

MINUTES
Goodhue County Public Health Service
BOARD OF HEALTH MEETING
Tuesday, November 15, 2005
11:30 a.m.
3rd Floor Government Center, Board Room

Members Present: Commissioners Jim Bryant, Dan Rechtzigel, Richard Samuelson, Ron Allen and Ted Seifert

Others Present: Karen Main, Sue Morgan, Jason Petersen, Kristine Holst, Susan Brace-Adkins, Stacy Thuman

I. Call to Order

Chair, Jim Bryant called the meeting to order at 11:37 a.m. in the County Board Room.

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

III. Approval of Agenda

Ms. Main asked that we move the Jordan Tower Contract after the Financial Review Report. Ms. Holst indicated that she has an addition to the agenda an additional fee increase. C/Bryant stated that the fee will be B, under the financial report and the Jordan Tower Contract will be C.

Motion by C/Rechtzigel Samuelson seconded by C/Allen/, carried to approve the amended agenda for November 15th, 2005 meeting.

IV. Approval of Minutes

Motion by C/Allen Rechtzigel, seconded by C/Seifert, carried to approve the minutes of October 18th, 2005 as presented.

Motion by C/Allen, seconded by C/Rechtzigel carried to approve the minutes of November 1st, 2005 as presented.

V. Consent Agenda

a. Accept the retirement of Carole Steffenhagen, Home Health Aide, effective November 30th, 2005.

Motion by C/Seifert second by C/Allen, carried to approve the retirement of Carole Steffenhagen, effective November 30th, 2005.

C/Seifert stated that she has work for the County for long a time and wishes her the best in her retirement. C/Bryant also thanked her for time and service to the residents of the County.

VI. Review of Financial Reports

Ms. Holst indicated that October 2005 Finances are as follows:

Positive Revenue Variance YTD is \$42,245

Positive Expense Variance YTD is \$60,559

Net Positive YTD is \$102,804

C/Allen stated that he likes the direction of where this is going, at one time we were scrambling and now there is more money that what was budgeted; he stated that he hopes that it goes into the undesignated reserves. Ms. Holst stated that one item that will be paid for out of it is the increase in the health insurance, approximately \$48,000. C/Bryant questioned if there is a projection that any unforeseen payments or revenues from last month to this month; Ms. Holst stated that a couple things that we are going to have to pay for is the terminated sick and vacation payout for the employee who is retiring; the South Country Health Alliance Revenue is going to continue to come in better than budget; mileage expense has increased as well as some utility expenses, those items may bring the positive variance down.

Fee Increase

Ms. Holst stated that currently we are billing PHN Clinic-office visits at \$42.00 per visit. These visits that are offered to the clients and the community are billed to Medical Assistance or the Jordan Towers Contract. In order to cover our costs for these visits, we are recommending an increase from \$42.00 to \$46.00 per visit

Motion by C/Rechtzigel second by C/Samuelson, motion carried to accept the fee change for the PHN Clinic, office visit to \$46.00 per clinic visit and implement effective January 1, 2006.

Motion by C/Rechtzigel, second by C/Seifert, motion carried to approve the Jordan Towers Contract for January 1, 2006 – December 31st, 2006.

VII. Administrative Reports

A) Director Report

- Ms. Main indicated that staff is extremely happy and very thankful for the health insurance change, that \$48,000 was coming out of the employees pockets.
- Employee Wellness day is today, it is in the EOC training room; open until 12:30 – get your flu shots, get your cholesterol checked.

B) Director of Nursing Report

- Ms. Morgan updated the staffing situation, stated that she had contacted Commissioner Bryant earlier this month with the need for another HHA staff person that would provide personal care as well as homemaking duties because of some unforeseen medical conditions plus the retirement of Carole Steffenhagen, it has left us tight as we have ever been, we have proceeded with the hiring process, we are advertising through out the County and the closing date is November 30th, 2005; it is a causal call position; varying between 10 and 20 hours per week. Ms. Morgan indicated that the HHA's only work when there is care to be provided to a client. C/Bryant stated that there was very much of a void in the HHA area and there was concern about not being able to meet the needs County wide a void in the area to handle the current clients; C/Bryant stated that he told staff to proceed and to bring it to the Board for approval.

Motion by C/Samuelson, second by C/Rechtzigel, motion carried to approve the replacement of the retiring Home Health Aide.

C/Bryant stated that the other staffing situation still exists, what this does is replaces the staff member who is retiring; we are not addressing the critical need. C/Allen questioned if this is replacing someone who retired; C/Bryant stated that it is replacing the staff member who just retired and was approved on the consent agenda.

VIII. Old Business

IX. New Business

Public Health Board & Welfare Board

Ms. Main indicated that Public Health administrative team recommends the option to adopt the recommendation that was reviewed at the County Board level to have the Public Health Board and Welfare Boards run consecutively on the second meeting of the month in the afternoon.

C/Rechtzigel move, C/Bryant second, motion carried to run the Public Health Board and Welfare Board consecutively in the afternoon of the second meeting of the month.

C/Allen questioned when the Board would meet, Ms. Main indicated that it would be the afternoon of the 2nd County Board meeting of the month, at 1:00 p.m. and then Welfare Board.

C/Seifert stated that they had a discussion at the Welfare Board about authorizing Mr. Schoener to pay the bills prospectively so that he would not interfere with his vendor's cash flow, we need to do that if we are going to move along with this, we need to make sure Mr. Schoener is authorized to do this.

C/Samuelson commented that it is fine to approve these meeting, it works, but if a Commissioner is missing one of these meetings, they are missing an awful lot, that is the only problem that he has with it, for example the homemaker program from Public Health last year, noted that items that are very important should be delayed to a meeting when all Commissioners can attend.

X. Committee Reports

A. Administrative/Finance Committee – Jim Bryant

B. PHS Advisory Committee – Ron Allen

C. South Country Health Alliance – Ted Seifert

Ms. Main indicated that there is a strategic planning meeting is coming up in two weeks,

D. SCHSAC – Ted Seifert

Meets December 16th

E. S.E. EMS Board – Richard Samuelson

Missed that meeting, for the transportation alliance meeting

XI. Other

A) Approval of Disbursements

C/Rechtzigel move, C/Seifert second, motion carried to approve the disbursements from September 9th, 2005 – October 7th, 2005 totaling \$54, 294, 34.

XII. Adjournment

C/Rechtzigel move, C/Seifert second, motion carried to adjourn the November 15th, 2005 Public Health Board meeting.

Respectfully Submitted:

Richard Samuelson
Secretary

Karen Main
Director of Public Health