

# **BOARD OF HEALTH**

(Joint meeting with the Professional Advisory Committee)

**July 26, 2011**

5:30pm

**PRESENT:** Margaret Ruf; Dwight Nelson; Ivan Farness; Grant Loy;  
Matt Andrews, DDS; Meena Maski, MD  
Jeff Kindrai, MSPH, RS; Mary Rasmussen, RN, BSN

**CALL TO ORDER:** The meeting was called to order at 5:40pm.

**OPEN MEETING LAW:** The meeting was in compliance with the Open Meeting Law.

**CHANGES IN AGENDA:** Grant Loy made a motion to remove Closed Session/Return to Open Session from the agenda and to move the Approval of Policies to accommodate Dr. Maski's arrival, second by Ivan Farness. Carried.

**MINUTES OF PREVIOUS MEETING:** Dwight Nelson made a motion to approve the minutes of the previous meeting, second by Matt Andrews. Carried.

**VOUCHERS:** Vouchers for May and June were reviewed. Dwight Nelson made a motion to approve the May and June vouchers, second by Ivan Farness. Carried.

**MONTHLY FINANCIAL REPORT:** Ivan Farness made a motion to approve the May and June Monthly Financial Report, second by Ivan Farness. Carried.

**LOAN CLOSET FINANCIAL REPORT:** Dwight Nelson made a motion to approve the May and June Loan Closet Financial Report, second by Ivan Farness. Carried.

**SEMINAR AND TRAINING UPDATE:** Ivan Farness made a motion to approve the May and June Seminar and Training update, second by Dwight Nelson. Carried.

**GRANT APPLICATIONS:** None

**2012 IT REQUEST:** Matt Andrews made a motion to approve the computer requests as presented, second by Dwight Nelson. Carried.

**2012 PUBLIC PROPERTY REQUEST:** Ivan Farness made a motion to approve the Public Property requests as presented with a request to do an advanced purchase on the infant/child pulse oximeter, seconded by Dwight Nelson. Carried.

**HNS APPROVAL OF POLICIES AND PROCEDURES, ADMISSION AND DISCHARGE POLICIES, PROGRAM EVALUATION, RECORD REVIEW, UTILIZATION AND REVIEW AND QUALITY ASSURANCE, REVIEW OF CONTRACTS:** Ivan Farness made a motion, second by Dwight Nelson to approve the HNS Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts. Carried.

**HOSPICE APPROVAL OF POLICIES AND PROCEDURES, ADMISSION AND DISCHARGE POLICIES, PROGRAM EVALUATION, RECORD REVIEW, UTILIZATION AND REVIEW AND QUALITY ASSURANCE, REVIEW OF CONTRACTS:** Dwight Nelson made a motion, second by Grant Loy to approve the Hospice Policies and Procedures, Admission and Discharge Policies, Program Evaluation, Record Review, Utilization and Review and Quality Assurance, Review of Contracts. Carried.

**PUBLIC HEALTH APPROVAL OF POLICIES AND PROCEDURES, STANDING ORDER:** Dwight Nelson made a motion to approve the Public Health Policies and Procedures, Standing Order. Second by Matt Andrews. Carried.

**2012 BUDGET:** The directive for the 2012 budget was to calculate a reduction for the employee retirement contribution, an increase for insurance, an addition for any scheduled wage step increases, and to provide an allowance for a possible 2% wage increase for a preliminary budget review by the Executive Committee.

**STAFFING REQUESTS AND UPDATES:** Laurie Walker's last day of work will be July 29<sup>th</sup>; Maggie Sanna's last day of work will be August 12<sup>th</sup>; and Devon Gorius will be starting work August 15<sup>th</sup>.

**DIRECTOR'S REPORT:** Jeffery A. Kindrai, MSPH, RS

-We investigated a suspect measles case on July 4<sup>th</sup> weekend. DHS was contacted and the State lab was opened. The results came back negative. The event was a good test of our afterhour response capabilities

-At this point it appears that our tobacco funding has been cut. This would likely result in a layoff sometime in October of 2011.

-A Public Health Nursing Conference Scholarship was approved by the State.

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-SAFE Grant training going on currently.

-The County is working on policy revisions including staff holiday and overtime policies.

-A new cooler system for varicella vaccine has been ordered. The Department is no longer allowed to transport vaccine on dry ice.

**ASSISTANT DIRECTOR'S REPORT:** Mary J. Rasmussen, RN, BSN

No further report.

**ADJOURN:** Dwight Nelson made a motion to adjourn, second by Matt Andrews. Carried.

Next meeting will be Tuesday, August 23<sup>rd</sup> at 5:30pm.

Sincerely,

GRANT COUNTY BOARD OF HEALTH

A handwritten signature in dark ink, appearing to read "Dwight Nelson", written in a cursive style.

Dwight Nelson, Secretary