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horizonpublichealth.org

**HORIZON COMMUNITY HEALTH BOARD
Douglas County Public Works
526 Willow Drive, Alexandria, MN 56308
Monday, November 13, 2023
9:00 a.m. – 10:45 a.m.**

AGENDA

- 9:00 a.m. Call to Order: Chair Lindor
- 9:02 a.m. Approve agenda: action item
Approve minutes of October 9, 2023 Horizon CHB meeting: action item
- 9:05 a.m. Hospice of Douglas County Report, Patty Marriott: informational
 o Retirement recognition
- 9:20 a.m. Performance Management/Quality Improvement Plan, Amanda Schueler: action item
- 9:30 a.m. PrimeWest Reinvestment Grant Contract, Ann Stehn: action item
- 9:35 a.m. 2024 Medical and Legal Consultant, Ann Stehn: action item
- 9:40 a.m. HPH Policy Updates: action item
 o GASB 34 Policy – rescind (language included in other policies)
 o GASB 54 Fund Balance Policy – update
 o Capital Asset Policy – update
 o Investment Policy – update
 o Procurement Policy – update
 o Revenue Recognition Policy – update
 o Conflict of Interest Policy – update
 o Abbreviation Policy - update
- 10:00 a.m. CliftonLarsonAllen 2023 Audit Statement of Work, Greta Siegel: action item
- 10:05 a.m. Personnel:
 o Kelly Hansen, Full Time Registered Nurse, Hospice, starting Oct. 16, 2023
 o Lindsey Bjork, Hospice Registered Nurse, Casual Oct. 10, 2023;
 Full Time, Nov. 21, 2023
- 10:15 a.m. Financial Issues
 o Approve payment of warrants and payroll October 2023: action item
 o Review YTD Asset Summary Listing, Treasurer Ennen: action item
 o Resolution 23-18 accepting October 2023 donations: action item
 o Wheaton Office Updates, Greta Siegel: action item
 o Information Technology Purchases, Greta Siegel: action item
 o Enterprise Lease Purchase Option, Greta Siegel: action item

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Grant County
15 Central Ave N, PO Box 191
Elbow Lake, MN 56531
888.209.2887 fax

Pope County
10 1st Street NE
Glenwood, MN 56334
320.634.0159 fax

Stevens County
10 E Hwy 28
Morris, MN 56267
320.589.7433 fax

Traverse County
202 8th Street N, PO Box 23
Wheaton, MN 56296
320.563.0104 fax

- 10:30 a.m. Administrator Report: Ann Stehn
- Administrator Self Evaluation
 - U of M Cost and Capacity Report
 - Funding Formula Update
 - 2024 SHNFP Contributions
- 10:35 a.m. County Reports/Updates
- 10:45 a.m. Adjourn; Next meeting Monday December 11, 2023

2023 Officers, Committees, Appointments

2023 Officers:

Chairperson -	Larry Lindor, Pope County
Vice Chairperson -	Charlie Meyer, Douglas County
Treasurer-	Jeanne Ennen, Stevens County

Executive Committee: Meet as needed

	Larry Lindor, Pope County
	Charlie Meyer, Douglas County
	Jeanne Ennen, Stevens County

Personnel Committee: Next Meeting Nov. 15, 2023

	Bob Kopitzke, Stevens County
	Charlie Meyer, Douglas County
	Larry Lindor, Pope County

Finance Committee: Dec. 8 at 2 p.m.

	Jeanne Ennen, Stevens County, Treasurer
	Dwight Walvatne, Grant County
	Gordy Wagner, Pope County

Hospice Committee: TBD as needed

	Jerry Rapp and Shane Schmidt, Douglas County
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Performance Management Council: Nov. 1 at 9 a.m.

Deb Hengel, Grant County Community Member
Bob Kopitzke, Stevens County
Shane Schmidt, Douglas County
Doyle Sperr, Grant County
Dennis Thompson, Douglas County Community Member

Environmental Health Advisory Cmte: 2024 dates

Jerry Rapp and Keith Englund, Douglas County Commissioners
Gordy Wagner and Larry Lindor, Pope County Commissioners

Ethics Committee: Next Meeting Nov. 13 following CHB meeting and TBD based on ethical consult requests

	Jeanne Ennen, Stevens County
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State Community Services Health Advisory Committee (SCHSAC): Delegate: Gordy Wagner, Pope County
 Alternate: Ann Stehn, Administrator

Prime Health Trustee: Delegate: Larry Lindor, Pope County; Alternate: Bob Koptizke, Stevens County