

# Towner County Public Health

August Meeting: 08-23-2021 at 7 AM

## Meeting Minutes

Present: Matt Odermann, Jessica Larson, Troy Senger, and Dave Lagein

Additional Individuals Present: Annie Mastrian, Majusta Kleven, Jaylee Greenlee

1. Meeting called to order by Board President Dave Lagein
2. Motion made to approve the agenda with additions made by Matt Odermann and Seconded by Troy Senger
3. Motion made to approve previous meeting minutes from meeting held on 05/19/2021. Motion made by Matt Odermann and Seconded by Jessica Larson
4. Discussion had on the 2022 budget including budget items listed. Motion made to approve the 2022 budget made by Matt Odermann and seconded by Jessica Larson.
5. Allen McKay present from Lake Region District Health Unit to discuss Environmental Health services provided to Towner County. Discussion had on the cost as presented by Allen. Board would like further discussion on this matter as it is felt by the board that requiring Towner County to pay \$2.57 a person due to having a smaller population size is incorrect. Motion Made by Jessica Larson and seconded by Troy Senger to form a committee to further investigate Environmental Health Services.
  - a. The Variance for the vaulted toilet at Armourdale Dam was discussed. Allen McKay then informed the board that Lake Region Public Health District will not sign off. Motion made by Matt Odermann and seconded by Dave Lagein to approve the variance for Boom Construction with Lake Region Public Health District exempt of liability.
6. Recommendation made by hiring committee to hire Majusta Kleven as Director of Towner County Public Health. Discussion was held on wage, due to current budget situation a wage of \$34.00 was decided. Motion made by Jessica Larson and Seconded by Carlee Thomson to hire Majusta and back pay wages from June 1, 2012 to present.
7. Review of Operations
  - a. Immunizations
    - i. Update on Immunizations provided By Majusta Kleven as to where billing is at and what amount of revenue is being brought in. Discussion had on presenting patients with a \$20 suggested donation. This was table until all board members were present and a review of immunization income could be provided.

- b. ELC (COVID-19 Grant)
    - i. Update on COVID home provided by Majusta Kleven as to that it is the recommendation of the state that we keep the COVID home for the foreseeable future. Discussion was also had that per the recommendation of the state if we no longer have use for the COVID home that it be donated to the Department of Health. COVID numbers in Towner County as well as the state of North Dakota are trending upwards. Discussion had that in the future larger testing events and vaccination clinics may require the use of the gym but that will be determined at a later date. Communication with Bill Voight has already been established as using the gym will not be an issue.
  - c. Health Equity/Immunizations
    - i. Update provided by Majusta Kleven on grant. Mackenzie Weiser hired as a casual staff to help manage this grant. Discussion had on providing outreach clinics for vaccinations.
  - d. NACCHO Grant
    - i. Update provided by Majusta Kleven that this grant is slow moving and the contract was just recently sent with the incorrect amount and had to be revised so we are awaiting the updated contract.
  - e. SOR Grant
    - i. Update provided by Jaylee Greenlee as to current status of SOR grant. Hospital has completed some of their tasks and will be reimbursed. Narcan ordered from the state at no charge to public health and distributed to North Star School for the classroom "go kits". Discussion had that now the expiration date of Narcan is 6 months longer than originally thought. Deterra medication disposal bags were also provided to Towner County Living Center and the Heartview Foundation. Jaylee provided North Star Public School with a Narcan training on August 12, 2021.
  - f. Foot Care
    - i. Update provided by Annie Mastrian that foot care is going well and that it appears that we will be under budget this year. Annie stated that when the budget was created that it was assumed staff would work 8 hour days and see 15 patients per day. Annie informed the board that she has only had one day with 15 patients and that she has never completed a full 8 hour day on Foot care.
  - g. Tobacco Prevention Grant
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