

HORIZON



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

**Monday, September 11, 2023
9:00 a.m.
Minutes**

Present: Douglas: Charlie Meyer, Jerry Rapp, Shane Schmidt
Grant: Doyle Sperr, Dwight Walvatne
Pope: Larry Lindor, Gordy Wagner
Stevens: Jeanne Ennen, Bob Kopitzke
Traverse: Dwight Nelson, Kayla Schmidt
Community representatives: Deb Hengel, Dennis Thompson

Staff: Ann Stehn, Horizon Public Health, Administrator
Greta Siegel, Horizon Public Health, Assistant Administrator
Betsy Hills, Horizon Public Health, Assistant Administrator
Kelsey Peterson, Horizon Public Health, Supervisor
Amy Reineke, Horizon Public Health, Community Health Strategist

Guests: None

Absent: None

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

Approve Agenda

Motion by Charlie Meyer, second by Shane Schmidt to approve the agenda. Motion carried unanimously.

Approve minutes of August 14, 2023 Horizon CHB meeting

Motion by Jeanne Ennen, second by Bob Kopitzke to approve the August 14, 2023 minutes as presented. Motion carried unanimously.

2021 Infectious Disease Update – Kelsey Peterson:

Ms. Peterson informed the board that 2021 is the most recent information available for reportable infection disease data. The top reportable disease for the HPH service area was Chlamydia with a total count of 162 and has increased by 5 since 2020. The other reportable infectious diseases in the top 10 for the HPH service area are (in order 2-10): Gonorrhea, Cryptosporidium, Salmonella, Campylobacter, Giardia, Strep B Group Invasive Disease, Syphilis, S Pneumonia Invasive Disease, and Histoplasmosis. Question was asked about Tuberculosis and Ms. Peterson reported that HPH has seen some tuberculosis cases in 2022 and 2023.

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workforce morale, training needs, worker empowerment, emerging public health trends, and demographic characteristics of the public health workforce. In the fall of 2022, HPH Administration worked with MDH to facilitate a competency prioritization assessment with all staff. The assessment was a crosswalk between the Core Competencies for Public Health Professionals and the 10 Essential Public Health services.

Summary of the results indicates that Health Equity should be made more of a workforce development priority, as well as improving competency in communication skills, management and finance, and leadership and system thinking.

The 2023-2027 Workforce Development Plan priorities are: strengthen health equity awareness and expertise among staff, enhance productivity and performance management, and empowering staff through individualized professional development. Ms. Hills provided the action steps and timeline for each of the three plan priorities.

Ongoing communication, evaluation and monitoring of this plan will be crucial to its success. Staff will be periodically surveyed to determine their development needs, and Administration will continuously review the training and needs of staff to ensure individual and organizational competencies are being met.

Motion by Bob Kopitzke, second by Gordy Wagner to approve the HPH Workforce Development Plan. Motion carried unanimously.

HPH Strategic Plan Annual Update – Ann Stehn:

Ms. Stehn reminded the board that a new Strategic Plan for 2023-2025 was just approved in July. The three main components of the Strategic Plan are Culture of Connectedness, Culture of Quality, and Culture of Engagement. The work is just beginning on the strategic plan. There will be a committee review this fall which will result in the launch of new committees and possible sunset of others.

Toward Zero Death Safe Roads Grant Resolutions – Ann Stehn

RESOLUTION 23-13 AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that Horizon Public Health enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects in Douglas County during the period from October 1, 2023 through September 30, 2024.

The Horizon Public Health Administrator is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Horizon Public Health and to be the fiscal agent and administer the grant.

Dated this 11th day of September 2023.

Motion by Charlie Meyer, second by Gordy Wagner to approve Resolution 23-13 authorizing Horizon Public Health to enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects in Douglas County during the period from October 1, 2023 through September 30, 2024. Motion carried unanimously.

RESOLUTION 23-14 AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that Horizon Public Health enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety projects in Grant County during the period from October 1, 2023 through September 30, 2024.

The Horizon Public Health Administrator is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of Horizon Public Health and to be the fiscal agent and administer the grant.

Dated this 11th day of September 2023.

Motion by Jeanne Ennen, second by Gordy Wagner to fill the Hospice Nurse position vacated by Joyce Iverson due to promotion. Motion carried unanimously.

Financial Issues

Approve payment of warrants August 2023:

The August 2023 warrants in the amount of \$176,788.62 were approved on a motion by Dwight Nelson, second by Dwight Walvatne. Motion carried unanimously.

2023 YTD Asset Listing Summary Report – Treasurer Ennen:

The August 2023 asset summary report was presented by Treasurer Ennen. The year-to-date report shows that HPH received \$579,563.46 more revenues than expenditures in August 2023. Total assets increased by \$493,668.54 from the previous month. Total HPH assets on 8/31/23 equals \$7,658,543.97.

Motion by Bob Kopitzke, second by Dennis Thompson to approve the August 2023 Asset Listing Summary Report. Motion carried unanimously.

Resolution 23-15 accepting August 2023 Hospice donations:

Ms. Siegel presented Resolution 23-15 accepting August 2023 Hospice donations.

RESOLUTION 23-15

BE IT RESOLVED, that the Horizon Community Health Board hereby accepts the August 2023 donations to Hospice of Douglas County in the amount of \$515.12.

Dated this 11th day of September 2023.

Motion by Gordy Wagner, second by Shane Schmidt to approve Resolution 23-15 accepting \$515.12 for August 2023 donations to Hospice of Douglas County. Motion carried unanimously.

Electronic Funds Transfer 8-16-23 \$250,000:

Ms. Siegel presented an Electronic Funds Transfer of \$250,000 from Glenwood State Bank checking account to money market account on 8/16/23.

Motion by Jeanne Ennen, second by Kayla Schmidt to approve the Electronic Funds Transfer on 8/16/2023 for \$250,000. Motion carried unanimously.

MCIT Dividend for 2023 Expected in November for \$9,588:

Ms. Siegel informed the board that HPH's insurance company, Minnesota Counties Intergovernmental Trust (MCIT), has reported HPH's 2023 dividend as \$9,588. This is lower than previous year dividend amounts: 2021 (\$26,606), 2022 (\$29,957) and is consistent across all MCIT partners. Ms. Siegel informed the board that the payment typically comes to HPH in November of each year.

Finance Committee Report and Recommendations from 9/8/23 Meeting:

Ms. Stehn and Ms. Siegel presented the Finance Committee report and recommendations from the 9/8/23 meeting to the board.

Financial Institution Designation:

Ms. Siegel presented a financial institution comparison to the board showing different rates and offers from Glenwood State Bank, Viking Bank, and the MAGIC fund. The Finance Committee's recommendation is to continue with Glenwood State Bank and designate them as our depository for 2023 and to include depository designation in the January organizational meeting each year. Additional recommendation is to review banking options for HPH every 2 years.

Motion by Charlie Meyer, second by Dwight Nelson to designate Glenwood State Bank as Horizon Public Health's depository for 2023, to review banking options every two years, and to designate HPH's depository every January at the organizational meeting. Motion carried unanimously.

key local officials. Most local board action has been focused on banning public use and moratoriums on selling until more study can be completed.

Naloxone Access Point:

HPH is exploring being a potential Naloxone Access Point (NAP) site. Naloxone is a life-saving overdose reversal medication. A number of other local health departments are already a site.

County Reports/Updates:

Douglas: City of Alex is considering the two municipal liquor stores as the cannabis vendors.

Grant:

Pope:

Stevens: Stevens County held a public hearing and passed a no-use cannabis policy in public spaces.

Traverse:

Adjourn: With no further business, the meeting was adjourned at 10:59 a.m. by Chair Larry Lindor. The next meeting is scheduled for Monday, October 9th, 2023 and will be held at the Pope County Courthouse first floor Community Room.

The foregoing record is a true and accurate recording of the official actions and recommendations of the Horizon Community Health Board and as such constitutes the official minutes thereof.

8 YEAS and 0 NAYS

Larry Lindor
Chair, Horizon Community Health Board

10-9-2023
Date

Attest: Ann E. Stein