

## **Supporting Hands Nurse Family Partnership Joint Powers Board February 4<sup>th</sup>, 2019 Meeting Minutes**

### **Joint Powers Board Members present:**

David Lieser, Chippewa County  
Doyle Sperr, Grant County  
Steve Ahmann, Kandiyohi County  
Todd Patzer, Lac qui Parle County  
Mic VanDeVere, Lincoln County  
Rick Anderson, Lyon County  
Ron Shimanski, McLeod County  
Larry Lindor, Pope County  
Greg Snow, Renville County  
Jim Salfer, Redwood County  
Bob Kopitzke, Stevens County  
Peter Peterson, Swift County  
John Berends, Yellow Medicine County

**Staff and Guests Present:** Joel Flaten, Lacey Severson, Katie Jensen, Chery Johnson, Ann Stehn, Liz Auch, Kristin Deacon, Laurie Terning (Meeker Co. for Diane), Nursing Student with Kristin D., and Val Wagner

Vice Chair Todd Patzer called the meeting to order at 9:37am.

Reviewed 2019 Organization List with last years officers and committee members included.

**Officer Elections:** Motion by Bob Kopitzke to use a unanimous ballot, seconded by Larry Lindor. Motion carried. Motion by Pete Peterson to nominate Rick Anderson for Chair, seconded by Bob Kopitzke. Motion carried. Motion by Bob Kopitzke to nominate David Lieser for Vice Chair, seconded by Pete Peterson. Motion carried. Motion by Mic VanDeVere to nominate Todd Johnson for Secretary, seconded by David Lieser. Motion carried.

**Annual Committee Appointments:** Executive Committee – Rick Anderson, Dave Lieser and Todd Johnson, Personnel Committee – David Lieser, Jim Salfer and Beth Oberg, Finance Committee – Ron Shimanski, Steve Ahmann, and Rick Anderson

**Approval of the Agenda:** Motion by Bob Kopitzke to approve the agenda as written, second by Steve Ahmann. Motion carried.

**Approval of November 5<sup>th</sup>, 2018 Minutes:** Motion by Steve Ahmann to approve the minutes as written, second by Mic VanDeVere. Motion carried.

**Annual Conflict of Interest Disclosure Statements:** Members present were asked to fill it out and return to Flaten.

**2019 JPB Members and Contact Information:** Commissioners were asked to review their contact information and get any changes to Flaten.

**Motion by Ron S, seconded by Jim Salfer, to designate the Renville County Register as the Official Paper. Motion carried.**

### **Annual Review of By-Laws**

- Discussed how to deal with cancelations due to weather. It was decided to have the Chair and Executive Director discuss and make the call to cancel a JPB Meeting. The Executive Director will email the members in the event of a cancelation.
- The recorder position was discussed. SHNFP staff is covering minutes for this meeting. We have discussed with Kandiyohi County PH the availability of support staff to take the minutes.

### **Management Team Report:**

- Executive Director Report - Key points reviewed by Flaten.
  - David Lieser brought up connection with clinic in his area and building key relationships and creating awareness.
  - Steven Ahmann asked to share with new commissioner about the shared position. Liz Auch talked about the area of Countryside PH and about the shared position.
- Watched NFP New Branding Video – Joel will send out YouTube link for video so Commissioners can show to others. He was also going to send out a link to the NFP Newsletter for members to sign up for.
- Val Wagner shared her experiences as a Nurse Home Visitor.
- Caseload – It was noted that all counties have a client being served. The new NHV's are still building caseload.
- Newsletter
- Motion by Mic VanDeVere, seconded by Doyle Sperr to approve Motivational Interviewing Training for September 25<sup>th</sup> and 26<sup>th</sup> with Minneapolis Community and Technical College for \$4,900. Motion carried. This will cover the cost of 30 staff.
  - Steve A. recommended book "Engaging Government Employees."
  - Liz A. shared MDH's plan for MDH not to provide training and are looking at regional training. SHNFP is able to partner with other 20 counties and PH agencies to offer the trainings like Motivational Interviewing.
- Motion by David Lieser, seconded by Bob Kopitzke, to approve a contract with Countryside Public Health for a shared position. Motion carried.

- Rick Anderson brought up point about if Countryside Commissioners can vote and as this may viewed as a conflict of interest. After discussion, it was decided to continue the practice of allowing all members to vote. It was felt that this would not be a conflict of interest.
- Todd Patzer asked about breakdown of payment in the contract. It was decided to be flexible and adjust per month as needed instead of an exact number. The current plan is for 20 hours working with SHNFP and 15 hours with Countryside PH.

**Financial Issues:**

- Authorize Payment of Bills (October – December 2018) - Motion by Steve Ahmann to authorize the payment of bills, second by Ron Shimanski. Motion carried.
- Financial Report - Motion by Ron Shimanski to accept the financial report for 2018 as presented, second by Steve Ahmann. Motion carried.
- Cash Position—\$860,508.27 cash balance as of December 31<sup>st</sup>, 2018

**Other Issues to come before the Board:**

- 2019 Meeting Dates—May 6<sup>th</sup>, August 5<sup>th</sup> and November 4<sup>th</sup>
- Set date for Finance Committee Meeting in April

Next Meeting: Monday, May 6<sup>th</sup> at 9:30 a.m., Kandiyohi County Health and Humans Services Building, Lower Level Multi-Purpose Room

There being no further business, meeting adjourned by Steve Ahmann, seconded by Pete Peterson @ 10:52. Motion carried.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP