

MINUTES
Goodhue County Public Health Service
BOARD OF HEALTH MEETING
Tuesday, November 21st, 2006
1:00 p.m.
County Board Room-Government Center
Red Wing, MN 55066

Members Present: Commissioners Dan Rechtzigel, Richard Samuelson, Jim Bryant, & Ted Seifert
Member Absent: Commissioner Ron Allen

Others Present: Karen Main, Sue Morgan, Jason Petersen, Susan Brace-Adkins

I. Call to Order

Chair, Ted Seifert called the meeting to order at 1:04 p.m. in the County Board Room, Red Wing, Minnesota.

II. C/Seifert asked if there were any disclosures of interest. C/Seifert stated that he will not vote be voting on the items on the consent agenda, his employer Hiawatha Homecare is included.

III. Approval of Agenda

Motion by C/Samuelson, seconded by C/Bryant, carried to approve the agenda for November 21, 2006.

IV. Approval of Minutes

Motion by C/Rechtzigel, seconded by C/Samuelson, carried to approve the minutes of the September 19th, 2006 Public Health Board meeting as presented.

V. Consent Agenda

Motion by C/Bryant, seconded by C/Rechtzigel, carried to approve the consent agenda for November 21, 2006. C/Seifert Obstain

VI. Review of Financial Reports

Year to date positive revenue variance	\$76,719
Year to date positive expense variance	\$52,953
Year to date net positive variance	\$129,672

Ms. Main pointed out that there were some corrections to the financial report, in the positive revenue variance, miscellaneous revenues should be positive and not negative, and under expenses the miscellaneous services and charges, it should be positive and not a negative. It does not affect the bottom line, just the wording is incorrect.

VII. Administrative Reports

A) Director of Public Health

Housekeeping Items: All of the “pods” we presently need for SCHA Care Coordination have arrived and are occupied. Consequently, the space where the entire staff met monthly and other larger meetings were held has disappeared. For the time being we will be using the corner space under the garages for large meetings. Maintenance and Sentence to Serve workers have been very helpful. They took out a temporary office/storage space in the area, cleaned the walls, moved the items that had begun to accumulate, and painted. After we get a few lights put in, this will be usable meeting space even if it is not office quality. Meanwhile the redecorated small conference room in the basement is frequently used, especially for ITV meetings. The “Sun Room” (the old front entry) has been refurbished and is used a lot too.

We have been working with Social Services towards a fair agreement regarding rent and other overhead costs for the space their employees are using in the Care Coordination program. To date we have been able to come up with amicable solutions to a great number of questions.

Year to date Public Health employees have put 12,142 miles on the pooled cars. This represents of savings of \$3,964.03 over mileage reimbursement at 44.5 cents per mile. It will be even greater next year if reimbursement goes to 48.5 cents. We are looking for incentives for employees to use these vehicles even more.

Public Health Planning: Sue Morgan, Susan Brace-Adkins and Karen Main attended a training on the new MDH planning requirements that were developed by a SCHSAC work group. We are pleased that the extensive needs assessment Public Health conducted in 2004 and 2005 met and exceeds all of the guidelines set out for this planning activity. In fact, the Goodhue approach was the subject of much discussion at the training. Besides that we did it very well, it puts us quite a ways ahead of most other public health agencies in meeting the every 5 year planning requirements.

Publicity: We continue to get quite a lot of positive publicity. Following the last Board meeting when the policy regarding smoke free homes for our workers was passed, the Red Wing paper printed a small piece about the new policy. This article was picked up by a news service and printed in a number of state papers such as Duluth. The Rochester paper did a story about it and the Rochester television station came to Goodhue and interviewed a client, a home visiting nurse and Sue Morgan. Also, the “do” program that Susan Brace Adkins is leading in Goodhue was covered by the Rochester paper. Tom Wolfe appeared in the Cannon Falls paper as result of his appearance at a health fair. We are working with Amber Mensen on a biweekly health series she is producing. Many of our programs will be featured. The Maternal Child program was featured in a recent article and Environmental Health has had two first page stories this year. Likewise, the Emergency Planning staff has been in the news. It feels good when good programs get public recognition.

Ms. Main pointed out that they have been working with the City of Red Wing to resolve another automobile issue at Public Health, the four slots in the front of the building will be posted with 1 hour parking for clients, or staff who are carrying a lot of equipment and bags. In addition, staff is working on some plans to redo the Government Center parking lot ago to make it more convenient to use a county vehicle and for the commissioners.

B) Director for Nursing Report

Ms. Morgan introduced Margie Gruenberg, Margie is a Public Health Nurse and has been hired to work as a member of the Ability Care Team for South Country Health Alliance.

Nurse Position:

We are pleased to introduce a new PHS staff member, Margie Gruenberg, PHN. Margie will be a great addition to the Ability Care (AC) team for SCHA. AC works mainly with clients that are disabled and under age 65.

Resignation:

One of our home health aides, Shirley Wilkus, has submitted her resignation. Shirley is a very dedicated employee, having been with us for 20 years! She will continue to work for us until January 3, 2007. We wish her well in her retirement. Due to the high number of hours that Shirley worked on a weekly basis, we will bring a request to the personnel committee to replace this position.

I have included a self appraisal form written by another home health aide, Kathy Ause. I believe it does an excellent job of exemplifying the hard work and dedication of these staff. Kathy gave her permission for me to share her thoughts with you.

Care Coordination:

Within the SCHAs counties, Goodhue County is looked to as a leader in Care Coordination. We now have 3 teams set up and serving the SCHAs member. The teams provide care coordination to the Elderly Waiver, Community Well, and Ability Care members. We continue to work very closely with the administration of SCHAs to coordinate services. It also has allowed for an increased collaboration between PHS and Human Services staff. Please stop by to visit the 3 new pods in the basement. The new staff has creatively named this area "Podville." We want to thank the commissioners for their foresight as they provide continuous support for this program.

Dental Hygiene program:

We are very pleased to announce that our collaboration with WIC and Dental Access begins in December! We will keep you informed of the number of clients that are able to be served.

National Memory Screening Day:

On November 14, 2006, PHS offered memory screenings in coordination with the AFA-Alzheimer's Foundation of America. We were one of only nine sites in MN. Information was sent to all local papers and KCUE. Some churches also advertised this event. A total of 12 screens were done-more than we had anticipated, with residents coming from as far away as Pine Island. We hope to participate each year from now on.

C/Bryant commented that reading Kathy Ause self appraisal was very nice to read.

C) Healthy Communities Report

Disease Prevention, Control and Immunizations

- Flu Vaccine clinics have been going well. There have been some touch and go situations with our supply of flu vaccine, but Nancy Wille, our immunization coordinator has been steadily getting her supply from other sources.
- Over 35 presentations have been given so far in 2006 by Vicki Iocco and Susan Johnson on pandemic flu that reached over 900 people.

KIDS: Handle with Care

- The KIDS: Handle with Care program recently initiated a curriculum in the jail called "Walking the Talk". This program helps parents with talking with children and adolescents about alcohol, drugs and tobacco.
- The KIDS: Handle with Care program has started provided some parenting programs within the WIC clinics this fall and has been very popular.

Health Priorities

- We have received the October Report for the RX discount card program. One hundred and fourteen residents filled 198 prescriptions with the cards averaging 16.08% or almost \$6.00 per prescription. Thirteen counties in Minnesota are now participating members. A copy of the report for all Minnesota Counties is enclosed.
- Goodhue County Public Health service was highlighted for their work on Local Collaborations to Promote Healthy Aging by NACCHO – National Association of County and City Health Officials. The programs we offer through our healthy communities division were highlighted in Volume 3 of Building Healthier Communities and the article is attached.
- The Goodhue Schools FCCLA chapter has been going gangbusters with the "Do" campaign in the city of Goodhue. We had great radio coverage, articles in the News Record, Republican Eagle and even the Rochester Post Bulletin.
- We started a nutrition course being held in conjunction with the Curves workout studio and community education in Kenyon on October 23. The class starts with the rotation at Curves and then we have a half hour of nutrition class covering fruits/veggies, calcium, fiber, carbohydrates, the

new pyramid and food portions. This is something we can do at other fitness centers, so let me know if you want me to contact other places.

- We participated at both senior fairs in Zumbrota and Cannon Falls with a display board concerning issues of prescription drugs, insurance and estate planning. Information is available in a clearinghouse of sorts through the Faith in Action Central Goodhue County office about these issues and we have groups of folks who can come and speak to groups about these issues.
- We participated at the Prairie Island Health Fair this year with 1 booth, but we had information on all of our services available. Unfortunately, many of the folks who attend this fair are not county residents, but it does serve a lot of people. The new pyramid 3-D model was a big hit.
- We provided a class for the ECFE program at Colville on the food label this past month and they were full of great questions. This is a presentation that can easily be used by a lot of folks. If you are interested in using it with clients or a group, just let me know.
- We provided a class for the Homemaker Extension program in Zumbrota to discuss all of the services of public health. I was afraid they would ask a lot about home care and waivers, but they asked mostly about environmental health stuff, like why do they have to get a permit to serve food at an outdoor event and whether the water was safe here.
- The County and City of Red Wing Wellness Day was a great success. The county had approximately 175 employees come and the City of Red Wing had approximately 57 employees. We were also lucky enough to have the Republican Eagle come to provide some media coverage.

D) Environmental Health Report

1.) Variance Request for Ma's Room and Board

Issue:

Ma's room and Board is a lodging with supportive services business, located at 605 East Ave. Red Wing. The business is owned by John Royalty and holds a current Food Establishment license and a Lodging license from Public Health.

The establishment was originally licensed for ten residents and was exempted from the commercial equipment standard.

MN Rules Chapter 4626.0505 J states "When food service or a food operation in a child care center, residential care home, supervised living facility, apartment building with congregate dining, boarding establishment, bed and breakfast, or similar establishment is limited to serving ten or fewer individuals, domestic equipment may be substituted for the commercial equipment required under this part."

John Royalty has applied for a variance (see attached information) to the commercial equipment standard required by MN Rule 4626.0505 B. "Food equipment installed or placed in service after June 6, 1989, shall meet the applicable NSF International food service equipment standards specified in this item..."

Findings:

Goodhue County as the regulatory authority may grant the variance if:

A. the variance was requested in the manner prescribed in part [4626.1690](#);

The required information has been submitted/provided.

B. the variance will have no potential adverse effect on public health, safety, or the environment;

The establishment has been maintained according to the rules. The additional resident will have no foreseeable negative impact on the operation.

C. the alternative measures to be taken, if any, are equivalent to or superior to those prescribed;

Maintenance of the existing equipment shall provide an equivalent standard for the intended use.

D. strict compliance with the rule will impose an undue burden on the applicant;
Converting the existing house to a commercial kitchen would be difficult and expensive.

E. the variance does not vary a statutory standard or preempt federal law or rule; and
The variance is not contrary to any known statute, federal law or rule.

F. the variance has only future effect.
The request does not apply to any past violations.

Recommendations:

Approve the variance with the following conditions:

- 1.) The current equipment must be maintain in good operating condition,
- 2.) The current equipment must be maintained in a sanitary condition,
- 3.) The variance is not transferable and expires on December 31, 2017,
- 4.) The maximum number of residents is eleven,
- 5.) Violation of any condition automatically terminates the variance.

Motion by C/Rechtzigel, second by C/Samuelson, motion carried to approve the variance request, along with the recommendations listed and that food code is followed for Ma's Room and Board.

Commissioner Samuelson questioned if the variance would stay with the property? J/Petersen indicated that the variance is for the business, J/Petersen stated that if a new owner came in and wanted to buy it, he did not think that they would make them go through the process again, as long as the same conditions were applied to it. As soon as the property is sold the license is null and void, you cannot have a variance without a license.

C/Bryant questioned who does the boarding permits, is that a municipality or the state? J/Petersen stated that the County permits the Boarding and Lodging facilities, the State would only do it if there is housing of services. The State provides support services and fire marshal requirements apply.

C/Seifert stated that he received a phone call from a gentleman who had purchased some property and was concerned that he had been notified that he had to do something with the well. C/Seifert stated that he returned his call and never heard anything back from him. J/Petersen stated that is a common issue that comes up periodically and said that he would check into it.

VII. Old Business

VIII. New Business

KIDs Program

Ms. Main stated that they would like to change the request that was included in the packet, the Kids program has been with Public Health for 2 years now in January and it is time to look at it, staff is a Public Health employee, she indicated that it is her plan to give a report and recommendations at a future Board meeting. At this point additional information is needed.

C/Seifert pointed out that there are members of the advisory board in attendance today and stated that he hoped that their comments and concerns are also included in the report.

IX. Committee Reports

South Country Health Alliance – C/Seifert reported that Marian Brandt has resigned, Leotta Lynn is the interim CEO along with the staff committee running the organization. Commented that and Mr. Schoener will be going to interview a search organization that will be searching for a CEO.

C/Samuelson questioned if Rice County is going to be a part of South Country Health Alliance?
C/Seifert stated that they are not.

CHS Advisory Committee –next meeting will be held the middle of December.

EMS Board – C/Samuelson stated that he attended the last meeting where they had a presentation regarding 800Mghz from Ron Whitehead from the State of MN. One County ready to move forward and it is Mower county, they only need 1 tower, Goodhue County is not as fortunate. They are trying to get the State to back off on the yearly fee.

X. Other

A) Approval of Disbursements

September 15th, 2006 – October 6th, 2006 totaling \$54,644.64

October 13th, 2006-November 3rd, 2006 totaling \$49,833.33

Motion by C/Rechtzigel, second by C/Bryant, motion carried to approve the above listed disbursements.

XI. Adjournment

Motion by C/Bryant, second by C/Rechtzigel, motion carried to adjourn the Public Health Board meeting.

Respectfully Submitted:

Ronald Allen
Secretary

Karen Main
Director of Public Health