

## HORIZON COMMUNITY HEALTH BOARD

Douglas County Public Works  
Alexandria, MN 56308

Monday, April 10, 2017  
9:00 a.m.

### Minutes

Present: Douglas: Charlie Meyer, Jim Stratton, Jerry Rapp  
Grant: Doyle Sperr, Pete Hoff  
Pope: Larry Lindor, Larry Kittelson  
Stevens: Bob Kopitzke, Jeanne Ennen  
Traverse: Dave Salberg, Todd Johnson  
Community representatives: Deb Hengel, Dennis Thompson

Staff: Sandy Tubbs, Horizon Public Health Administrator  
Kathy Werk, Horizon Public Health Assistant Administrator  
Greta Siegel, Horizon Public Health Assistant Administrator  
Dr. Dave Watkin, Medical Consultant

Guests: Brenda Menier, MDH, District Public Health Nurse Consultant

The meeting was called to order at 9:00 a.m. by Chair Larry Lindor. Introductions were made.

**Approve Agenda:** Motion by Bob Kopitzke, second by Dave Salberg to approve the agenda as printed. Motion carried.

**Approve minutes of March 13, 2017 meeting:** Motion by Larry Kittelson, second by Doyle Sperr to approve the March 13, 2017 minutes as printed. Motion carried.

**2017 County Health Rankings:** Ms. Tubbs reviewed the 2017 County Health Rankings with the Board. She indicated the Robert Wood Johnson Foundation contracts with the University of Wisconsin Health Institute to look at this county data across all counties in the nation. Although the indicators chosen aren't always considered the ultimate indicators, they are common across all the counties in the nation. Health outcomes and health factors are assessed and the MN counties are put in ranked order (1-87) based on the results. Health outcomes include length of life and quality of life, looking at premature death (before age 75), poor or fair health, poor mental health days, poor physical health days, and low birth weight. Health factors is based on weighted scores for health behaviors, clinical care, social and economic factors, and the physical environment. The data is gathered via the Behavioral Risk Factor Surveillance System, which is a national telephone survey. Data gathered is then applied to each county via the demographics of the county, though it is possible that no one in that county actually participated. As such, she cautioned that what is most important is to look at trends and how we change from year to year. The Horizon counties have not seen much change over the years. Regarding health outcomes the Horizon counties range from a ranking of 5 (Stevens County) to 59 (Grant County). Ms. Tubbs indicated the University of MN Morris population does impact Stevens County, reflecting a younger overall population. Rankings in health factors range from Douglas County at 9<sup>th</sup> to Grant County at 53<sup>rd</sup>. Ms. Tubbs indicated The Minnesota Center for Health Statistics collects Minnesota data that is county specific, which is the data that we use for our Community Health Assessment and other local data needs. Ms. Menier indicated the Department of Health has also established a Health Equity Center, which also focuses on data.

**Personnel Update:**

*Request Authorization to fill FT Certified Assessor position Morris Office:* Ms. Tubbs indicated Sara Staples, RN, has resigned her position to accept a position at the Stevens Community Medical Center. Ms. Staples is a full time long term care screener based in the Morris office. Ms. Tubbs requested authorization to fill the position. Motion by Jeanne Ennen, second by Deb Hengel to authorize filling the full time screener position based in the Morris office. Motion carried.

*Assistant Administrator of Finance and Grant Administration:* Ms. Tubbs informed the Board that Greta Siegel applied for and was subsequently offered the Assistant Administrator of Finance and Grant Administration position that was approved under the reorganization structure presented last month. The upcoming retirement of Sharon Braaten led to the reorganization.

**Consider, approve revised Organizational Chart effective 5-1-17:** Ms. Tubbs indicated internal discussion and review of the organizational chart has occurred with the result being a request to approve a revised organizational chart, effective May 1, 2017, which was reviewed with the Board. The revision places the IT, Human Resources and Account Technicians under the Assistant Administrator of Finance and Grant Administration position. This structure results in all programs and services being in one division and all the positions that support the programs and services in one division. Motion by Dave Salberg, second by Bob Kopitzke to approve the revised organizational chart as presented, effective May 1, 2017. Motion carried.

**Resolution 17-03 Supporting Increased MA Reimbursement Family Home Visiting:** Ms. Tubbs presented Resolution 17-03 Supporting Increased MA Reimbursement for Family Home Visiting. The resolution was adopted at the State Community Health Services Advisory Committee meeting last week with the recommendation that individual Community Health Boards consider adoption also. The resolution supports increasing Medical Assistance reimbursement for family home visiting to \$140 per visit. Ms. Tubbs explained that currently MA pays \$62 per home visit, whereas some health plans pay \$140. She indicated there are currently two legislative bills supporting increasing Family Home Visiting. One, which has been laid over for possible inclusion in the Health and Human Services Omnibus Bill, supports increased reimbursement for only evidence based home visiting, such as Nurse Family Partnership. The other, to which this resolution applies, supports increased reimbursement for evidence informed (such as we provide) and evidence based. This bill was not laid over for HHS Omnibus Bill inclusion, however the Local Public Health Association indicates it is still pertinent to pass the resolution so legislators are aware and are positioned to address reimbursement next session. The intent is submit the resolution, as follows, to our local legislators and the Chair of the HHS Finance Committee.

**RESOLUTION 17-03**

***The Horizon Community Health Board, representing the counties of Douglas, Grant, Pope, Stevens and Traverse, supports increasing the minimum MA reimbursement for all public health nurse family home visits, as proposed in HF1385/SF1143, which would help maintain and strengthen home visiting programs throughout Minnesota.***

*WHEREAS, the Horizon Community Health Board recognizes that Minnesota's local public health departments are a primary provider of family home visiting for at-risk women and families throughout Minnesota; and*

*WHEREAS, Family Home Visiting is a voluntary, strength-based service provided in the family's home environment beginning prenatally and continuing through the early years of a child's life; and*

*WHEREAS, Family Home Visits provide parenting support and social, emotional, and health-related education to families and connects families to appropriate community resources; and*

*WHEREAS, 85% of brain growth occurs before age 3, and brain growth is impacted greatly by a child's early experiences; and*

*WHEREAS, nearly 200,000 Minnesota children under the age of 6 are at risk of poor physical and mental health outcomes; and*

*WHEREAS, the Association of Minnesota Counties (AMC) Legislative Policy Positions support stable, flexible state funding and public policy to support healthy families and supports additional state funding for county-delivered maternal and child health services, such as evidence-based home visiting programs; and*

*WHEREAS, The Local Public Health Association of Minnesota (LPHA)'s 2017 LPHA Legislative Priorities recognizes that "family home visits are an effective way to prevent child maltreatment, promote healthy childhood development and foster self-sufficiency among Minnesota's most at-risk families- all of which help reduce health care and public program costs" and that "the current minimum MA reimbursement rate falls far short of covering the cost of services," leaving counties to rely heavily on local tax levies to fill the gaps; and*

*WHEREAS, LPHA's 2017 Legislative Priorities support "increasing the minimum MA reimbursement for family home visits in order to provide needed resources to maintain and strengthen family home visiting programs that lessen the negative impacts of poverty and improve outcomes for children of our most at-risk families";*

*NOW, THEREFORE BE IT RESOLVED, that the Horizon Community Health Board submits this resolution in support of increasing the minimum MA reimbursement rate for all public health nurse family home visits, as proposed in HF1385/SF1143; and*

*BE IT FURTHER RESOLVED that the Horizon Community Health Board authorizes its Chair to sign this resolution in support of increasing the minimum MA reimbursement rate for all public health nurse family home visits, as proposed in HF1385/SF1143 and to forward this resolution to the Chairs of the House HHS Finance Committee and the Senate HHS Committee.*

Motion by Deb Hengel, second by Jeanne Ennen to adopt Resolution 17-03 and send a letter and the resolution to our legislators. Motion carried.

**Website Proposals:** At the March 13<sup>th</sup> Board meeting Ms. Tubbs had presented a website development proposal from Risnes Media, at a cost of \$7,500. The Board had requested a second proposal be secured. Ms. Tubbs presented and reviewed with the Board proposals from Risnes Media (Craig Risnes/Mark Proudfoot) and CyberSprout (Tyler Goldberg/Brad Chancellor). Both websites would utilize a word press format and would allow for an appointed Horizon staff to update the sites. Both have current local customers. Risnes recently developed a site for the Alexandria Police Department and for REA. CyberSprout developed a site for Explore Alexandria and the City of Alexandria. Horizon IT has reviewed the proposals and indicated they look comparable. Cost wise, both proposals are very similar, ranging in the \$7,500 area. After some general discussion, Jim Stratton moved to go with Risnes, citing the \$50 monthly ongoing fee of CyberSprout as a concern. The motion was seconded by Jerry Rapp. After a moderate amount of additional discussion, which included questioning if there were complaints regarding the work Risnes has done, and also how important it is for us to move forward at this time, Mr. Stratton requested the question be called. The motion carried. Ms. Tubbs will contact Risnes Media to move the project forward.

#### **Financial Issues**

*Approve payment of warrants for March 2017:* After a few specific vendor questions, the March 2017 warrants were approved on a motion by Larry Kittelson, second by Jim Stratton. Motion carried.

*Resolution 17-04 accepting March 2017 Hospice donations.* Ms. Tubbs presented Resolution 17-04 accepting March 2017 Hospice donations in the amount of \$ 1,021.00 as follows:

**RESOLUTION 17-04**

**BE IT RESOLVED**, that the Horizon Community Health Board hereby accepts the March 2017 donations to Hospice of Douglas County in the amount of \$1,201.00.

Motion by Charlie Meyer, second by Jeanne Ennen to adopt Resolution 17-04. Motion carried.

*Approve Year-to-Date Quarterly Financial Report:* The first quarter 2017 financial summary report was presented and reviewed by program area. During the month of March 2017, Horizon Public Health recorded \$70,706.47 of expenditures over revenues. Year to date we have \$70,077.98 of revenue over expenditures. Horizon's total assets as of March 31, 2017 are \$4,773,389.81. Motion by Bob Kopitzke, second by Todd Johnson to approve the financial report as presented. Motion carried.

**Request authorization out-of-state travel 2 staff to attend NACCHO Conference in Pittsburgh July 11-13, 2017:** Ms. Tubbs requested authorization for the two assistant administrators to attend the NACCHO Conference in Pittsburgh July 11-July 13, 2017. She indicated she has reviewed the conference tracts and determined they are very pertinent to the work the assistant administrators do.

Motion by Dennis Thompson to approve the out-of-state travel for two staff to attend the NACCHO conference in Pittsburgh July 11-13, 2017. Second by Dave Salberg. Motion carried.

**Administrator report:**

*Legislative update:* Ms. Tubbs provided a legislative update on the three priority focuses of the Local Public Health Association.

- Increase funding for the Local Public Health Grant: This increase appears to be going nowhere this session. Both the House and Senate bills maintain the current funding. The Senate bill however proposes delaying payment for 12 months, which is highly opposed by local public health. The Local Public Health Grant is base funding for public health and delaying payment would seriously jeopardize the public health system across much of the state.
- Family Home Visiting: As reviewed earlier the bill LPHA supports, which would increase MA reimbursement for all family home visiting, was not laid over for inclusion in the HHS Omnibus bill. The bill supporting increased reimbursement for evidence based home visiting was laid over for possible inclusion in the HHS Omnibus bill.
- SHIP: Both the House and Senate budgets have funding for SHIP. The Houses version removes 3 million of SHIP funding to fund the state Quit Line, currently funded by Clearway Minnesota, who's funding will end in 2020. The Senate version supports full funding for SHIP but requests two grants be awarded to work on opioid issues.

*AFSCME notification regarding change of representative:* Ms. Tubbs indicated Horizon has received notification that Jon Anderson will no longer be the Horizon AFSCME representative. Ginger Thrasher from Wadena is the new representative.

*MDH orientation for new commissioners:* MDH is sponsoring a video conference for Commissioners on Tuesday, April 25<sup>th</sup> from 12-1:30 pm. Commissioners should let Sandy know if they are interested in attending and we will set up one site in Alexandria.

*ClearWay Tobacco Grant:* Ms. Tubbs informed the Board Horizon was awarded the ClearWay grant we applied for to work on bold tobacco policy. We will receive \$100,000 for the first year. The grant is a three year grant and Horizon Public Health will be among the final cohort of grants awarded by ClearWay.

Ms. Tubbs shared a letter with the Board that had been sent by a Supporting Hands Nurse Family Partnership client to the SHNFP staff outlining the difference the program has made in their lives and thanking WIC for recommending the program. Horizon Public Health, on behalf of the counties, fiscally supports SHNFP and it's important for Board members to hear the difference the program makes in the lives of those served.

The Board extended a thank you to Sharon Braaten for her 31 years of service to Public Health, first in Pope County and now in Horizon. Brenda Menier extended a thank you also on behalf of the Minnesota Department of Health.

**Adjourn:** The meeting was adjourned at 10:28 a.m. The next meeting will be Monday, May 8 at 9am at Douglas County Public Works.