

**Minutes: Meeting of the Aitkin Itasca Koochiching Community Health Board  
October 15, 2015  
Backus Community Center, International Falls, MN**

**CALL TO ORDER**

- a. Brian McBride called the meeting to order at 10:35AM.
- b. Attendance:  
Ihleen Williams, Lester Kachinske, Brian McBride, Ward Merrill, Betsy Johnson, Leo Trunt, Janelle Schroeder, Kelly Chandler, Erin Melz, Derek Foss, Terry Murray, Tara Besch, Annie Harala, Louise Anderson, Ben Kofoed

**WELCOME NEW MEMBER**

Ward Merrill was welcomed as a new member of the Community Health Board. Mr. Merrill is a community representative for Koochiching County.

**APPROVAL OF AGENDA**

On Lester Kachinske's motion, Ihleen Williams seconds the motion, the board approved the current agenda.

**BRAD KRASAWAY, DIRECTOR OF STUDENT LIFE, RAINY RIVER COMMUNITY COLLEGE (RRCC)**

There will be a summit in December 9 to work on health worker shortage in the county, hosted by Rainy River. The event will likely be in the afternoon or evening. Rainy River Community College was unable to sustain accreditation for nursing program. RRCC feels they are currently lacking funding necessary to develop a good program for to meet needs of community. All members of this board welcome to attend this meeting. We will send more information as it is released.

**REVIEW AND APPROVAL OF AUGUST MINUTES**

Ihleen Williams moves to approve minutes with fixes to typos, seconded by Lester Kachinske, the August minutes are approved.

**FINANCIAL REPORTS**

*Administrative*

Insurance:

Ben Kofoed posed the question of the Board's current insurance coverage. Lester Kachinske believes that we should qualify for Minnesota Counties Insurance Trust Fund Coverage – look into this. Ben Kofoed is directed to further look into this insurance question and report back on answers.

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*SHIP*

We are on target to spend budget by end of October.

*WIC*

Why is Aitkin over on WIC? More cannot be budgeted because it is based on a state formula

- c. Leo approves to approve financial report, seconded by Ihleen seconds motion, motion carries.**

**AUDIT RESULTS**

Most received copy of the Audit, which showed no glaring concerns. Christine Krebs, our fiscal host, participated in this audit. One recommendation was oversight and increased separation of duties. **Betsy moves to accept audit, Lester seconds audit; motion carries.** Kelly Chandler will email a copy to Derek.

**SCHSAC REPORT**

Betsy Johnson gave a background of SCHSAC, and detailed that the focus of their work going forward is health equity. **Ihleen moves to approve SHSAC report, seconded by Leo Trunt; motion carries.**

**LPHA REPORT**

AMC District meetings:

LPHA has requested we represent public health at AMC District meetings to promote the inclusion of increased Family Home Visit reimbursements on their agenda. Eric Villeneuve will be attending the District 2 meeting. Louise Anderson will attend District 1.

**MIIC UPDATE**

Ben gave update on proposed MIIC structure. Itasca and Aitkin have agreed to cover clinics in Koochiching. Betsy Johnson would move that we approve the proposed arrangement. Do we need a separate Joint agreement for this? The county attorneys will need to approve the governance structure. It was clarified that dollars for this grant will come into Itasca CHS and be distributed from there. St. Louis County's board is in approval of using some LPHG funds to establish 1.0 FTE initially.

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Betsy recommends that we set up the accounting system to track St. Louis County subsidy so we can track and credit St. Louis County for subsidization.

**Betsy moves that we authorize staff to move forward with this process – enable AIK to be fiscal host/agent. Ihleen seconds, motion carries.** December update requested.

**SHIP & CWG REPORT (ANNIE & LOUISE)**

Louise Anderson, CCLS CHB Administrator, gives update on CWG

Initially, Community Transformation Grant from CDC. This very competitive grant was awarded to just 3 regions in MDH. CWG is targeted specifically at adult populations, making it unique from most of the grants we administer. Broadly, it focuses on obesity, diabetes, heart disease/stroke, high blood pressure. The four grant areas are: Environmental change; Support for Health Lifestyle Change; Health System Interventions focusing on Populations with Disparate rates of Hypertension and Prediabetes; Community Clinical linkage strategies

Annie Harala, Healthy Northland SHIP Coordinator, gives update on SHIP

- Healthy living, eating, exercise
- Works in communities, health care, schools, etc.
- Coalitions – 155 throughout the Healthy Northland region
- Working on comprehensive plans

**LOCAL PUBLIC HEALTH UPDATES**

Aitkin

- New staff coming soon (Gabriele Jacobson) MnChoices assessor and case management, and a new staff (Brea Hamdorf) started Monday.
- Have begun flu shot clinic, but slow start for uptake

Itasca

- PH Supervisor opening just posted today
  1. Oversees MnChoices, case management, PCA, etc.
- Will be a new MnChoice assessor position as well
- \$23,000 for Toward Zero Deaths
  1. Focusing on speeding, road safety, alcohol use, and distracted driving

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- E-Cigarette ordinance language: there has been a stall in this, but it is up and moving again. Still working with Public Health Law Center. Adding e-cigarette language to Clean Indoor Air Act and ordinance regulations about where flavored e-cigarettes can be sold

Koochiching

- Derek gave update.
- Tara is the EP Coordinator and SHIP Coordinator
  1. Will be working with ISD 361 in SHIP 4
- Looking like WIC numbers will increase this winter. There is only 1 nursing staff working on WIC in Koochiching
- 3 case management programs
  1. Elderly waiver, CADI Waiver, and MnChoices
- 2 full time home visiting nurses

**3 MONTH REVIEW FOR PH PLANNER**

- Ben needs a review in the next couple weeks
- Board provide feedback to Kelly for review
- 6 month probationary period

**Dee Finley and Deb Burns visit next Board meeting.**

- What do we want to discuss next time?
  1. Funding structures of various grants. How is money divided between counties for each grant?
  2. Betsy wants a general overview of MDH structure, how the organization relates to local, and how CHBs relate to it. How MDH itself is funded, how it's used, how many employees, etc.
  3. MDH Org charts
  4. We will invite fiscal staff from each county to attend this
  5. Lester would like to hear more about what the Community health Department is doing about acting on Social Determinants of Health?
  6. Are there things they want *us* to know?

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**Child & Teen Checkup Contracts**

For C&TC contracts, we are required to have them signed by an attorney. Currently, we are taking these to a private attorney and it costs \$75 every time. Do local county attorneys in Aitkin or Koochiching have the capacity to do this for us?

**Erin can talk to Jim. Derek can talk to Jeff. Next time we need a signature, we can submit to either Aitkin or Koochiching County Attorney's confidentially.**

**Mutual Aid Agreement between AIK Counties for Emergency Preparedness**

There is shared interest in accomplishing this. Will need to go in front of each county board for approval, and get all county attorneys to look at this. Arrangements will include both HHS and PH departments.

For now, we can informally agree to go ahead with this, and will seek formal CHB approval after counties have individually approved this.

**Ihleen Williams asks - each County has Senior Programs, does the Community Health Board work with senior programs? In what ways are we doing this?**

MnChoices and home/community based programs are mostly senior programs. There is also public health collaboration with home/community based care.

**NEXT MEETING**

- d. 10:00-2:00 on December 10<sup>th</sup>, Grand Rapids

**ADJOURN**