr, Chair, in the CCHD conference room.

**AGENDA:** Under Old Business added 6) Revised Budget 7) Other and under New Business added 4) Contract 5) Other. Agenda approved as amended.

**MINUTES:** Board reviewed Oct. 5, 2016 minutes. Dr. Buhr made a motion to approve the minutes as printed. Second by Overn. Unanimous vote, motion carried.

**DIRECTOR'S REPORT:** Reviewed. Will reported that she had applied for a seat on the Barnes County Social Services Board. Will also asked Health Board for approval to apply to the National Council for Behavioral Health for an eight-month initiative to learn more about what public health is doing nationwide to support behavioral health. Will felt it would give CCHD good information that could be utilized locally. Home health has picked up and flu clinics have caused some overtime among nurses. Will also shared a handout regarding medical marijuana initiated measure (Measure 5). Consensus of board to not support Measure 5 because of piece regarding growing own marijuana. Also concerns regarding smoking marijuana vs. smoking tobacco and the health issues that both can cause. Will told the Board that a washer and dryer are now in place at CCHD. And a "For Rent" ad was run in the Times-Record regarding second floor office space, but there were no responses.

**VOUCHERED EXPENSES:** Dr. Buhr made a motion to approve October/November voucherred expenses. Second by Overn. Unanimous vote, motion carried.

**FINANCIAL REPORT:** Reviewed. Home health is \$457 in the red, according to Will, but approximately \$16,000 has been backed up due to a dial-up problem with Medicaid, and this amount just came through this past week and will show up in next month's report. Overn made a motion to approve the financial report. Second by Dr. Buhr. Unanimous vote, motion carried.

*(Moved to item #3 in Old Business)*

**OLD BUSINESS:** Strategic Prevention Framework – Partnership for Success (SPF PFS) update: Katie Beyer introduced to Board as new alcohol prevention coordinator at CCHD under a new four-year grant. Will and Beyer will go for training in Bismarck Nov. 8-9. Youth focus only (ages 12-20). Giving an update, Beyer stated youth drinking rate in Region 6 among students in grades 8-12 (including Barnes County) lowest it has been since 1975. County does continue to struggle in some areas though. Focus on policy with first grant (SPF SIG), but enforcement is likely to be the focus of new grant, said Beyer. Local bars are at nearly 100% compliance rate regarding server training. Under SPF SIG, 21 of 25

counties statewide focused on server training. Awaiting word on proposed revisions to city ordinance; in addition to licensees and managers being required to complete the training, anyone who dispenses or serves would be required to receive server training. CCHD goal is not to reduce commerce but to reduce risky behavior.

*(Returned to item #1 under Old Business)*

On The Move Partnership: Nothing new to report.

Revised 2017 budget: Revised budget reflects 4 mills approved by County Commission (reduced from 5 mills, with 1 mill = \$77,096 approximately). Overn made a motion to approve the revised 2017 budget. Second by Dr. Buhr. Unanimous vote, motion carried.

CCHD Facilities update: Bobby Koeplin, maintenance, has been in communication with Fargo Glass and Paint regarding windows. Restroom remodeling on second floor should be moving ahead soon. Carpeting of second floor hallway and stairs would come next. Will asked Board if they still wanted to move ahead with these projects as they were approved prior to 2017 budget revision. Board Koeplin also wanted Board approval to utilize community service people to clean out the mechanical room. Koeplin would be on site to supervise them. Board was fine with this.

Community Health Improvement Plan (CHIP): Will reported that CCHD was not chosen as one of three sites for a Screening and Recovery Center in ND. Behavioral health subcommittee still working on a community resource list for the Mental Health Access Coalition.

Electronic Health Record: CCHD hasn't started set up of the Patagonia system yet. Patagonia rep discussed possibility of \$22,000 recoup from Medicare of electronic health record cost because Dr. Buhr is our health officer and we use his number to do some of our billing. But Sanford Health Clinic has already utilized Dr. Buhr for the same purpose, so this is not possible. However, the amount they actually received was substantially less. According to rep, there is also a possibility of \$8,900 recoup from Medicaid, but Will has not heard back regarding this and is not hopeful of this funding either. Will/staff will be working on gathering some background materials for Patagonia before staff training begins after Jan. 1.

NEW BUSINESS: Fire inspection report: Dave Anderson, city building/fire inspector, completed a fire safety inspection of building. Need to have the fire extinguisher in mechanical room tagged/inspected. Wanted the water cooler on second floor fixed, but it will be removed when the restroom is remodeled in near future. Everything else checked out fine.

New policies: None.

Contract: Will asked Board if she can contract with Vicki Rosenau as a grant-writing consultant at \$35/hr. Vicki helped write several grants for CCHD while she was employed here. Dr. Buhr made a motion to approve contracting with Rosenau as a grant-writing consultant at \$35/hr. Second by Overn. Unanimous vote, motion carried.

Board reviewed governing board information for policy book.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:50 p.m. The next regular monthly meeting will be **Tuesday, Nov. 22, at 3:30 p.m.** in the CCHD conference room.

Respectfully submitted,  
Dr. James Buhr, Secretary