



809 Elm Street
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horizonpublichealth.org

HORIZON COMMUNITY HEALTH BOARD
Douglas County Public Works
526 Willow Drive, Alexandria, MN 56308

Monday, January 9, 2017
9:00 a.m. – 10:30 a.m.

AGENDA

- 9:00 a.m. Call to Order; Introductions
Election of Officers: Chair, Vice-Chair
Reappoint CHB Community Representatives
- 9:10 a.m. Approve agenda
Approve minutes of Dec 12, 2016 Horizon Public Health Board meeting
Conflict of Interest Statements
Annual review of Horizon CHB By-Laws and Operating Procedures
Appoint Personnel, Finance and Hospice Committees
Reappoint Medical Consultant and Legal Consultant
Adopt resolution authorizing agents of the CHB
- 9:25 a.m. Establish 2017 mileage reimbursement rate
Establish 2017 CHB member per diem and mileage reimbursement rates
Designate official newspaper
- 9:30 a.m. Personnel/staffing update
○ Approve Community Health Strategist/Accreditation Coordinator position description
○ Accept Springsted position classification recommendation
○ Authorize filling FT Community Health Strategist/Accreditation Coordinator position
- 9:45 a.m. Consider, approve revised Horizon Public Health Organizational Chart eff Jan 2017
- 9:50 a.m. Review, approve Personnel Policy revisions
- 10:00 a.m. Financial Issues
○ Approve payment of warrants Dec 2016
○ Approve December 2016 hospice donations
○ 2016 Year-end Financial Report
○ Review IFS 2017 approved budget with comparison to year-end 2016

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Grant County
10 First Street NW
Elbow Lake, MN 56531
218-685-8295

Pope County
211 East Minnesota Ave.
Suite 100
Glenwood, MN 56334
320-634-7822

Stevens County
10 East Hwy 28
Morris, MN 56267
320-208-6670

Traverse County
202 8th St. North
PO Box 23
Wheaton, MN 56296
320-422-7806

- 10:20 a.m. Administrator Report: Sandy Tubbs
- Request authorization out-of-state travel Amy Reineke: National Tobacco Conference
 - Lakes Country Service Cooperative Wellness Institute Fitbit Challenge
- 10:30 a.m. Adjourn
Next meeting Monday, February 13, 2017

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