

**CITY-COUNTY BOARD OF HEALTH MINUTES**  
**Monthly Board Meeting**  
**July 26, 2016**

- PRESENT:** Sharon Buhr, Chair  
Dr. James Buhr, Secretary
- Tom Overn, Vice Chair  
Madeline Luke
- ABSENT:** Cindy Schwehr
- ALSO PRESENT:** Theresa Will, RN, Director  
Angie Martin, Office Manager
- CALL TO ORDER:** Meeting was called to order at 3:35 p.m. by Sharon Buhr, Chair, in the CCHD conference room.
- AGENDA:** Approved as printed.
- MINUTES:** Board reviewed June 28, 2016 minutes. Overn made a motion to approve the minutes as printed. Second by Dr. Buhr. Unanimous vote, motion carried.
- DIRECTOR'S REPORT:** CCHD Annual Program Contacts chart reviewed. Luke asked if inmates who are incarcerated for less than 14 days could receive Hep C screening through jail nurse. Theresa will check into it. Luke also discussed possible STD/HIV testing through the family planning program at CCHD (contracted through Central Valley Health District) for some clinic clients, as this type of testing can be expensive.
- VOUCHERED EXPENSES:** Luke made a motion to approve July/August vouchered expenses. Second by Dr. Buhr. Unanimous vote, motion carried.
- FINANCIAL REPORT:** Reviewed. Will clarified that while \$36,000 was budgeted for SPF SIG, \$30,000 was actually received in 2015 and only \$6,000 will be received in 2016. Sharon Buhr suggested amending 2015/2016 budgets to reflect this. Theresa will discuss this with the accountant. Overn made a motion to approve the financial report. Second by Dr. Buhr. Unanimous vote, motion carried.
- OLD BUSINESS:** On The Move Partnership: Nothing new to report.
- CCHD facilities update: Will hasn't received a quote yet regarding window project. Carpeting won't be installed on stairway and in second floor hallway until the bathroom remodeling project is completed. Tenant complaint about elevator making more noise than normal and he was concerned about safety. Thyssen Krupp is due to come for bi-monthly check and has been contacted regarding this matter. Fitzner & Nelson law firm is planning to vacate the end of September due to retirements, though no formal notification has been received. Barnes County Abstract Company has expressed tentative interest in renting temporarily for \$1,000/mo. Board is not open to this idea as it is a rent cut and only temporary. Theresa has talked with Commissioner Mike Metcalf and he felt the county was not in need of more space at this time. Another party has also expressed interest in renting office space, said Will. The Board questioned if the office space should be advertised when appropriate. Will stated Carl Martineck, Barnes County States Attorney, didn't favor advertising rental space since we are a government entity. Board requested Will ask the law office for a letter of intent to vacate. Possibility of renting space to county for record storage also discussed.

SPF SIG update: SPF PFS (Partnership for Success) is new funding for youth alcohol prevention starting Nov. 1. Barnes County will receive more than \$400,000 over four years to work on this issue. Will noted that the new SPF PFS coordinator position will require a full-time employee. This will be a four-year position. Will could hire before the new grant takes effect in November and pay that person with existing SPF SIG dollars. She would like to start advertising this position in August, with the position beginning mid-September to Oct. 1. SPF SIG training set Nov. 8-9. Betty Olson has offered to give up her office in the home health area for this program and she will move to a space with the home health nurses.

Community Health Improvement Plan (CHIP): Small CHIP group, whose primary focus is the mental health access piece, met July 26. The large CHIP group will meet in November. Will noted the proposed voucher system for mental health access has not been set up yet – this program would pay for mental health services for people who don't have insurance. DHS has not made many changes regarding mental health services access in the state even though **Schulte** report in 2014 noted limited access to adequate services for many residents. Luke discussed possibility of reciprocal licensure of mental health providers as this would cost the state very little, and also a general online registry where medical providers could go to help link mental health providers with clients. Will is meeting Aug. 12 with Dr. Dwelle, NDDoH, Dr. McClean and others to discuss public health's role regarding mental health services. Luke stated that public health needs to be an advocate for mental health.

Heartview Screening & Recovery Center: Following the online meeting with Heartview reps on July 19, Sharon Buhr stated that she believed the consensus of those local entity reps attending was "we don't think that this is really going to go anywhere (a recovery center), but we don't want to miss out on something, so let's get them here." Heartview reps will meet with local interested entities Aug. 2 (tentatively set 8:30-9:30 a.m.) to further discuss grant specifics and answer questions.

Electronic Health Record (EHR): Will sent in the application to the Center for Tobacco Prevention for funds to help finance an electronic health record for CCHD. The Center will only be able to cover \$12,749 of the total cost for an EHR system, substantially less than anticipated.

CCHD has looked at two EHR systems – Patagonia and Champ. Eighteen other public health units are currently using Champ which can be utilized for both public health and home health. This system is useable (not ideal), but has required quite a bit of "tweaking" by users. Champ is only \$4,000 less annually than purchasing Patagonia for public health and an electronic version of Home Solutions for home health. First District Health Unit in Minot has recently purchased Patagonia, which is an EHR for public health use only. CCHD would need to stay with Home Solutions (Sansio) for home health if Patagonia is potentially selected. However, Patagonia has several pluses in its favor regarding public health use, one being that "tweaking" would be at a minimum. CCHD staff favored Patagonia for EHR.

The first year for an EHR (public health only) through Patagonia, with hardware, data plans and the initial cost for the record, as well as the monthly maintenance fee, the cost would be \$51,660. Minus \$12,749 (Center), the total cost would be \$38,911. To switch from the Home Solutions (home health) scan system to an electronic version would be \$7,180 for the first year. Total Patagonia and Home Solutions cost would be \$46,091 (CCHD) and \$12,749 (Center). Then approximately \$29,000 each year after that. Luke

questioned if an EHR was mandated and/or worth this expense, which Will stated she believed it was. Luke also asked if CCHD could just purchase the public health piece and stay status quo regarding home health, which Will said could be done. Tobacco money could not be used for the home health piece. Home Solutions (home health system) currently costs \$600/mo., and the electronic version would cost \$990/mo.

Will believes CCHD will need to go with an EHR at some point. Board asked if this could wait until next year. Tobacco money could potentially go away by July 2017. EHR allows CCHD to more easily communicate with other providers, will assist in accurately tracking data over time, help with reminder visits, and increase quality of care. There are safety factors in an EHR that are desirable. Board opted to table further discussion at this time and Theresa will keep them informed on this issue.

City Commission board rep: Dr. Luke will stay on temporarily as the City Commission rep on the Health Board until mayoral election in September. Sharon Buhr asked if CCHD could request a specific commissioner to be on the board and Luke said it could be requested but she wasn't sure if the commission would grant the request. Board will be sorry to lose Luke's medical and commission knowledge.

**NEW BUSINESS:** Will discussed staff changes. There was only one applicant for the RN position, but she turned it down due to having to take a significant decrease in wages. Ad is still running in Times-Record and is listed with Job Service ND, NewsDakota and NDAC. Also on CCHD electronic sign. CCHD has to compete with other area medical providers and may need to adjust RN wages, said Will. Among ND public health units, CCHD's RN wages run somewhere in the middle of the pay scale.

Director evaluation: Theresa received high marks from Board members and was thanked for all she has done for CCHD.

New policies: None.

**ADJOURNMENT:** With no further business before the Board, the meeting adjourned at 5:01 p.m. The next regular monthly meeting will be **Thursday, Aug. 25, at 1 p.m.** in the CCHD conference room. **Please note change of date and time.**

Respectfully submitted,

Dr. James Buhr, Secretary