

MINUTES

Le Sueur – Waseca Community Health Board

Tuesday, October 1, 2024

Held at the Waterville Senior Center

Members present: Brad Milbrath, Dave Gliszinski, Steve Rohlfing, John King, David Preisler, and DeAnne Malterer.

Others present: Sarah Berry, Megan Kirby, Leah Cameron, Leah Frederick, Nicole Jarvis, Josh Ramaker, and Joe Martin.

Call to Order at 1:30pm by Secretary DeAnne Malterer

Review/Approval of Agenda

Motion to approve agenda by John King; seconded by Brad Milbrath. Motion carried.

Review/Approval of August 6th, 2024, minutes

Motion to approve the minutes of August 6th, 2024, by Brad Milbrath; seconded by Steven Rohlfing.

Motion carried.

Review recent items signed by Board agent, Sarah Berry

Maternal Child Block Grant- \$52, 322- use for home visiting and supervisory costs

Children and Youth with Special Health Needs and Follow Along Program- \$22,050.00 for follow along and funds given with qualifying children for the children and youth with special needs

Waseca County Vacancy in environmental health required quick turn around for inspections.

Historically, Waseca and Le Sueur have covered for each other interim. Partnership agreement written to cover for this.

1. Updates from the State Community Health Services Advisory Committee – De Malterer

SCHSAC retreat next week that De plans to attend. De Beaumont expert coming regarding the transformation of Public Health. Representatives from Indiana are also coming to discuss what Indiana is doing.

a. Designation of SCHSAC representative and alternate for 2025

De Malterer was nominated as SCHSAC representative, and David Preisler nominated to serve as alternate by David Priesler. Dave Gliszinski seconded motion. Motion carried.

2. Report out from Joint Executive Committee.

a. Structure Options of Community Health Board membership for consideration-

Three options presented for the structure of the community health board- status quo, total restructure, or stay the same with advisory committee of eight that meets separately.

Discussion amongst commissioners regarding an advisory committee. Commissioners would still want to meet twice per year to hear program reports and budgets.

Commissioners are open to the advisory committee making budget recommendations but agree the advisory committee would not be able to hold public hearing. Commissioners also agree that 2 commissioners from each county would sit on the advisory committee meetings. The advisory committee would be made up of 12 total members, 6 from each county. Sarah reports the joint powers agreement would need to be redone first so the

earliest invitations to the advisory committee wouldn't be until after February 2025. Sarah reports the joint powers agreement will be updated, and the plan will be for 2 meetings a year with all 10 county commissioners to set budgets and 2 meetings a year with 4 advisory committee members and 2 commissioners from each county. Secretary Malterer requests a motion to give staff direction to develop new community health board to be acted upon by the board once developed. Motion to approve by Commissioner Rohlfig, seconded by Commissioner Milbrath. Motion carried.

b. Advisory Committee structure, expectations, and per diem set

Directors offered \$45 as per diem for advisory members. Expectations would be that advisory members would bring their expertise and not have a lot of "homework" to do before meetings. Commissioners discussed increasing the per diem to \$50 and mileage being reimbursed at the federal rate. Motion to approve per diem at \$50 and mileage reimbursed at federal rate by Commissioner Rohlfig. Seconded by Commissioner King. Motion carried.

c. Tentative timeline for adjusted Joint Powers Agreement and final delegation agreements

Timelines discussed by directors. In February of 2025, the Joint Powers Agreement and delegation agreement update, Community health improvement plan annual update, 2025 workplan for approval, and 2024 preliminary financials. In April 2025, final financial report. In June, drafting the 2026 CHB workplan and progress report on workplan. In October, set 2026 CHB budget and set 2026 grant allocation shares. Commissioners do not think there is much to be changed in joint powers agreement beyond the financial wording in some areas and adding advisory committee.

Joe Martin discussed amending the delegation agreement to ensure language reflects an advisory board and decision making is still done by commissioners.

3. Community Health Board Budget- Leah

Reviewed the 2025 CHB master budget and 2025 grant splits for Le Sueur and Waseca presented by Leah Cameron. Insurance required by CHB in case something happens while employee is working for CHB as their county insurance would not cover. Historically, Waseca would bill Le Sueur half of Ashley's fringe, but with addition of shared supervisor position, shared supervisor position fringe will be subtracted from Ashley's fringe before Ashley's fringe is billed. Question on indirect expenditure in the 2025 CHB budget from commissioners. Leah Cameron reports indirect is 10% of each grant for office costs. Discussion on grant splits and noting that historically, the splits have always been this way but questioning if this is still accurate. Sarah Berry reports it will take time to sort out if grant splits need to change and noted that 60-40 is generally the population difference between Le Sueur and Waseca counties. Le Sueur and Waseca use different electronic health recording software, but Leah Cameron and Sarah Berry report this difference isn't an issue, and they do plan to review staff time and compare what is allocated. Discussion amongst directors that the Follow along program budget line needs adjusting as this grant is population based. Le Sueur to get \$5700 Waseca to get \$4100. Sarah requests the board act on

the grant splits to be approved as written after amending the Follow Along Program lines. Motion to approve by Commissioner Brad Milbrath and seconded by Commissioner David Priesler. Motion carried.

4. Environmental Health Position – Sarah

a. Current vacancy and posting-

Waseca currently has vacancy in environmental health of 0.7 FTE. Waseca has interest in exploring Healthy Housing grant, but unable to explore currently as the grant cycle does not start again until spring of 2026. Sarah reports a full-time position should be posted soon for Waseca that the shared supervisor would supervise. The Healthy Housing program would take place in Waseca, but Sarah reports there are probably housing concerns in both counties. Josh Ramaker provided a short description of healthy housing—the healthy housing grant goes towards the FTE of the Healthy Homes inspector and a small amount of funds can go towards improving the home i.e. smoke detectors. The program is voluntary, and referrals usually come from staff working with clients on other programs. Discussed Waseca position and Le Sueur position having flexible county lines and being subject matter experts to improve efficiencies. Sarah reports there would be an opportunity for both counties to use this FTE for housing concerns, but Waseca is currently responsible for this 0.3. Question on if Waseca’s environmental health position includes wells, which it does. Question on 1.0 FTE for environmental health in Le Sueur County. Le Sueur County has more campgrounds to support a 1.0 FTE.

b. Interim staff sharing-

Reviewed interim staff sharing agreement, which both county attorneys have approved. Environmental health called out in document as question from commissioners on whether money is exchanged between the counties if one environmental health specialist does work for the other county. Sarah Berry reports the only money exchanged is from the grant splits. Question on how environmental health position in Le Sueur County is funded. Megan Kirby reports this position is funded by fees from the program and levy dollars. Commissioners would like environmental health removed from this agreement as it is not grant funded. Commissioners recommend another agreement for environmental health in which the counties bill each other. Motion to approve document with striking 1a and 2a regarding environmental health specialist by Commissioner Milbrath and seconded by Commissioner Priesler. Commissioners request environmental health specialist agreement with fees come to board soon.

5. Foundational Public Health Capabilities – Megan

a. Community Partnership Development

Community conversations, adult health survey, and WIC survey. Convene across governmental agencies. Current workgroups with Le Sueur County staff and Waseca County staff are being developed.

6. Meeting Schedule 2025

Community Health Board

LE SUEUR-WASECA

2025 proposed meeting dates- February 4th, 2025, April 1st, 2025, June 3rd, 2025, and October 7th, 2025. De suggests commissioners plan on these 4 dates as there is no joint powers agreement yet.

7. Other

Motion by John King and seconded by Brad Milbrath to adjourn the meeting. Motion carried and meeting was adjourned at 3:17pm.

Respectfully submitted by Nicole Jarvis for DeAnne Malterer, Secretary.

Next meeting scheduled for February 4th, 2025.