

**CITY-COUNTY BOARD OF HEALTH MINUTES**

**Board Meeting**

**May 22, 2024 | 7:30am**

**PRESENT:**

Dick Gulmon, Vice Chair

Ashley Horner, Health Officer/Secretary

Sarah Hansen

Cindy Schwehr

**Via LifeSize:**

**ABSENT:**

Tom Overn, Chair

**ALSO PRESENT:**

Katie Beyer, Administrator

Melissa Pedersen, Office Coordinator

Evonne Johnson, Office Manager

Alicia Hoffarth, Development Strategist

**CALL TO ORDER:**

The Health Board meeting was called to order at 7:30 am by Dick Gulman, Vice Chair, in the CCHD conference room or by remote. Dick shared the Board's well wishes for Tom Overn, Board Chair, on his recovery from a recent injury.

**AGENDA:**

Agenda was reviewed. Motion made by Dick Gulman to approve agenda as presented, seconded by Ashley Horner. Unanimous vote, motion carried.

**MINUTES:**

Reviewed. Motion made by Cindy Schwehr to approve previous months minutes, seconded by Ashley Horner. Unanimous vote, motion carried.

**DIRECTOR'S REPORT:**

Things are going great 6 months into the transition. We are working on some new grants. Continue to work through assessment on Home Care. Audit should be completed by July. Will be starting budget process in the next couple of weeks.

**VOUCHERED EXPENSES:**

Reviewed. Ashley Horner made a motion to approve the April/May vouchered expenses, seconded by Sarah Hansen. Unanimous vote, motion carried.

**FINANCIAL REPORT:**

Home Health for January is \$30,529.28 in the red. Katie Beyer noted that \$646,987.12 is the account balance with a cash reserve balance of \$343,020.14 at the end of March. Cindy Schwehr made a motion to approve financial as presented, seconded by Sarah Hansen. Unanimous vote, motion carried.

## **OLD BUSINESS:**

### Building/Grounds

- Parking Lot – Waiting for date for repairs
- Generator Installation – Everything completed
- SCHSC – Working on quotes for 2 new office spaces in our old storage space.
- Doors and Electronic Strikes - Completed

### Staffing

Melissa Petersen was hired as Office Coordinator.  
Alicia Hoffarth hired as Development Strategist.

### Service Contracts

Jeff Gunkelman, of Kennelly Business Law, will be signing a form to be deputized by State's Attorney to work on Environmental Health issues. Will then start work on handbook.

Workforce Safety Health assessments with law enforcement and fireman personal.

### Behavioral Health Initiative Brief

Tobacco Ordinance – Advisory Vote next month

### Workforce development Updates

Alicia Hoffarth has been working with Katie on this and program assessment of Home Care.

## **NEW BUSINESS:**

### Approval County Mill Request

Requested the full 5 mils. Value is estimated at \$485,659 for 5 mils/ \$97,131.99 per mil. The Board moved to request \$500,000.

### 2025 Budget Considerations

Draft will be brought next month would like to see 3.5% and 4% for employee wage increases.

### Meet Staff

Alicia Hoffarth – Development Strategist  
Meet Melissa Pedersen – Office Coordinator

### Other

Environmental Services

Commissioners are on board to take over our cleaning. at no cost to City-County Health. CCHD purchased a backpack vacuum. We will purchase a floor scrubber. They are not able to do any snow removal at this time. Service Master will continue to clean the second floor as part of the rental agreement with South Central Human Service Center.

**ADJOURNMENT:**

With no further business before the Board, the meeting was adjourned at 8:00 am.

**Next monthly meeting:** Wednesday, July 24<sup>th</sup> at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary