

CITY-COUNTY BOARD OF HEALTH MINUTES

Monthly Board Meeting

November 26, 2013

- PRESENT:** Sharon Buhr, Chair
Dr. James Buhr, Secretary
Madeline Luke
Tom Overn, Vice Chair
Cindy Schwehr (left at 3:46 p.m.)
- ABSENT:** None
- ALSO PRESENT:** Theresa Will, RN, Director
Angie Martin, Office Manager
Beth Viland, WIC Director
- CALL TO ORDER:** Meeting was called to order at 3:05 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.
- AGENDA:** Additional item added under Old Business: 4) Crossroads letter 5) Valley City Smoke Free Ordinance 5) Other. Agenda approved with this addition.
- MINUTES:** Dr. Buhr made a motion to approve the minutes of the Oct. 22 monthly meeting. Second by Overn. Unanimous vote, motion carried.
- DIRECTOR'S REPORT:** Recently met with the Regional Network Group. Dr. Mark Strand and his grad student want to conduct a survey that will be conducted with all the Health Board members. It should take about 20 minutes to complete the survey. The survey is confidential. It will refer to Barnes County and surrounding counties. It will be a telephone survey.
- VOUCHERED EXPENSES:** Luke moved to approve the voucherred expenses for November/December. Second by Dr. Buhr. Unanimous vote, motion carried.
- FINANCIAL REPORT:** The financial report was reviewed. Home Health is \$7,255 in red. But did receive a check from Medicaid for approximately \$17,000 that came Nov. 25 and is not reflected in the report as printed.
- OLD BUSINESS:** Barnes OTM update: Nothing to report at this time.
- CDM update: CCHD now has two clients on service and has had some referrals that don't qualify under the criteria set up. Hoping to get five clients on service. Board questioned the criteria regarding the need for a hospitalization episode. The criteria was e-mailed to Board members to review prior to the program beginning, however some did not remember reviewing them. Theresa will send out the original e-mail to review again.
- CCHD facilities update: Theresa hasn't been able to touch base with architect Bobbi Hepper Olson recently. Gave update on PACE/Flex loan which would buy down the interest from 4% to 1% (amounts to approximately \$37,000 on \$350,000 loan). Jennifer Feist has approval from the Development board to do it as a grant instead of a loan. The Development board has indicated that they see CCHD as such an integral part of the community that they would want to do it as a grant rather than a loan. Their part of it (local) is \$9,259 and the Bank of North Dakota's portion amounts to \$27,000. It would take CCHD's monthly interest payment from \$1,458 to \$291 over a five-year period. The

local money (\$9,259) will come out of Barnes County Development funds, not Valley City Development funds.

(New Business item inserted at this point as Board member Cindy Schwehr had to leave the meeting early.)

Will gave a brief update to the Board regarding an agenda item (WIC discussion) under New Business. Beth Viland, WIC director, wants to stay in her current office site when CCHD moves into the new facilities next year as she has more room now than she will have in the new facility. One of the points of the new facility is to house all portions of CCHD in one building rather than have separate offices for Tobacco Cessation and WIC for a “one-stop shop” concept. Will has visited with Ruth Bachmeier, Fargo WIC director, regarding their recent move, and Sharon Buhr has spoken to the state WIC director who expressed her concerns regarding rent/expense equity. Everyone will need to be involved in the ultimate decision. Theresa and Cindy Schwehr strongly favor WIC being in the new facility. Board members saw benefit to WIC clients being at the new facility as far as immunizations and the close proximity to a grocery store where they can use their WIC vouchers. Viland will visit with the Board later in the meeting.

(Return to Old Business)

Will received a letter from Crossroads Steakhouse and Lounge co-owner Delaine Huseby, rural Enderlin, regarding the Board’s denial of a septic variance for their business. Letter was e-mailed to Marcie Bata, EHP for Barnes County, for her input. The letter’s intent is basically to refute water usage for the business, drain field material and depth, and depth of mottling. Supporting documentation was also attached regarding water usage. Bata responded to Will with requirements. Schwehr said the County Commission has alluded, in general discussion, to the fact they will support Bata and will not go against state requirements on this issue, though they have taken no official action at this time. The drain field is short regardless of how much water the business uses. The Board stated that they stand by their original denial of the septic variance. They would like Will to send a reply to the owners stating the following: They do not think anything substantively new has been added by their letter. Their option is to upgrade their system since the drain field does not meet current requirements, regardless of their water usage, and does not warrant revisiting the issue at this time. They must meet the requirements by upgrading their system or do pumping as needed.

VC Smoke-Free Ordinance: A letter was composed Sept. 24 by Theresa and Sharon Buhr, per Board request, urging the city to adopt the state law locally. Luke advised Theresa and Sharon to request a time slot to address the Commission on this topic in December and request a motion to adopt the ordinance. Luke requested that they mail or e-mail commissioners some information in advance of the meeting.

NEW BUSINESS:

(Discussion regarding WIC office continued with Beth Viland)

Viland addressed the Board and requested that the WIC office be allowed to remain in its current location on Central Avenue rather than move into the new CCHD facility next year. She is concerned about the amount of space allotted to WIC at the new site. She currently has 680 sq. ft. of space (476 sq. ft. for office room and the remainder is used for storage). The current office measures 17’ x 27.8’ and the secondary room is 17’ x 12’. 180 sq. ft. is the amount of space allotted within the new facility under the proposed design. Viland stated she sees 75-90 families each month. The typical family shows up for appointments with mom plus one or two other adult family members, plus 1-5

children. At least 20% of families have 4+ people coming to each appointment. The infant equipment today is also much bigger than it was 20 years ago. The WIC office is open Monday-Wednesday and possibly Thursday (briefly) if needed. Viland said a concern is that WIC can expect projected budget cuts of possibly up to 7% for 10 years. She also stated that the state WIC office is concerned about long-term costs, remodeling costs, and rent equity and how it could possibly affect the local office if they move. Viland invited the Board to tour the current WIC office and equipment. Sharon proposed that the Board adjourn and walk down to the WIC office and see the layout.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:21 p.m. The next meeting will be held Tuesday, Jan.28 at 3:00 p.m. in the County Commission chambers, unless some business needs to be taken care of in December.

Respectfully submitted,

Dr. James Buhr, Secretary