

CITY-COUNTY BOARD OF HEALTH MINUTES
Monthly Board Meeting
January 22, 2013

- PRESENT:** Sharon Buhr, Chair
Dr. James Buhr, Secretary
- Tom Overn, Vice Chair
- ABSENT:** Madeline Luke
Cindy Schwehr
- ALSO PRESENT:** Theresa Will, RN, Director
Betty Olson, Admin. Services Coordinator
- CALL TO ORDER:** Meeting was called to order at 3:10 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.
- AGENDA:** The agenda was approved as printed with the addition of Sliding Fee Scale under New Business, Item 4) Fee change/Sliding Fee Scale.
- MINUTES:** Overn moved to approve the minutes of the November 27, 2012 meeting as printed. Second by Dr. Buhr. Unanimous vote, motion carried.
- DIRECTOR'S REPORT:** The Board reviewed the Director's Report. Theresa discussed with the board the grant proposal for Kristen Bear to become a certified lactation consultant. She clarified that the newborn home visiting numbers had drastically decreased in 2012, and following further discussion she will try to find out how many babies were born from Barnes County but delivered elsewhere.
- VOUCHERED EXPENSES:** Dr. Buhr moved, Overn seconded a motion to approve the vouchered expenses for December 2012/January 2013. Unanimous vote and motion carried.
- FINANCIAL REPORT:** The financial report was reviewed. Will reported that Home Health had \$17,138.88 more revenue than budgeted for 2012. Cash reserve is now at \$587,305.91.
- OLD BUSINESS:** Achieve grant: Sharon Buhr reported that Achieve is currently working on a few projects for a safer community – installing flashing lights at Central Avenue and 5th Street and will also look into the possibility of reducing speed. Another project is a multipurpose path from 5th Ave. NE to Central Avenue on 9th St. NE. More preliminary work needs to be done before they apply for a federal grant.
- Erma Overby Scholarship update: Will reported that the amount to date in this fund is \$5,120. The amount needed for an endowed scholarship is \$10,500. More fundraising ideas/opportunities will be brought to the Board as they come up.
- Chronic Disease Management (CDM) update: Will continues to work with Blue Cross Blue Shield and the Department of Health regarding the CDM program. At the November board meeting there was a motion approved to take money from the cash reserve for one year to fund expanded CDM services, beyond what is currently offered. Will reported that Dr. Dwelle felt that this should not be done, stating that public health will never move forward in becoming a paid service – it should be looked at as a needed service for payment. A meeting will be set up with Dr. Dwelle, Dr. Buhr, Dr. Mark Strand, NDSU,

and Will to discuss setting up a CDM pilot project with MediQ/Blue Cross Blue Shield, with patients of Dr. Buhr as the focus.

Community Health Assessment update: Will reported there is a meeting set up on February 5, 2013 to look at the results of the local violence data. The Community Health Improvement Plan (CHIP) has three priority areas – violence prevention, chronic disease prevention, and substance abuse prevention and increased access for mental health services.

NEW BUSINESS: Election of Officers: Motion from Overn to continue with same officers for CCHD Board of Health – Sharon Buhr as Chair, Overn – Vice Chair, and Dr. Buhr – Secretary. Dr. Buhr seconded the motion with a unanimous vote and motion carried.

Annual review of CCHD Board of Health By-Laws: The Board reviewed the by-laws with no changes made.

: Public Health Legislative Priorities: Will gave the Board a handout with info on local public health legislation (LPH), which includes 1) LPH State Aid Optional Appropriation Request (OAR) – Governor’s Budget, Senate Bill (SB) 2004; 2) Oil Impact OAR – Governor’s Budget, SB 2004; 3) Universal Immunization – Governor’s Budget, SB 2004; and 4) Regional Public Health Networks, SB 2030.

Fee change/sliding fee scale: Overn made a motion to accept the new sliding fee scale based on 25-100% of the cost assessed for services. Dr. Buhr seconded the motion with unanimous vote and carried.

Interactive Video Network System changes: Will reported that she met with the Barnes County Commission earlier in the day to let them know that according to CDC regulations the IVN can be used only for public health purposes and other agencies are not able to use the IVN, as it was purchased with CDC monies. Theresa will update the Board as other information becomes available.

Other grant application updates: Will informed the Board that CCHD was awarded a \$10,000 immunization grant to increase adult immunizations and increase HPV vaccinations for adolescents/young adults. This grant begins Jan. 31, 2013 and needs to be completed by September 2013. CCHD also received a \$25,000 worksite wellness grant that runs from January-December 2013. Will applied for a breastfeeding grant in the amount of \$2,500 through the CDC and will find out on February 19 if awarded to CCHD – this grant would need to be used by September 16, 2013.

New Forms/Policies:

- Foot Care Tool Cleaning and Sterilizing: Dr. Buhr made a motion to accept, seconded by Overn. Unanimous vote and carried.
- Reporting Violations of ND’s Smoke-Free Law Policy and Incident Report of Noncompliance: Dr. Buhr made a motion to accept, seconded by Overn. Unanimous vote and carried.
- Venous Lead Screening Policy and Lead Screening Consent: Dr. Buhr made a motion to accept, seconded by Overn. Unanimous vote and carried.
- Health Tracks Policy: Dr. Buhr made a motion to accept, seconded by Overn. Unanimous vote and carried.

- Smoke-Free Law Variance Applications Policy and Variance Application: Board would like to take a more extensive look at the policy and application before making a motion – tabled until next board meeting.

Other: Overn made a motion to approve the payment of 24 hours of vacation to Theresa Will. She was not able to use these vacation hours due to the deadline in submitting the Immunization grant (which was recently awarded). Dr. Buhr seconded the motion. Unanimous vote and carried.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:43 p.m. **The next meeting will be Tuesday, Feb. 26, 2013 at 3 p.m. in the County Commission room.**

Respectfully submitted,

Dr. James Buhr, Secretary