

CHB DRAFT Meeting Minutes

December 10, 2015

CALL TO ORDER

Brian McBride called the meeting to order at 10:07 AM.

In Attendance:

Ihleen Williams, Lester Kachinske, Brian McBride, Ward Merrill, Betsy Johnson, Leo Trunt, Janelle Schroeder, Kelly Chandler, Erin Melz, Derek Foss, Terry Murray, Eric Villeneuve, Tom Burke, and DeeAnn Finley (MDH).

APPROVAL OF AGENDA

Leo Trunt moves to approve agenda (Laurie Westerlund seconds) motion carries.

Brian McBride adds follow-up – insurance, but Kelly Chandler clarifies that we are unable to become a member of MCIT.

Brian McBride identifies that we will need board approval for contract with Gordon Dale accountants – added to agenda.

REVIEW AND APPROVAL OF OCTOBER MINUTES

Kelly has correction: under SHIP/CWG – correct the language citing CWG as “originally Community Transformation Grant” to 1422.

Ihleen Williams moves to approve October minutes (Lester Kachinske seconds) motion carries.

MDH REPORT AND LEARNING SESSION

The Board hosted Dee Finley to give a presentation on MDH and its relationship with Community Health Boards in Minnesota.

FINANCIAL REPORTS

a. ADMINISTRATIVE

- i. We will need to pay unemployment benefit for Grants Manager.
- ii. Carryover funds – in the past, if we had any carryover dollars, we would always consider them local county tax dollars as a match

b. GRANT BUDGET

- i. Aitkin was working off a different SHIP budget, which explains discrepancy in overspending.

c. Lester moves to approve **financial report (Betsy Johnson seconds). Motion carries.**

d. Auditor discussion: Multi-year proposal from Gordon Dale:

The Board discussed whether to continue with same auditor or put out a request for proposals.

If we were to switch auditors, it does some extra staff time to get caught up. Eric Villeneuve

believes that the current cost is very reasonable for a full audit. It was inquired whether Dale's audit meets standards, and Eric Villeneuve said that when they have been audited, the CHB's audit process has not been as issue.

Ihleen Williams moves to approve contract with Gordon Dale (Ward Merrill seconds).

Motion carries.

Need an approval of the contract with Gordon Dale

Betsy Johnson moves to sign and approve contract for \$6,500 per year with Gordon Dale.

Motion carries.

WIC AUDIT RESULTS

Ben Kofoed reports that the CHB (and each of the three counties) had a successful MDH audit of CHB and county WIC programs and finances.

MIIC UPDATE

We are moving forward with this collaborative proposal and work plan. Budget conversations will continue with CCLS CHB and State.

PPMRS UPDATE

We will be reporting on the 2016 budget in December for the Public Health Planning and Performance Measurement Reporting System (PPMRS).

The discussion was had whether we need to revisit the county breakdown percentages of LPHG and other grant allocations. Ben will look into the breakdown percentages currently used by other multi-county Community Health Boards. Put together a table based on population, perhaps DHS formula. Additionally, we need to find out where our own percentages come from. Ben and Kelly will work in this; it is likely close to 2000 census. Lester Kachinske also offered that another way to look at a formula would be to evenly distribute some base level funding across the 3 counties, then use the leftover money to allocate based on some kind of need assessment (eg population, distance, and services). The board could settle on an approach in 2016 and use those future amounts going forward into 2017 and 2018.

Note: For WIC in 2016, we'll probably break it down in a way that is beneficial and gives the benefit of the doubt to Aitkin, as they tend to substantially overspend their WIC budget.

QI COUNCIL

We would like to establish a QI Council on the Board. We have a Quality Improvement Plan, and want a Board council to look at quality improvement projects. The aim for this group would be to meeting two to three times a year.

Lester Kachisnke and Ihleen Williams will participate as board members on the QI council.

We will meet in February and decide how to move forward and report to the board on that.

CWG/SHIP REPORT

- SHIP: Beginning SHIP 4, existing SHIP structures and activities largely staying the same
- Community Wellness Grant:
 - Betsy is contracted to do Community Food Environment Assessments
 - MDH is working with Counter Tools; created a nationwide GIS database.
CounterTools has streamlined NEMS in an evidence-based way
 - Diabetes Prevention Program and Network growing in Itasca
 - 2 clinics participating in Koochiching County (Essentia and Rainy Clinic) & 1 clinic in Itasca County (Essentia Deer River)
 - There is an National Diabetes Prevention Program training in January in Hermantown
Discussion was held on whether we could target IAMCare regarding NDPP coverage.
Eric Villeneuve suggested that this might be a tough time to reach out to them, as they are limited in community partnerships opportunities for 2016. Betsy Johnson suggested that maybe this is the time that the community could provide adjunct staff for IAMCare.

XI. LPHA REPORT

Ben Kofoed discussed LPHA's legislative priorities, which include continued support for SHIP funding, advocating an LPHG funding increase, increasing MA home visiting reimbursement, and securing an MA payment for asthma care services.

MEETING DATES & LOCATIONS FOR 2016

February 11

April 14

June 9

August 11

October 13 – would be in International Falls

December 8

We will start with meeting time from 10:00-1:00; and the board is accepting of continuing to hold these meetings (other than October) in Grand Rapids.

LOCAL PUBLIC HEALTH UPDATES

Derek Foss (Koochiching)

Derek Foss provided an update on LPH activities in Koochiching County. In response to a long-standing absence of a County Medical Director, Derek has connected with a physician from Littlefork who is interested in this. More conversations are still required to confirm this placement. Additionally, a social worker position has been filled in Koochiching, and Tara Besch continues to do good work on Safe Routes to School for SHIP and additional planning grant funding. Brian McBride inquired whether a cash match will be required, in which case it might be difficult to get the city to partner and provide the cash match needed.

Erin Melz (Aitkin)

Erin Melz provided an update on LPH activities in Aitkin County. The Farm to School Program is going strong, two staff became ACE training certified, and Stacey continues to work with Riverwood on C&TC billing. Additionally, Aitkin has begun successfully billing home visits and car seats using Nightingale Notes. Aitkin will be moving health insurance coverage from UCare to Health Partners and Blue Plus.

Kelly Chandler (Itasca)

Kelly Chandler provided an update on LPH activities in Itasca County. There continues to be an open Supervisor position, which has been vacant since October. Itasca is also short-staffed in MnChoice Assessors. She continues to work on E-Cigarette ordinance for the county.

NEXT MEETING

The next meeting of the Board will be held February 11, 2015 in Grand Rapids from 10:00AM-1:00PM.

ADJOURN

Meeting was adjourned at 1:30 PM.