

**CITY-COUNTY BOARD OF HEALTH MINUTES**  
**Monthly Board Meeting**  
**May 22, 2012**

- PRESENT:** Sharon Buhr, Chair  
Dr. James Buhr, Secretary  
Tom Overn, Vice Chair  
George Dutton
- ABSENT:** Cindy Schwehr
- ALSO PRESENT:** Theresa Will, RN, Director  
Angie Martin, CCHD Office Mgr.  
Marcie Bata, REHS, RS
- CALL TO ORDER:** Meeting was called to order at 4:10 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.
- AGENDA:** Agenda approved as printed.
- MINUTES:** Dr. Buhr moved to approve the minutes of the April 24, 2012 meeting as printed. Second by Overn. Unanimous vote, motion carried.
- DIRECTOR'S REPORT:** The Board reviewed the Director's Report. Will read a thank you letter from Mary Simonson, 2011 Public Health Service Award recipient.
- VOUCHERED EXPENSES:** Dutton moved, Dr. Buhr seconded a motion to approve the vouchered expenses for May/June. Unanimous vote, motion carried.
- FINANCIAL REPORT:** The financial report was reviewed. Will noted that some big expenses will appear next month with rent, support services and the new office furniture. Home health is \$13,470 in the hole. She also noted that the home health cost report doesn't look great this year, showing a 19% loss. Will stated that she will have more information regarding the cost report at the June Health Board meeting.
- OLD BUSINESS:** Achieve grant: Will noted that there was nothing new regarding Achieve this month.
- Outreach grant: Will met with Dr. Dwelle, Arvi Smith, both ND Department of Health (NDDoH); Dr. Hanekom, Blue Cross Blue Shield (BCBS); Mickey Anderson, ND Medicaid; and Kelly Nagel, Home Health liaison, regarding Chronic Disease Management (CDM). Will is not sure of BCBS's position as yet, though they voiced that it "sounds really good." Will needs to do more work on the return on investment piece of CDM. Anderson was interested from Medicaid's standpoint, as there is only one other CDM provider for Medicaid in North Dakota at this time. However, this would require that CCHD provide a 24/7 on-call nurse to answer concerns, which could create a hardship on office staff. Dr. Dwelle had suggested that Ask-A-Nurse could possibly be utilized rather than a 24-hour on-call nurse through CCHD.
- NEW BUSINESS:** Will noted that a new School Infection Control Booklet is now available to all schools and day care facilities through NDDoH. City-County Health has run off a copy from the state web site that Will shared with the Board. It should help answer common questions asked by area school/day care workers, and has already proven to be a valuable resource

at CCHD. Dr. Buhr voiced his concern regarding the “pinkeye” policy, which he feels is outdated.

Professional Persons Advisory Committee met recently to review Home Health practices and policies. Minutes acknowledged by Board. Adviser Deb Anderson, Mercy Hospital, suggested that wellness screenings should be offered through area churches, with the churches receiving so much per completed screening. LifeScan screenings that are offered throughout the year in Valley City (some in churches) were discussed. The Health Board has always been opposed to this particular screening, which is not an accepted screening by most area providers. Anderson also suggested health fairs, but as a rule, health fairs are generally viewed as ineffectual. Medicare/Non-Medicare statistics reviewed.

Will introduced Marcie Bata, Environmental Health Practitioner for Barnes County. She is a contracted position through Central Valley Health District in Jamestown. Bata replaced Jim Michael as EHP about six months ago. Bata noted that an annual health and safety inspection in schools is being added as a free service (based on an Ohio model). Will has sent e-mails to the schools regarding this free option. It will include such things as proper soap dispensers and towels in restrooms, seeing that showers are used as they should be and are not being used as storage areas, proper chemical storage and disposal (especially in chemistry labs), free access to fire doors, mold issues, etc.

Program evaluation: The Board reviewed the school evaluation. 652 Valley City students were served in the office this school year. Net loss of \$4,334. Because we need to have a nurse in the office anyway, this is really not a loss as monies gained from school nursing help offset office nurse time, according to Will.

Staffing: Will stated that less staffing is now needed, at times, without Chronic Disease Management grant funding. This presents a quandary in staffing. Will requested input from the Board, stating the unwritten policy has always been that when a full-time position opens, part-time nurses are notified and have first chance to move into the full-time position. Full-time staff members have received the hours first if cuts need to be made on a week-to-week basis. The Board agreed that this is a needed policy and requested that Will prepare a written policy to be approved at the next Board meeting.

Will presented the annual update of the CCHD programs diagram. On The Move/Achieve will replace Women’s Way on the diagram next year. She noted that there were fewer overall contacts in 2011, mostly due to the change in scope regarding the Safe Communities program.

A tour of the CCHD office will be conducted following the close of the Board meeting to inspect new office equipment and door changes (for privacy compliance).

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 4:56 p.m. **The next meeting will be Tuesday, June 26, 2012 at 4 p.m. in the County Commission room.**

Respectfully submitted,

Dr. James Buhr, Secretary