

**MINUTES**  
**Goodhue County Public Health Service**  
**BOARD OF HEALTH MEETING**  
**Tuesday, December 19, 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, Kristine Holst

**I. Call to Order**

Chair, Ted Seifert called the meeting to order at 1:30 p.m. in the County Board Room, Red Wing, Minnesota.

II. C/Seifert asked if there were any disclosures of interest. There are none.

**III. Approval of Agenda**

*Ms. Cushing asked to amend the agenda to cover end of the year issues, general wage adjustment, annual per diems, and the tuition Reimbursement Policy. Ms. Main added to the consent agenda; ProAct, Inc. contract to provide nursing consultation services effective 01/01/2007.*

*Motion by C/Samuelson, seconded by C/Rechtzigel, carried to approve the agenda for December 19, 2006.*

**IV. Approval of Minutes**

*Motion by C/Bryant, seconded by C/Rechtzigel, carried to approve the minutes of the November 21<sup>st</sup> 2006 Public Health Board meeting as presented.*

**V. Consent Agenda**

- a. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with Alpha Services Company of Rochester, effective October 1, 2006 through September 30, 2007.
- b. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with Evergreen Place, effective October 1, 2006 through September 30, 2007.
- c. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with SEMCIL/United Home Healthcare Choices, Inc, effective October 1, 2006 through September 30, 2007.
- d. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with Shiffo Home Health Care Corporation, effective October 1, 2006 through September 30, 2007.
- e. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with Welcome Home Health Care, Inc., effective October 1, 2006 through September 30, 2007.
- f. Vendor Agreement for Department of Human Services for Waiver Programs, Alternative Care, Elderly Waiver, Community Alternatives for Disabled Individuals Community Alternatives for Chronically Ill with, Rauchwarter Foster Care – 12/1/06 – 9/30/07.

- g. Chore Service Contract with Beth and Randal Schroeder, effective October 1, 2006.
- h. ProAct, Inc. contract to provide nursing consultation services effective 01/01/2007.

*Motion by C/Bryant, seconded by C/Rechtzigel, carried to approve the consent agenda for December 19, 2006.*

**c. Review of Financial Reports**

Year to date positive revenue variance	\$62,485
Year to date positive expense variance	\$16,860
Year to date net positive variance	\$79,345

Ms. Holst indicated that the positive variance has decreased due to the payment of the South Country Health Alliance employees and have not seen much of the revenue come in yet; there is a glitch in the billing for October that South Country has now fixed, hoping to see the October and November revenue in December or January.

C/Seifert questioned what the glitch was, Ms. Holst indicated that some of the nurses had been putting information into CCM, others bill through our system, the October stuff that was put into CCM was not able to generate a bill and PHS had to bill them for the hours.

**VII. Administrative Reports**

**A) Director of Public Health**

**South Country Health Alliance:** As part of the annual SCHA planning retreat, the public health and social service directors met to discuss priority issues to be considered by the Joint Powers Board. The first of these related to dissatisfaction many of the directors feel with regard to their current role vis a vis SCHA management. They believe they had a leadership role in the design and early development of the program and were considered as partners with the JPB. Now it appears the JPB gets their information primarily from SCHA staff. The Directors have the responsibility for implementing the program but feel they are no longer key members in management and policy setting. Several activities were suggested to close the perceived gap between Directors and Board members.

There is also a perception that operations are not running as smoothly as they should. This is probably to be expected given the rapid growth and development of SCHA. In Goodhue County program staff believes they are respected by SCHA staff and that they have an important role in problem identification and resolution. Generally speaking, it appears that Goodhue County is one of the most advanced of the SCHA counties in terms of implementing the new programs requiring intensive care coordination. Sue Morgan, Mary Heckman and Bonnie Smith should be congratulated on the leadership they have provided in this period of dynamic growth and change.

As result of the buy-in from the five north central counties, the original counties have received a special allocation reflecting their share of the initial investment. In 2006 the Public Health share of these funds was \$108,629. We have asked the Budget Committee to recommend that the Board of Health designate these funds as being held for public health space with more specific recommendations as information becomes available regarding additional funds and options for additional space.

**Tobacco:** The regional Local Public Health directors met on December 7. Our legislative liaisons told us that statewide smoke free work place legislation has a very good chance of passing in the upcoming session. This was reinforced by slight changes in our contract with Clearway, Inc. permitting the use some of our limited lobbying funds to work on the statewide initiative as well as a local ordinance. A smoke free workplace ordinance is the third priority of the six priority areas identified by the Goodhue County Board of Health in 2005.

Ms. Main questioned if the Board of Health would like to go paperless as the County Board does? General consensus is to go paperless with the option of receiving the paper packet if preferred.

*Motion by C/Rechtzigel second by C/Bryant, motion carried unanimously to follow the same procedure for paperless and go online with Public Health Board.*

Ms. Main indicated that the Management Team has agreed with Public Health to move the County car to the Government Center Parking lot, in the row right behind the Public Health Building. She also indicated that they will be moved out on Tuesday's of the County Board meeting to open parking spots for the Commissioners. General consensus of the Commissioners was that they did not need designated parking spots and advised that the parking be set up to work best for the organization.

## **B) Director for Nursing Report**

## **C) Healthy Communities Report**

### **Disease Prevention, Control and Immunizations**

- Vicki Iocco, our DP & C staff member was integral in getting the Republican Eagle to devote its biweekly health page to two topics in the last month – Staying Healthy this winter and World AIDS day.
- Nancy Wille, our immunization coordinator will be working with the “Ban the Bug” Minnesota campaign to encourage Minnesotans to get their flu shots. Six clinics will be held at public health starting December 5 through December 14.
- Both staff is assisting St. Croix and Hennepin County with tuberculosis investigations.

### **Health Priorities**

- The school wellness committees have started to meet again and many changes have taken place in the cafeteria and vending machines across the county. Apparently students at Twin Bluff Middle School were upset over their large cookies being taken away and they have had a meeting with members of the wellness committee. It is hoped that this group of energetic students may assist the wellness committee in Red Wing on how to market these food choices as positive for students. Red Wing has also taken away fries every day, as well as most of the other schools – yippee!
- We participated once again in the Reality Bites program by providing information on nutrition and then we go grocery shopping with the students. They are divided up into 2 groups and each group needs to pick out a healthy meal and stay within a budget. The group that comes up with the healthiest meal wins a prize and both groups go back and prepare their meal and eat it. Great reality training!
- We participated in a community Norwegian Dance in Kenyon on November 17<sup>th</sup> with information on physical activity. They had about 100 people show up for a hardanger fiddler who then taught Norwegian dances. It was quite a workout for folks.
- Public health's prescription drug and health insurance working group has been getting information from a variety of sources to have on hand for a clearinghouse of information. The Faith in Action – Central Goodhue County will be housing all of this information for county residents on prescription drugs, health insurance, senior issues, long term care options, and end of life issues. The next step is to promote this clearinghouse and offer information to groups about these issues.

## **D) Environmental Health Report**

- Starting to send out the license renewal notices to the food, beverage and lodging establishments.

## **VII. Old Business**

## **VIII. New Business**

### **Personnel Committee**

Ms. Cushing stated that there was a request from Public Health to replace a HHA position for an employee that is retiring in January. Ms. Cushing stated that the Personnel Committee did approve the request to fill the Home Health Aide Position due to the retirement in January.

*Motion by C/Rechtzigel, second by C/Samuelson, to approve the Personnel Committee recommendation.*

### **Annual Per Diems**

Ms. Cushing stated that the County Board approved to maintain the \$45 per diem rate for committee members and Board members and recommended that the Public Health Board follow the same procedure.

*Motion by C/Bryant, second by C/Rechtzigel, motion carried to maintain the \$45 per diem rate for Committee members and Board members.*

### **General Wage Adjustment**

Ms. Cushing stated that the unions have agreed to a 3% general wage adjustment effective January 1, 2007, and that the County Board approved a 3% general wage adjustment for all non-union employees effective January 1, 2007. Ms. Cushing recommended that the Public Health Board approve a 3% general wage adjustment effective January 1, 2007 for Public Health employee. .

*Motion by C/Bryant, second by C/Rechtzigel, motion carried to approve a 3% general wage adjustment for Public Health employees effective January 1, 2007.*

C/Rechtzigel clarified that 3% was budgeted for. Ms. Holst indicated that 3% general wage adjustment was included in the 2007 budget.

### **Tuition Reimbursement Policy**

Ms. Cushing requested that the same tuition reimbursement policy that was approved at the County Board be extended for Public Health employees as well. Currently the Public Health employees are paid out of the same training fund.

*Motion by C/Samuelson, second by C/Rechtzigel, motion carried, 3-1 C/Bryant opposed to approve the tuition reimbursement policy.*

C/Bryant commented that he is all for the tuition reimbursement policy, but the fee is going from \$600 a year to \$1000 bachelors, \$2000 for master, \$3000 for doctorate annual, this is a huge increase and would prefer to more people benefit from the program, he is voting no against the dollar amount and not the policy itself. Also, commented that the money could be used in better places.

C/Seifert stated that everyone who wants to take courses in their area is able to and they are not told that there is no money available. Ms. Cushing stated that as it stands today nobody is turned away.

C/Seifert stated that it is not a heavily used program.

### **Environmental Concern**

C/Samuelson stated that the Cannon River Watershed Partnership has recognized that we have a certain amount of unsewered communities and they have suggested that sampling the water in the streams below the cities and villages. They do not have the money and thought maybe the Counties would like to pick up on come up with the money and participate? C/Samuelson requested that Mr. Petersen make contact with Cannon River Watershed for the cost and come back in a month with details. Mr. Petersen stated that he would look into it and checked into it a while back, it was his understanding that they were looking for support from the County and not necessarily any financial support. C/Samuelson stated that this is probable step #2.

### **Budget Committee Report**

The Goodhue County Public Health Service (GCPHS) received \$108,629 from South Country Health Alliance (SCHA) in 2006. These are half of special funds provided to Goodhue County in 2006. The other half of these funds is in the Social Services budget. These special funds are a result of five north central counties purchasing membership in SCHA. The \$108,629 is in addition to funds the Goodhue County SCHA program earns to support its operations.

To implement new SCHA programs, GCPHS and the Social Services Department have hired 10 staff. It is possible additional staff will be required in the future. These individuals are housed in the basement of the public health building. Even though the 2005 remodeling of the old sheriff's building intended that no one would have to work in the basement, GCPHS has maximized use of the first floor of both buildings it currently occupies and Social Services has no unused space.

We are requesting that the Board of Health designate the \$108,629 of special funds received in 2006 for expanding public health space. We will provide the Board with specific recommendations by the end of the first quarter of 2007 after the report on the feasibility of an elevator is reviewed.

*The budget committee recommends to designate the \$108,629 of special funds received in 2006 from South Country Health Alliance for expanding public health space and to be reviewed in the next year.*

C/Rechtzigel questioned if these dollars would be applied to the elevator project at Public Health or where would the money go to? Ms. Main indicated that there is a space issue, and the money would be set aside for the building and whatever is best to do.

C/Seifert stated that we need a comprehensive plan for exactly how we are going to rehab that building and what is the space that we need and is it going to be all offices, offices around the outside, we need a space study, how much do we have and what are we going to do with it before we start piecemealing.

C/Rechtzigel clarified that they are not acting to spend the money that they are acting to reserve it for a while and see what happens.

C/Samuelson stated that his understanding is that we are going to have a study for the elevator for this building as well as the Public Health Building. Ms. Hanni indicated that at the last Board meeting staff asked to hire SEH to do the design for an elevator in the Public Health Building, they did look at the existing spot and determined that it would be costly. Once the design comes back and they set these out for bid, we have an alternate bid, one for doing both elevators and one for the government center elevator.

C/Samuelson echoed a space needs study, and where we are going to go it is a good time to start before we are in a crunch. C/Seifert stated that we will get half way through this spend a ton of money and find out that it is going to cost us another ton.

*Motion by C/Rechtzigel, second by C/Samuelson, motion carried to designate the \$108,629 of special funds received in 2006 from South Country Health Alliance for expanding public health space and to be reviewed in the next year.*

### **IX. Committee Reports**

**Advisory Committee** - Will meet in January.

**South Country Health Alliance** – looking for a new CEO, this person will probably be on board in April. 1<sup>st</sup> of January taking on 5000 additional enrollees, and then in April another 5,000 enrollees. Staff seems to be on top of things right now.

**CHS Advisory Committee** – C/Seifert and Ms. Main attended, Ms. Main stated that the most important thing is the 03 amendment to the Public Health Law required that a system be set up that Public Health Departments could be evaluated and eventually paid on the extent of what they are achieving. T

**EMS Board** – Have not meet since the last meeting

**X. Other**

**A) Approval of Disbursements**

November 17<sup>th</sup>, 2006 through December 8<sup>th</sup>, 2006 totaling \$79,514.48

*Motion by C/Bryant, second by C/Rechtzigel, 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