

Rolette County Health Board Meeting, November 30, 2023

1. **Call to Order.** Bernie Belgarde called the meeting to order at 8:40 am November 30, 2023.
 2. **Roll Call.** Members in attendance; Bernie Belgarde, Allen Schlenvogt, Karen Armstrong, RCPHD Director, Barb Frydenlund and Janelle Carnahan. Allen moved to accept the agenda as presented.
 3. **Minutes** were reviewed. Allen moved to approve meeting minutes of September 28, 2023. Karen seconded the motion, the motion carried. Karen moved to approve the minutes of the October 5, 2023, Special Meeting. Allen seconded the motion. The motion passed.
 4. **Standing Reports**
 - A. Administrative Update.

Covid home testing kits are being distributed 3,000 have gone out. Uptake of Covid vaccinations have been good. Cases of H1 N1 flu are currently higher than in 2020. The county is showing the highest number of syphilis cases in the state at 135 cases. Ample RSV inoculant is on hand. Infant RSV inoculants are limited, currently.

The department will continue its efforts to become a licensed Harm Reduction Clinic. Mental health components will be needed to do so.

Health Tracks seeking dental and optometric services for local clientele, this is a great need. Health Tracks outpaced 2022 during the 2023 year.

Sarah Senger is working to present to city councils regarding limiting the sale of vape merchandise in their area. She is doing lessons in the school and offers tobacco cessation training to individuals.

Efforts on the MCH grant will be reassigned due to staff changes.

NDHHS preventive health services has acquired additional financial support from the State Health Department.

Starion Bank is replacing carpet in the east side of their building, this includes the office Starion Bank is asking the department to cover the carpet & installation cost in the portion of the building utilized by RCPHD. The board recommends, as a renter, offering to pay a portion of the costs.

Fiscal Reports.

Karen moved to approve expenditures noted in the September 2023 check-detail report. Allen seconded the motion. The motion passed. Allen moved to accept and approve October 2023 expenditures listed in the October 2023 check detail report. Karen seconded the motion, the motion carried.

The department's total liabilities and equity as of November 29, 2023, is \$694,722.21.
 - B. Environmental Health Update. Mold situation reported in East Housing of Dunseith. IHS Environmental Health was brought into the case.
- Barb will reach out to Rolette County zoning board regarding wordage in building permit policy. Additions to buildings that do will not increase water usage do not require onsite sewer permits.

5. Old Business

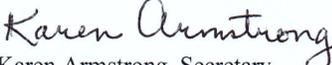
- A. **USDA Grant Update-garage.** The garage is mostly complete. USDA representative, Issac Yturalde, will need to be present for final inspection and signing-off on the grant.

- B. Window Project Update. The grant papers are complete (signed). Waiting for the County Auditor to complete the county portion of the application and submit it to the state.
- C. Roof Project Update. Waiting on Boucher Electric for electrical work so the project can be enclosed and front overhang to be finished.
- D. 2024 Budget. Allen moved to provide a \$1.10/hour salary increase for financial manager and extra duties assigned to the position. Karen seconded the motion. The motion carried. Allen moved a 1% salary increase for all employees. Karen seconded the motion, and the motion passed. The 2024 budget reflects a \$1.42/hr. increase in health insurance, 12.26 % of salary to employee PERS by employee, 4% employee contribution to PERS in addition to the salary raise noted above.
- E. Heat Pump Replacement. A bid request was made to Tuomala Plumbing and Heating. A response has not been received.
- F. Employee Sick Leave Allocation Versus Monthly Accrual. Discussion occurred. Karen moved beginning January 1, 2024, sick leave be allocated on a monthly-basis and available for use following the first 90 days of employment. Allen seconded the motion. Motion carried.
- G. Other

6. New Business

- A. Harm Reduction Resolution. Allen moved the RCPHD Board support the Harm Reduction Resolution and move forward in the development of a Harm Reduction Clinic. Karen seconded the motion. The motion passed unanimously.
 - B. 2024 Board of Health Meeting Dates. Karen moved that the RCHD Board meeting be held at 8:30 am the third Thursday, every other month, beginning January 2024. Allen seconded the motion. The motion carried.
 - C. 2024 RCPHD Approved Holidays. Allen moved that the RCPHD official 2024 Holidays include January 15th, February 19th, March 29th, May 27th, June 19th, July 4th and fifth, September 2nd, November 11th, November 28th and 29th, December 24th and 25th, December 31st and January 1st, 2025. Karen seconded the motion. The motion carried.
 - D. Board of Health Annual Re-organization This will be tabled until the January 19th meeting.
 - E. Home Health Discussion. Lori Solin has asked if the department could take on home health services currently offered through Tri-Care Health. More information is requested.
 - F. Clinical Social Worker Request-Discussion. Tiffany Disrud, licensed clinical social worker, has asked if the department would provide office space or employee her. Barb will reach out to Tiffany to discuss details and expectations of both.
 - G. Opioid Settlement Funding- County and State. Barb will attend a Rolette County Commissioner's meeting to encourage the county to apply and visit with them regarding the flow-through of funds.
 - H. Security System- RCPHD Office and Garage Location. A security system is desired. A portion of the security system funding has been secured. The cost for it has been worked into the 2024 budget.
 - I. Other. Dr Jones, Rolette County Health Officer wishes to relinquish the position as she is now working full-time in Fargo. Please let Barb know of individuals who may be a good match for this position.
- Karen moved to adjourn the meeting. Allen seconded the motion. The meeting was adjourned. Next Regular Board of Health meeting will be held 8:30 am. January 19, 2023, at the Rolette Public Health District conference room.

Respectfully submitted,


Karen Armstrong, Secretary