

# Community Health Board

LE SUEUR-WASECA

MINUTES  
**Tuesday, February 4, 2025**  
1:30 P.M.

Held at the Waterville Senior Center

**Members present:** Brian Harguth, Doug Christopherson, Brad Milbrath, Brad Krause, Dennis Tietz, Steve Rohlfig, David Priesler, and DeAnne Malterer.

**Others present:** Sarah Berry, Megan Kirby, Sam Holicky, Leah Cameron, Sam Langer, Joe Martin, Josh Ramaker, Kristen Friedrichs

1. **Call to Order** at 1:33 pm by Chair Doug Christopherson.

- a. Review/Approval of Agenda.
  - i. Amend to remove 2b.
  - ii. Motion to approve agenda as amended by Brian Harguth; seconded by Steve Rohlfig. Motion carried.
- b. Review/Approval of October 1, 2024, minutes.
  - i. Motion to approve the minutes of October 1, 2024, by DeAnne Malterer; seconded by Brad Krause. Motion carried.
- c. Review recent items signed by Board agent.
  - i. Board agent, Sarah Berry
    1. Master Grant Agreement- sign every 5 years with state of MN, we spend funds how they tell us.
    2. LPH Grant and Foundational Public Health Funding- Is now under one grant project, because it is considered on-going funding. Foundational Grant is more specific with usage. LPH, grant we use for general administration purposes. 5-year cycle, allocated in yearly amounts.
    3. Cannabis and Substance Abuse Prevention Grant, 50/50 split. More details for workplan to come. Funds were cut and moved over to DHS, Governor's budget recommends some of those funds be moved back to MDH- LPH during the next legislative session.
    4. Executed SHIP MOA with Brown, LeSueur, and Waseca Counties. More discussions on future of SHIP and how work/funding is set up to come.

2. **Annual Business**

- a. Election of 2025 Chair, Vice Chair, and Secretary
  - i. Chair nomination: David Priesler by Steve Rohlfig; second by DeAnne Malterer. Motion to close unanimous ballot and elect David Priesler by DeAnne Malterer, second by Brad Milbrath. Motion carried
  - ii. Vice Chair nomination: Brad Milbrath by Brian Harguth; second by Steve Rohlfig. Motion to close unanimous ballot and elect Brad Milbrath by DeAnne Malterer, second by Steve Rohlfig. Motion carried.

- iii. Secretary nomination: DeAnne Malterer by Brad Milbrath; second by Brad Krause. Secretary nomination John King by Steve Rohlffing; second by DeAnne Malterer. DeAnne Malterer received four votes, John King received four votes. Chair David Priesler determined that secretary seat would be determined by a coin flip DeAnne Malterer called heads, coin was heads. DeAnne Malterer elected Secretary by coin flip. Motion carried.
    - b. Resolution of Board's Agent: Sarah Berry and Alternate: Megan Kirby. Motion by Steve Rohlffing; second by Dennis Tietz. Motion carried. Resolution was signed by Chair David Priesler and Vice Chair Brad Milbrath.
3. Updates from the State Community Health Services Advisory Committee – DeAnne Malterer  
First meeting is this Thursday, and DeAnne Malterer's first opportunity to Chair. Work at the JLT is moving along, two-year work plan laid out. JLT presented to the legislatures, they do understand that PH is preventative health and different than hospital and DHS work. MDH has restructured moved the Center for Public Health Practice to another part of the agency, for more centralized support and work. Several task forces are driving how to change the system to make it more effective and efficient.
4. Executive Committee Meeting January 9, 2025 – update  
Went through the bylaws and JPA, working out the details for moving forward.
5. Le Sueur – Waseca Community Health Board Joint Powers Agreement – Sarah  
There was not a lot of changes, bulk of the changes was in the financial part of the agreement. Article V- Advisory Committee, wanting to create a committee that would meet at least annually, two CHB members, one from each county, and five additional members from each county.  
Article VI Budget and Funds. Each County's contributions will be proportional to their share of the total funds available through the LPH Act as specified by MDH. Board budget will be monitored and reported back at least annually. At the October meeting the individual Boards will be made aware of their contributions.  
  
JPA will come back to each individual Board for approval. Final draft will be sent to the County Attorneys before the individual Boards receive it for approval.  
DeAnne Malterer motioned to approve the Joint Powers Agreement and to make the effective date of the JPA as the date agreement is passed by each individual Board. Second by Brad Milbrath. Motion Carried.
6. Le Sueur – Waseca Community Health Board By-Laws – Sarah  
Clarity added in some of the definitions, but not a lot of changes overall. Added the Community Health Advisory Committee language. Left in language for additional

committees if needed in the future. Steve Rohlfling moved to approve the Community Health Board By-Laws, second by Brad Milbrath. DeAnne Malterer suggested that it be amended to coincide with adoption of the JPA. Friendly amendment added to the motion made by Steve Rohlfling and second by Brad Milbrath. Motion Carried.

7. Le Sueur - Waseca Community Health Board Advisory Committee – Sarah

a. Membership

- i. Directors have ideas of whom to invite from the community. Invitations have not been extended. Community Health Advisory Committee Agreement reviewed as the document sent to potential members with supporting documents. The hope would be to bring interested people to the June CHB meeting as an introduction. Steve Rohlfling would like the per diem rate and federal milage rate to be added to the agreement. Joe Martin suggested alternate language for number 1. “Informed Advisor- The Member will engage in priority setting” eliminating the wording “decision-making”. DeAnne Malterer believes the CHB wants to be the financial decision makers. Discussion on whether the members advise the CHB or the staff. Suggested change for the agreement to read as an advisory piece for fiscal needs. Josh Ramaker suggested a term length to be considered; suggestions of minimum of two years maximum of four years, and a three-year term would be a good medium. Discussion around the need for members to be appointed by the CHB, and what to do if the members are not meeting the area of need. Expectation would be that members can only miss one meeting a year. If the Advisory Committee overall is not viewed as effective, CHB would have to amend JPA to discontinue.

1. Let Executive Committee make the advised changes to the Agreement and then present to the members for approval. Doug Christopherson moved to adopt Community Health Advisory Committee Agreement with Executive Committees amendments; second by Brad Krause. Motion Carried.

b. Per deim set

- i. DeAnne Malterer motioned to set per deim at \$80.00 along with maximum Federal reimbursement rates for milage, paid through the CHB, second by Brad Milbrath. Motion to approve Resolution, motion carried.

8. Le Sueur – Waseca Community Health Board Grant Report – Leah

- a. Title V- MCH Block Grant: Federal funding, fully expended.
- b. Strong Foundations EBFHV, State Funding, fully expended.
- c. Child and Teen Checkup, 50% Federal funding and 50% State funding, fully expended.
- d. Local Public Health Grant, State funded. Fully expended.

- e. Foundational Public Health Responsibilities, State grant, able to carry the remainder forward and spend before June 2025. Discussion occurred with State for clarification, anticipate to fully expend by June 2025.
  - f. WIC, Federal grant, fully expended, and will receive notification of final award of \$14,007 for the previous fiscal year.
    - i. Request from CHB to learn more about this program and its financials at a future meeting.
  - g. CDC Infrastructure Grant, State grant, have until November 2027 to spend.
  - h. TANF- Federal grant runs through June 2025.
  - i. PHEP, Federal Grant. July through June grant, expect to fully expend.
  - j. CRI Federal grant, Le Sueur only grant.
  - k. COVID, Federal grant, two separate pots of money; vaccination efforts and community recovery. State pulling back vaccination pot if we will not spend by June. CHB gave \$92,000 back to the State to allocate to other areas.
  - l. Response Sustainability Grant, funds left over to spend through June 2025, anticipate fully expending.
  - m. Follow Along Program, fully expended
  - n. CYSHN grant reimbursed by clients referred.
9. SHIP Updates – Kristen Friedrichs, SHIP Coordinator  
December will bring the end of the five year cycle. Begin considerations of how we are going to apply, will it be as a four-county grant group. There will be changes for funding amounts depending on how counties apply. The base per CHB is \$100,000. Leadership has been having discussion as this can change staffing expectations. Commissioners would like the results of those discussions emailed to them and if there is need for a TEAMS meeting that can happen to determine how to apply.
10. Regional Innovations Grant – Megan  
Faribault-Martin has been coordinating at this point for all of the participating counties. MSU students have been working on providing communication materials and data to the counties and it gives students a look into the real work life of Public Health.
11. Public Health Infrastructure Grant – Sarah
- a. Applied for another Infrastructure grant, to have outside assistance to analyze current working models. Would need to hire a 3<sup>rd</sup> party consultant to complete the study. Initial asks around 1 million dollars for year one and two to contract 3<sup>rd</sup> party, and changing software systems would be a large area to invest.
12. Environmental Health Update – Josh Ramaker
- a. Teyvn Schmidt recently hired in Waseca; Andrew Nicolin has been helping train. Norovirus ranging the last few months, both counties sent out information to schools and food service providers and received appreciative feedback.

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Motion by Steve Rohlring and seconded by Brad Krause to adjourn the meeting. Motion carried and meeting was adjourned at 3:43pm.

Respectfully submitted by Sam Holicky for DeAnne Malterer, Secretary.

**Next meeting scheduled for Tuesday, June 6<sup>th</sup> at 1:30pm.**