

CITY-COUNTY BOARD OF HEALTH MINUTES

Monthly Board Meeting

June 25, 2014

- PRESENT:** Sharon Buhr, Chair
Dr. James Buhr, Secretary
- Tom Overn, Vice Chair
- ABSENT:** Madeline Luke
Cindy Schwehr
- 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 County Commission room in the Barnes County Courthouse.
- AGENDA:** The Board agenda was approved as printed.
- MINUTES:** Will noted that under the Director's Report, regarding the clean-up situation of private property located in Eckelson, it stated that there was no septic system on the property. The minutes should state that "Marcie Bata, EHP, was unable to see a septic system on the property during clean-up and there is likely no system in place." There is supposedly a holding tank on the property. Following discussion, Overn made a motion to approve the minutes of the May 27, 2014 monthly meeting with the noted correction. Second by Dr. Buhr. Unanimous vote, motion carried.
- DIRECTOR'S REPORT:** Will stated that she submitted the SPF SIG assessment workbook and was informed that it only needs minor revisions. Block parties were discussed – Marcie Bata, EHP, suggested that food safety information should be made available to participants. 17 AEDs are outdated in Barnes County. Some local churches would like to have AEDs. An AED costs approximately \$2,000. Sarah would like to contact some restaurants about having an AED on site. Board members noted that Community Grant funds may be available to purchase AEDs. Dr. Buhr noted that Mercy Hospital and Barnes County Ambulance are getting a Lucas II CPR machine (performs mechanical CPR compressions). He saw a demonstration at the fire hall. Home health has been busy but the financials aren't reflecting it yet.
- Will noted several environmental health issues including:
- Marcie has received numerous phone calls from the Eckelson area thanking her and the clean-up crew for cleaning up the private property of one individual in their community. The owner is being given a chance to pump out his holding tank and Marcie will check on it again.
 - The septic situation at the Crossroads Bar and Grill near Enderlin. The owner has a septic permit, purchased by Six D Construction, but then he wouldn't sign a contract with them. Another local contractor has been contacted but is not interested in doing the project. The agreement with the owner was that he have a permit and plan in place by May 15. Tim Haak from State Food and Lodging is looking at a process for shutting him down at this point and has talked with Carl Martineck, Barnes County States Attorney. Theresa will talk with the County Commission and see if they want the state to shut him down or if they want to do it.

- Two employees from East Main Variety/Big Music have made a complaint that there is mold and feces (sewage) in the basement. Dave Anderson, city building inspector, said the basement was only wet when he looked at it recently. Marcie Bata, EHP, will check the situation next week.
- The city swimming pool closed down to super-chlorinate their pool as they failed the last two samples.
- The local theatre called about serving hotdogs, but Marcie told them they would need to have washing facilities for both hands and dishes. Hasn't heard any more from them.
- Jim Jones, Kathryn, is trying to hook up to the city sewer system there and is having an issue with the local officials. Kathryn officials say he has to pay before he can hook up. Marcie will monitor situation.
- Marcie has been working with the Rusty Cage Bar & Grill, the bar portion of Mo' Eats in Valley City.
- Has been in touch with a couple unlicensed caterers in Valley City.
- Marcie wants to know when the new frozen yogurt shop is opening in Valley City as she hasn't made contact with them yet and they need to be checked before the store opens for business.

**VOUCHERED
EXPENSES:**

Dr. Buhr made a motion to approve the vouchered expenses for June/July. Second by Overn. Unanimous vote, motion carried.

**FINANCIAL
REPORT:**

Home Health is currently in the red due to being behind on, primarily, Medicare billing (episode needs to be closed before it can be billed and we have had more Medicare admits). Becky has been overloaded since the first of the year due to keeping up with the Regional Network grant requirements and other billing issues. Cindy Wendel is working 8-10 hours per week to help catch up. Received school and city funding this month.

OLD BUSINESS:

OTM update: Sharon reported that she put in an application for a Community Foundation grant for \$5,000. OTM also got the \$5,000 American Heart Association grant that she applied for.

CCHD building update: There has been some confusion regarding the rents from tenants in the former FCCU building. Miller Elevator had paid FCCU rent for two years at once and Dean said they are paid up through September 2014. FCCU will pay us back for June through September however, CCHD took ownership May 9 and we will need to look into prorating May's rent. The law office paid May rent to FCCU (\$1,500/mo.), so we will need to prorate their rent also.

The elevator contract is in place at \$90/mo.

Open bids July 10 at 11:30 a.m. in the Commission Room. Will review the bids at the next Health Board meeting. Board members are encouraged to attend. Health Board members really must attend the July 22 meeting when bids will be reviewed.

Emergency preparedness grant for the generator failed. We need the generator in place for vaccine refrigerators and freezer (mandatory). Theresa was urged to apply for generator funding from the Community Foundation.

Sharon noted that the big windows on the east side of the building allow a lot of heat into the entryway. Would Theresa ask the architect if there is any way to modify that situation?

Fees review: Tabled.

Program evaluations:

- Flu: 1,696 flu immunizations given during 2013 season as opposed to 1,618 during the 2012 flu season. Total net: \$25,853.
- Health Tracks: Net gain: 5,359.72
- Foot care: 486 visits. Net loss: \$6,887.65 (less than other years)

NEW BUSINESS: 2015 mill levy request discussed. CCHD will request full 5 mills allowed under Century Code guidelines. Dr. Buhr made a motion to request \$350,000 from county in 2015. Second by Overn. Unanimous vote, motion carried.

Regional Network: Will attended a two-day educational retreat June 23-24.

Policies/forms: There were no new forms or policies to review at this meeting.

Sharon Buhr noted that Vicki Rosenau should check regarding people smoking on the bench near the Leever's Super Valu entrance (less than 20 feet from entryway/windows/vents).

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:45 p.m. The next monthly meeting will be held Tuesday, Tuesday, July 22, at 3:30 p.m. in the Commission room.

Respectfully submitted,

Dr. James Buhr, Secretary