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**HORIZON COMMUNITY HEALTH BOARD**  
**Virtual Meeting—see instructions below**  
**Monday, January 11, 2021**  
**9:00 a.m. – 10:30 a.m.**  
**AGENDA**

**Meeting Based out of Douglas County Services Center—Horizon Public Health Office**

Join Zoom Meeting: <https://zoom.us/j/97552206397?pwd=V2srVXYzMTIEQ2FhMTk1ZkVoVEtOUT09>  
Dial in: 1-312-626-6799  
Meeting ID: 975 5220 6397  
Passcode: 493447

- 9:00 a.m. Call to Order  
Election of Officers: Chair, Vice-Chair, Treasurer
- 9:05 a.m. Approve agenda: roll call vote  
Approve minutes of December 14, 2020 Horizon Community Health Board meeting: roll call vote
- 9:10 a.m. HPH Organizational Meeting
- Review County Board Appointments: roll call vote
  - Review Community Member Appointments (Hengel and Thompson appointed in December of 2020 for 2 year term ending December of 2022)
  - Conflict of Interest Statements
  - Annual review of Horizon CHB By-Laws and Operating Procedures: roll call vote
  - Appoint Personnel, Finance and Hospice Committees: roll call vote
  - Appoint SCHSAC (State Community Health Services Advisory Committee) Delegate and Alternate: roll call vote
  - Appoint Prime Health Trustee and Alternate: roll call vote
  - Adopt Resolution 21-01 Authorizing Agents of the CHB: roll call vote
  - Adopt Resolution 21-02 Delegating Authority to make Electronic Fund Transfers for 2021: roll call vote
  - Establish 2021 CHB member per diem: roll call vote
  - Approve 2021 meal allowance schedule and mileage reimbursement rate: roll call vote
  - Approve Horizon Public Health Charges for Services effective (done 12/2020)
  - Appoint Catastrophic Medical Leave Policy Committee: roll call vote
  - Review 2021 Meeting dates and Board Communication and Education Plan
- 9:20 a.m. Review of Statutory Authority and Responsibility under MN 145A: Ann Stehn
- 9:25 a.m. Accreditation Update: Ann Stehn
- 9:30 a.m. COVID-19 Response Update: Ann Stehn
- 9:50 a.m. 2021 Local Public Health Legislative Priorities: roll call vote

**Douglas County**  
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**Pope County**  
211 E Minnesota Avenue Suite 100  
Glenwood, MN 56334  
320.634.7822  
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**Stevens County**  
10 E Hwy 28  
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320.208.6670  
320.589.7433 fax

**Traverse County**  
202 8th Street N, PO Box 23  
Wheaton, MN 56296  
320.208.6670  
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- 10:00 a.m. Personnel Issues
- 10:05 a.m. Financial Issues
- Approve payment of warrants Dec 2020: roll call vote
  - Review YTD Asset Summary Listing: Treasurer Ennen: roll call vote
  - 2020 Year-end Financial Report: roll call vote
  - Resolution 21-03 accepting December 2020 donations: roll call vote
- 10:20 a.m. Administrator Report: Ann Stehn
- 10:30 a.m. Adjourn; Next meeting Monday, February 8, 2021

## **2020 Officers and Committees (Informational: appointments to be made for 2021)**

- 2020 Officers:**
- |                    |                             |
|--------------------|-----------------------------|
| Chairperson -      | Larry Lindor                |
| Vice Chairperson - | Charlie Meyer               |
| Treasurer-         | Jeanne Ennen                |
| Secretary -        | Horizon Public Health staff |
- Executive Committee: Meet as needed**
- Larry Lindor, Pope County  
 Charlie Meyer, Douglas County  
 Jeanne Ennen, Steven County
- Personnel Committee: Meet as needed**
- Bob Kopitzke, Stevens County  
 Charlie Meyer, Douglas County  
 Dave Salberg, Traverse County
- Finance Committee: Meet as needed**
- Jeanne Ennen, Stevens County, Treasurer  
 Todd Johnson, Traverse County  
 Heather Larson, Douglas County
- Hospice Committee: February 8, 2021; June 14, 2021; October 11, 2021  
 (all follow the CHB morning meeting)**
- Charlie Meyer and Jerry Rapp, Douglas County  
 Kelly Helmbrecht, Douglas County Hospital
- PM Council: February 3, 2021 9:00 a.m.**
- Deb Hengel, Grant County Community Member  
 Bob Kopitzke, Stevens County  
 Dave Salberg, Traverse County  
 Doyle Sperr, Grant County  
 Dennis Thompson, Douglas County Community Member
- Environmental Health Advisory Cmte: Feb. 5, May 7, Aug. 6, Dec. 3 at 9:00 a.m.**
- Jerry Rapp and Keith Englund, Douglas County Commissioners  
 Nan Haggerty and Gordy Wagner, Pope County Commissioners
- Ethics Committee: Next Meeting TBD based on ethical consult requests**  
 Jeanne Ennen, Stevens County