

# Community Health Board

LE SUEUR-WASECA

## MINUTES

Le Sueur – Waseca Community Health Board

**Tuesday, April 2, 2024**

Held at the Waterville Senior Center

**Members present:** Brian Harguth, Doug Christopherson, Dave Glizinski, Brad Milbrath, Brad Krause, Steve Rohlfing, John King, David Priesler, and DeAnne Malterer.

**Others present:** Sarah Berry, Joe Martin, Andrew Nicolin, Greg Huber, Sam Holicky, Leah Cameron, Leah Frederick, Nicole Jarvis, Ashley Killday, Colin Ayers, Kristen Friederichs.

**Call to Order** at 1:29pm by Chair Doug Christopherson

Review/Approval of Agenda. Steve Rohfling motioned to approve, and Brian Harguth seconded. Motion carried.

Review/Approval of February 6, 2024 minutes. John King motioned to approve, and Brad Krause seconded. Motion carried.

**Review recent items signed by Board's Agent- Sarah Berry**

1. MOA long-term staffing plan environmental health. Revised due to separation of Brown/Nicollet County Community Health Board
2. Public Health Emergency Preparedness Concurrence Plan
3. Letter from DNR-propose Pickleball court in Waterville.

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

De shared Meeting Notes from SCHSAC. No questions from commissioners

**CHB Grant Overview – Leah Cameron**

Financial recap of grant splitting between Le Sueur County and Waseca.

**Shared staffing documentation – key points discussion- Sarah Berry**

Joe Martin is interested to know if shared staff are being funded by grants and levy dollars. Commissioners wonder if it would be difficult to sift through how staff are spending their time. Sarah reports this is manageable with electronic records. Sarah reports current shared staff already do this. Question quarter hour billing. Sarah reports electronic records can be broken down into less than quarter hour, but medical billing is often quarter hour required. Ambiguity is possible as shared staff could be working on a project for both counties. Leah Cameron reports some ambiguity and gave meetings as an example as meeting are coded to other. Commissioner King inquires if there is a problem with the way time collection is currently being done. Sarah reports transparency is the goal as there is no data to back up the actuality. Commissioners wonder if too much staff time is being spent looking into shared staff split. Right now, 60/40 and Sarah reports may need to go 50/50. Commissioner Preisler requests communication. Communication fosters trust. Discussed maintaining the position after the work is done upfront-would a full-time position be sustainable long term. If grant funding goes away, commissioners want documentation showing why positions are still necessary. Commissioners request that if they approve tracking of staff time and it is found later to not be working, let them know and

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amend if needed.

## **Other**

1. Final stages of CHIP draft
2. Outcome of food, beverage, and lodging—almost ready to send letter letting vendors know state may charge hospitality fee of \$40. Sarah will send bill information to commissioners.
3. Hoping to move forward with getting wi-fi to Waterville Senior Center so packets do not need to be printed.

Chair Doug Christopherson motioned to adjourn. Brad Krause seconded and De Malterer thirded. Motion carried.

**Next Meeting: June 4<sup>th</sup>, 2024 at 1:30pm**