

**AITKIN-ITASCA-KOOCHICHING
COMMUNITY HEALTH BOARD
MEETING MINUTES
August 13, 2015**

Grand Rapids, MN
Itasca Resource Center

Members Present

Betsy Johnson, Itasca County
Lester Kachinske, Itasca County Representative
Brian McBride, Koochiching County Commissioner
Laurie Westerlund, Aitkin County Commissioner
Ihleen Williams, Aitkin County Representative

Members Absent

Leo Trunt, Itasca Board

Others Present

Derek Foss, Public Health Supervisor
Terry Murray, PHHS Director @ Koochiching
Erin Melz, Public Health Supervisor @ Aitkin
Janelle Schroeder, MDH Regional PHN Consultant

Staff Present

Kelly Chandler, CHS Administrator
Ben Kofoed, CHS Public Health Planner

Call to Order

Brian McBride called the meeting to order at 10:09. Introductions of Ben Kofoed and Derek Foss.

Approval of Agenda

Betsy Johnson suggested that we might require Board approval of reimbursing expenses incurred at CHS Conference – agenda amended as such. **Betsy Johnson moved; seconded by Ihleen Williams; motion carries.**

Approval of Past Meeting Minutes

Reviewed minutes of past four meetings (May 13, June 11, June 18, July 8)

Ihleen Williams moves to approve minutes; seconded by Laurie Westerlund; motion carries.

Financial Reports

Discussion held regarding what the Board finds helpful in financial documents provided by Ben Kofoed. Betsy Johnson suggests the written report includes no numbers – simply narrative discussion on progress and how our spending measures up against budgeted expectations.

Lester finds it helpful to see little summary explaining what each grant is and how it's spent.

Lester Kachinske moves to approve financial reports; seconded by Betsy Johnson; motion carries.

Discussion of per diems on board expense reports. **Lester Kachinske moves to approve *per diems*; seconded by Ihleen Williams; motion carries.**

Local Public Health Grant Increase

Kelly asks about changing the funding. Suggested that extra funding goes to locals.

Lester would like to see how these formula works. Janelle clarified that TANF formula is different than Title V. We should discuss this with Deb burns and Dee Finlay – they will be at Pitch the Commissioner, we could discuss how these formulas work. Likely will be discussed in December for 2016 Budget formation.

Ihleen Williams moves to distribute additional funding according to existing formula; seconded by Lester Kachinske; motion carries.

CHS Conference

October 7-9. Who will attend?

Betsy (SCHAC pays her way to the conference, CHB pays her way home), Laurie, Ihleen (will drive back and forth – won't stay at the resort. Will be there lunch Thursday and Friday), Lester, and Brian – aside from Ihleen, everyone will be getting a room/meal package for the whole time. Leo will not be attending.

It will be room, mileage, and per diem. Ben will register the Board Members. Bring expense sheets to the conference.

Betsy Johnson moves to approve room, mileage and per diem expenses for board members attending CHS Conference; seconded by Lester Kachinske; motion carries.

Pitch the Commissioner

August 27th. Kelly said we want as many Board members to attend as possible. Do we want Board members to get comped a meal and per diem?

Lester Kachinske moves to reimburse per diem, mileage, and lunch for Board members attending the Commissioner event on Thursday the 27th; seconded by Betsy Johnson; motion carries.

Board will get together for lunch after the event. Leonard's 1:00pm. ~10 people. Eric and Leo will not be there.

Next Meeting Date

Kelly Chandler asks whether we want to try to meet during CHS.

We will meet the *Thursday, the 15th of October at 10:00AM in International Falls*. Ihleen will be there, Laurie will not.

Betsy Johnson requested a SHIP/Community Wellness Grant Presentation on what's happening in region (in October). Reps from Healthy Northland will come to I Falls to present on these efforts. The Board will conduct a budget education meeting in December with MDH representatives.

DHS Form Discussion

Have been finished prior to meeting. No discussion here.

CHIP, QI, Strategic Plan

Lester recommended an update of CHIP goals and things progress every ~6 months. Maybe the first big update would be in December (would have updates in June and December).

Janelle discussed the reasons for interest in regular review processes from MDH. Ben and Amy will work closely together on CHIP and Strategic Planning and QI things will be Ben's.

Looking for Board Members to participate on the QI Council (need at least one rep for each county). How frequent will this Council need to meet? Betsy was supportive of this idea.

Local Public Health Association (LPHA) Report

LPHA – working on updating the State and Federal legislative platforms. Kelly's groups were mental health and family home visiting.

SHIP was zeroed out as bargaining tool, but funding restored. In future, how do we market SHIP to avoid this sort of politicization? There is a need to get public health on the governor's radar.

Tom Burk had called Lester – highlighting that recruiting public health nurses is difficult in rural Minnesota. How should commissioners deal with the shortage of public health nurses? Janelle said that Public Health Nurses were added to the loan forgiveness program. Kelly proposed we should be marketing at colleges/nursing schools. Would it be legal for Koochiching to advertise “may qualify for rural medically underserved loan forgiveness program?”

State CHS Advisory Committee (SCHSAC) Report

Betsy distributed SCHSAC Report. Ben can perhaps attend these meetings.

Laurie Westerlund moves to approve report; seconded by Lester Kachinske; motion carries.

Public Health Reports

Erin reported on Aitkin (see attached).

Kelly reported on Itasca.

E-cig proposals – Board requested that Kelly come back with ordinance language.
Presenting on MIIC situation in state and CHB.

Terry gave update for Koochiching.

- breastfeeding room at the public health department has been completed (SHIP)
- family social services provider – integrating that position with public health
- trying to link up adult/children's mental health between public health and social services
- County transportation department looking at expanding a bike path – they're encountering some resistance from landowners

Lester Kachinske moves to adjourn meeting; seconded by Betsy Johnson; motion carries. Meeting Adjourned.