

1. Call to Order

Chris called the meeting to order at 8:30

2. Roll Call

Individuals in attendance: Bernie Belgarde, Allen Schlenvogt, Karen Armstrong, Barb Frydenlund, Renae Henderson and Janelle Carnahan.

3. Minutes

Minutes of May 18, 2023, are reviewed. Allen moved to approve the minutes with the correction of the legislative year being 2023 rather than 2033. Karen seconded the motion and the motion carried.

4. Standing Reports

A. Fiscal Reports

B. Allen moved to approve expenditures noted in May 2023's check-detail report. Karen seconded the motion. The motion passed. Karen moved to approved expenditures noted in June 2023's check-detail report. Allen seconded the motion. The motion carried.

C. Balance sheet as of June 30, 2023, total liabilities and equity \$824,800.20.

A. Environmental Health Update

A complaint has been filed and a sewer check will be made by Environmental Health Specialist, Candace Carlson. An individual in the St. John area has noted raw sewage is seeping from an adjoining property on to their premises.

B. Administrative Update

Data regarding adult vaccination rates are higher in Rolette County than that of average ND providers thanks to the diligent staff efforts. The mobile clinic unit is helping with outreach efforts in each community. Back to school vaccine push is currently underway. Recommendation for everyone age 6 and older to receive a Covid vaccine. Pre-booking with the department available. Thanks to Immunization Program Coordinator, Renae Henderson and fellow staff members for their impacting efforts.

Health Track summary shared. Summary of various grants efforts and staff training is given. All grants as well as state aid will be reduced to reflect population numbers noted by the 2020 census.

Will schedule further discussion of opioid funding with the County Commission. List of upcoming scheduled department activities were shared.

## 5. Old Business

- A. USDA Grant Update for garage. Concrete has been poured. Structural work will begin next week.
- B. Window Project Update. An environmental review is being requested. Due to material cost increases a re-bidding of the project is warranted.
- C. Roof Project Update. Roofing is pretty much complete. Boucher Electric need to return complete work related to it the electrical box.
- D. 2024 Budget. Working budget outlook is presented. Barb will continue to work on the 2024 budget.
- E. Sick Accrual Policy. Discussion on pros and cons of various sick leave policy options occurred. Allen moved to table sick leave policy until September meeting. Karen seconded the motion. The motion carried.

## 6. New Business

- A. St. John School Nurse Policies. A School Nurse Policy and Procedure has been developed and shared with the board. It will provide guidance for this position. Board members will look it over for potential acceptance at the September meeting.
- B. Onsite Sewer Administrative Policy Re: Building Additions. Karen moved that the Rolette County Public Health Department On-Site Sewer Policy and Rolette County Building permit policy state that a sewer permit is not required when an addition to a structure such as a home, shop, etc. if water consumption is not going to increase because of the addition. Allen seconded the motion and the motion passed.
- C. Other. One vaccine freezer has died and will need to be replaced.
- D. Karen moved to adjourn the meeting. Next meeting to be 8:30 AM, September 28, 2023 at the Rolette County Public Health conference room.

Respectfully submitted,



Karen Armstrong, Secretary