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**HORIZON COMMUNITY HEALTH BOARD**  
**Virtual Meeting**  
**Meeting Based out of Douglas County Services Center – Horizon Public Health Offices**

**Monday, March 8th, 2021**  
**9:00 a.m.**  
**Minutes**

**Present:** Douglas: Heather Larson, Jerry Rapp, Charlie Meyer  
Grant: Dwight Walvatne, Doyle Sperr  
Pope: Gordy Wagner, Larry Lindor  
Stevens: Jeanne Ennen, Bob Kopitzke  
Traverse: Dave Salberg, Todd Johnson  
Community representatives: Deb Hengel, Dennis Thompson

**Staff:** Ann Stehn, Horizon Public Health Administrator  
Betsy Hills, Horizon Public Health Assistant Administrator  
Greta Siegel, Horizon Public Health Assistant Administrator  
Maggie Johnson, Horizon Public Health - Health Educator SHIP staff  
Ashley Bohlsen, Horizon Public Health Accreditation Coordinator  
Amy Reineke, Horizon Public Health Community Health Strategist  
Kelly Luedeke, Horizon Public Health Supervisor

**Guests:** Kristin Erickson, MN Department of Health, Nurse Consultant

**Absent:** None

The meeting was called to order at 9:00 a.m. by Chairperson Larry Lindor.

**Approve Agenda**

No changes to the mailed agenda.

Motion by Bob Kopitzke, second by Jerry Rapp to approve the agenda as printed. Motion carried unanimously via roll call vote.

**Approve minutes of February 8, 2021 Horizon Public Health board meeting**

Motion by Dave Salberg, second by Jeanne Ennen to approve the February 8, 2021 minutes as presented. Motion carried unanimously via roll call vote.

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Morris, MN 56267  
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**Traverse County**  
202 8th Street N, PO Box 23  
Wheaton, MN 56296  
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### **Accreditation Update – Ann Stehn:**

Horizon Public Health received official notice of the PHAB's decision on Feb. 12, 2021 that we are now a fully accredited health department. Ms. Stehn shared that there was no additional action planning needed to be accredited. This was a great accomplishment for the organization as many agencies must complete after action reports before receiving final accreditation approval. Kelly Luedeke and Ashley Bohlsen, current and past accreditation coordinators were recognized by Ms. Stehn and the board. Ms. Stehn shared that this accomplishment was a team effort and the board should also be recognized for their commitment to Horizon Public Health and the accreditation process. Horizon Public Health has amazing community members that were an integral part of the process and success. Ms. Stehn shared the PHAB certificate and plaque with the board. The official PHAB logo can be included on all of Horizon Public Health documents and communications going forward. There are currently 10 accredited local public health departments in MN.

Chairperson, Larry Lindor, expressed congratulations and appreciation to the entire staff of Horizon Public Health. Thank you to our board, agency leaders, accreditation coordinators, staff and community members for coming together to make this accomplishment possible.

### **SHIP Community Survey Results – Maggie Johnson, Health Educator:**

Maggie Johnson, Health Educator & SHIP Coordinator, presented the 2020 Community Health Assessment to the board. A SHIP grant requirement is to complete a Community Health Assessment survey. A previous survey was conducted in 2015 and again in August 2020. The survey tool was developed by Horizon SHIP staff in partnership with MDH. There were 46 questions with many questions having multiple parts. Several repeat questions from the 2015 survey were included in addition to new questions. Survey packets were mailed to 7,733 random addresses within the 5 counties. 2,245 completed surveys were received back resulting in a 29% response rate. This was an anonymous survey.

Survey categories included demographics, barriers to receiving medical care, general health status, chronic conditions, mental health, healthy eating and food security, physical activity, alcohol tobacco and substance use and vehicle usage.

Survey Demographics: Male 49.6% and Female 50.4%. Wide variety of ages responded to the survey. Majority of respondents were white. Income level ranged from less than \$10,000 to over \$150,000. Employment status – majority were employed, self-employed or retired.

Barriers to receiving medical care: 97% of respondents currently have traditional health coverage with 3% having no coverage. Last routine checkup – 86% responded to having a routine checkup in the last 2 years.

General Health: Weight status according to BMI – 38% not overweight, 30% overweight, 32% obese. Only 1% of respondents reported poor overall health with the majority reporting very good or excellent overall health. Heart trouble or Angina: 91% reported no. High Cholesterol or Triglycerides: 73% reported no. High blood pressure/hypertension or Pre-hypertension: 67% reported no.

Mental Health: Depression: No: 80% Yes: 20% - 6% increase from 2015 survey. Anxiety or Panic Attacks: No: 91% Yes: 9% - a 5% increase from 2015 survey. 51% reported one or more ACEs (Adverse Childhood Experiences). 49% reported no ACEs. During the past 12 months 12% of individuals wanted to seek help from a mental health professional about mental health issues but did not go or delayed talking to someone. Top reasons for delay: didn't think it was serious enough, cost too much, COVID-19 pandemic, too nervous or afraid, and did not know where to go. Stevens County saw the biggest increase since 2015 from 12% to 20% of individuals wanting to seek help from a mental health professional but did not.

Healthy Eating and Food Security: New question: How many times in the last week did you consume a sports drink, regular soda, energy drink? Majority indicated never. Pope, Stevens, Traverse and Grant Counties all saw an increase of individuals who grocery shop at small grocery stores. Douglas County saw the biggest increase in those who use grocery delivery service by 5%.

Physical Activity: 85% reported getting physical activity in the last 30 days. Of those 29% reported getting 5 or more days of moderate activity in the last week and 28% reported getting 3 or more days of vigorous activity in the last week. Home, outdoors and work were the most common places people reported getting daily physical activity. There was a 9% increase in the amount of individuals reporting using walking or biking paths in their community. A 10% increase in the amount of individuals reporting using local waterways for related water activities. A 9% decrease in the amount of individuals reporting using shopping malls for physical activity. The main reason reported for lack of physical activity was lack of willpower and self-discipline.

Alcohol, Tobacco and Other Substance Use: Overall, there was a 6% decrease in individuals who reported having had at least one drink of any alcoholic beverage such as beer, wine, a malt beverage, or liquor in the last 30 days. However, Traverse County saw the biggest spike in those reporting drinking in the last 30 days from 63% to 72%. 16% of respondents indicated any tobacco use (including e-cigarettes).

Vehicle Use: Based on respondent answers it was evident that distracted driving is still very prevalent. There was an increase in the frequency of driving and riding when the driver has had too much to drink.

The data will be distributed to various community partners and will drive the SHIP work that is done in future years. Ms. Stehn shared her general observations about the survey results. She expected to see more of an increase in mental health concerns than what was reported and found the decrease in alcohol consumption interesting while there was increases in driving/riding while under the influence of alcohol.

#### **COVID-19 Response Update – Ann Stehn:**

Ms. Stehn shared the HPH COVID-19 Dashboard with the board. November had the highest confirmed cases of 2,794 but the confirmed positive cases has significantly dropped with February 2021 having a total of 238 cases and only 32 confirmed in March 2021 to date. MN news reports are showing outbreaks in sections of MN at this time linked to the UK variant. The weekly percent of tests positive is much lower than 5% across all 5 counties. Hospitalizations, ICU and death rates have continued to decrease in the past month. Current active cases as of 3/5/21: Douglas: 28, Grant: 3, Pope: 16, Stevens: 12, Traverse: 9. HPH is still seeing active cases in all 5 of the Horizon Public Health counties. Confirmed cases per 10,000 show that Douglas (1,032) and Traverse (951) are higher than the MN rate of 859.

HPH has given just under 4,500 doses of vaccine at the end of last week. The vaccine data dashboard shows that the increase in the vaccination of the 65+ population has increased significantly in the past week with 63.9% of MN age 65+ vaccinated as of 3/5/21.

Question about if individuals are preferring the Johnson & Johnson vaccine since it is one dose. Ms. Stehn indicated that the Pfizer vaccine is being distributed to the major healthcare systems. The refrigeration requirements have been relaxed for the Pfizer vaccine recently. HPH is not anticipating to receive any Pfizer vaccine. HPH has received Moderna vaccine only at this point. Johnson & Johnson (Jannsen) vaccine has not been distributed yet. Jannsen may be given to specific populations where it is more difficult to get 2<sup>nd</sup> doses such as correctional settings or homeless settings. HPH continues to encourage individuals to get whatever vaccine is available to them.

HPH continues to vaccinate those eligible during Phase 1a. These include healthcare workers, E-12 school staff, childcare staff and emergency responders. All HPH E-12 school staff and childcare staff have been provided at least a 1<sup>st</sup> dose of vaccine to those who wanted it in all 5 counties.

Four of five HPH counties have met the 70% goal of vaccination of 65+ individuals. Grant County is just under at 68.7% of those over 65. HPH counties have been doing well and ahead of the state in meeting the goals set by the Governor and MDH. HPH has met both the 3-day and 7-day goal at 100% for the past few weeks.

Ms. Stehn shared that there will not be 100% vaccination of any population because there are those in each population that will chose not to get the vaccine. An issue has been identified that MN individuals that are 65+ that reside in the south during the winter months are getting their vaccines in southern states but those vaccine records are not being reported back to the MN Immunization registry. Despite that situation, the rate of those MN 65+ vaccinated is moving toward the 70% goal.

Staff hope to move to the next phase very soon. This next phase includes those under 65 that have specific health conditions and food processing facilities. HPH requests the number of doses the week before for the population local public health is assigned to vaccinate. The State takes the overall inventory of vaccine and determines how much will be allocated to specific populations and groups. The large healthcare systems get the majority of the vaccine. Another distribution of vaccine is given to the regional healthcare collations which most of the HPH healthcare systems belong to and to some pharmacies. Some pharmacy chains receive vaccine direct from the federal government. The health systems will be focusing more on the under 65 population with the specific health conditions while local public health will work on the targeted populations for essential workers. Anticipated to receive less vaccine to our region this week due to the fact of the high % of eligible populations vaccinated. HPH is focusing on second dose vaccinations this week.

There will be clarification this week on the list of food processing facilities and which will be eligible to receive the vaccine.

Question was raised about influenza rates and re-vaccination needs for COVID-19 vaccine. Ms. Stehn shared that healthcare systems are reporting almost no influenza circulating this season. Healthcare systems are attributing this to the public health measures that individuals are taking due to COVID-19 and the annual influenza vaccine. There is not an answer yet about what to expect in regards to a COVID-19 booster in the future. Research continues to be done regarding this topic. No specific recommendation at this time regarding boosters for the COVID-19 vaccine.

**SCHSAC February 12, 2021 Meeting Report – Gordy Wagner:**

Commissioner Wagner provided an update on the February 12, 2021 SCHSAC meeting. Commissioner Malcom attended the meeting. MDH provided a warning to be aware of the variants that are circulating in MN and that international travel could increase COVID-19 cases. There are 51 Community Health Boards in MN. Commissioner Wagner shared that the County Commissioner's role in the pandemic is to lead by example and communicate to constituents in the counties.

**Personnel:**

**Accept Jodie Gagne, RN resignation effective March 25, 2021:**

Ms. Gagne was a casual RN working on the hospice on call team.

Motion by Bob Kopitzke, second by Dave Salberg to accept the resignation of Jodie Gagne, RN, Hospice Casual Nurse on call. Motion carried unanimously via roll call vote.

**Permission to hire up to two Casual RNs for Hospice on-call team:**

In the past, HPH has had the permission to hire up to two casual RN's for the hospice on-call team. Ms. Stehn asked that we hire to replace Jodie Gagne and an additional RN if an eligible candidate applies.

Motion by Dwight Walvatne, second by Jeanne Ennen to authorize hiring to replace Jodie Gagne and an additional Casual RN for the hospice on call team. Motion carried unanimously via roll call vote.

**Personnel Committee Recommendations:**

Personnel Committee meeting was held on March 5, 2021. The Committee includes Commissioners Meyer, Kopitzke, and Salberg.

The Personnel Committee made a recommendation for authorizing permission to post and hire a full time Supervisor position for the Morris Office, with duties to include a major role in COVID-19 response, moving into permanent role with disease prevention and control and clinic and outreach supervision.

In October a Supervisor transitioned to a staff position and the Supervisor position was not filled. This position was included in the 2021 budget starting with March 1, 2021. This Supervisor would be responsible for the Disease Prevention and Control program, WIC program, Child and Teen Check-up clinics, Early Childhood Screening clinics, and Child & Teen Checkup Outreach program. It has become apparent that additional Supervisor help is needed in the COVID-19 response and there are future needs for the Disease Prevention & Control program area.

Motion by Jeanne Ennen, second by Bob Kopitzke to authorize permission to post and hire a full time Supervisor for the Morris office and filling any internal positions vacated due to filling this Supervisor position. Motion carried unanimously via roll call vote.

The second Personnel Committee recommendation was to authorize permission for the Administrator to hire up to 4 temporary positions as needed for COVID-19 response. There will be position requirements with new MDH funding for COVID-19 response. These temporary positions would only be filled with funding that is available and dedicated for the positions. These positions will most likely be support functions. Giving the Administrator authority to be used to hire between board meetings if necessary for response might be critical as the vaccine rollout continues. There are several HPH staff in COVID-19 response roles that are taking away from their primary roles and responsibilities. In the next round of MDH funding there will be a requirement to hire additional staff to work on specific populations during the COVID-19 response. These hires would be temporary positions.

Motion by Dennis Thompson, second by Deb Hengel to authorize permission for the Administrator to hire up to 4 temporary positions as needed for COVID-19 response. Motion carried unanimously via roll call vote.

### **Financial Issues**

#### ***Approve payment of warrants February 2021:***

The February 2021 warrants in the amount of \$208,914.37 were approved on a motion by Charlie Meyer, a second by Gordy Wagner. Motion carried unanimously via roll call vote.

#### ***2021 YTD Asset Listing Summary Report: Treasurer Ennen***

The February 2021 asset summary report was presented by Treasurer, Jeanne Ennen. The year to date report shows that HPH expended \$26,957.83 more expenditures than revenues in the month of February. Year to date expenditures exceed revenues by \$39,760.12. Total assets decreased by \$21,512.50 from the previous month. Total HPH assets on 2/28/21 equals \$6,723,681.22. Ms. Siegel informed the board that third party billing revenue was down for the month due to billing staff vacations and helping in vaccine clinics. The billing revenue expected in February has already been received in the first week of March. There were a few larger expenditures this month with HPH paying the annual insurance invoice to MCIT and a large severance payment for a long-term employee.

Motion by Bob Kopitzke, second by Dave Salberg to approve the February 2021 Asset Listing Summary Report. Motion carried unanimously via roll call vote.

#### ***Resolution 21-06 accepting February 2021 Hospice donations:***

Ms. Siegel presented Resolution 21-06 accepting February 2021 Hospice donations.

### **RESOLUTION 21-06**

**BE IT RESOLVED**, that the Horizon Community Health Board hereby accepts the February 2021 donations to Hospice of Douglas County in the amount of \$2,289.50.

Dated this 8<sup>th</sup> day of February, 2021.

### **HORIZON COMMUNITY HEALTH BOARD ALEXANDRIA, MN**

Motion by Charlie Meyer, second by Dennis Thompson to approve Resolution 21-06 accepting \$2,289.50 for February 2021 donations to Hospice of Douglas County. Motion carried unanimously via roll call vote.

#### ***Electronic Wire Funds Transfer February 8, 2021 in the amount of \$200,000:***

Ms. Siegel presented an Electronic Wire Funds transfer that was completed on February 8, 2021 to move \$200,000 from the HPH money market account to the HPH checking account.

Motion by Jeanne Ennen, second by Dwight Walvatne to accept the Electronic Wire Funds Transfer in the amount of \$200,000 made February 8, 2021. Motion carried unanimously via roll call vote.

#### **Administrator Report: Ann Stehn**

Legislative Update: lots of conversation regarding COVID-19 and local public health funding. One legislative proposal on the docket that would provide evidence based home visiting to all families in MN. There are also proposed changes in Family Home Visiting funding indicating that 75% of the grants funded must be used in an evidence based home visiting program. There is also work on expanding medical assistance coverage to children with asthma for home visits and to reduce ER visits and missing school. Department of Human Services is looking at different considerations to the Child & Teen Checkup Outreach program and are proposing to use accountable care organizations to do the C&TC outreach work. DHS has created a group to work with local public health to look at best practices in C&TC Outreach across the country. This has been a challenge and HPH will continue to monitor the possible changes.

Annual Report (agency and PM/QI status): HPH annual report has not been started due to the COVID-19 response work. This is not the required reporting to MDH. The annual report provides a summary of information from the previous year

and is presented to the board and the community each year. The report will be delayed this year due to the fact that staff working on these reports are working full time in the vaccination response at this time.

**Adjourn:** With no further business, the meeting was adjourned at 10:32 a.m. by Commissioner Larry Lindor. The next meeting is scheduled for Monday, April 12th, 2021 at 9:00 a.m.

**Roll Call Vote Summary:**

Board Member	Agenda 3/8/21	Board Minutes 2/8/21	Accept Jodie Gange Resignation	Hire On-Call Hospice Nurse	Person. Committee Recomm.	Permission to Hire Temp Staff	Approve Feb Warrants
Heather Larson	ABSENT	ABSENT	YES	YES	YES	YES	YES
Charlie Meyer	YES	YES	YES	YES	YES	YES	YES
Jerry Rapp	YES	YES	YES	YES	YES	YES	YES
Doyle Sperr	YES	YES	YES	YES	YES	YES	YES
Dwight Walvatne	YES	YES	YES	YES	YES	YES	YES
Gordy Wagner	YES	YES	YES	YES	YES	YES	YES
Jeanne Ennen	YES	YES	YES	YES	YES	YES	YES
Bob Kopitzke	YES	YES	YES	YES	YES	YES	YES
Todd Johnson	ABSENT	ABSENT	YES	YES	YES	YES	YES
Dave Salberg	YES	YES	YES	YES	YES	YES	YES
Dennis Thompson	YES	YES	YES	YES	YES	YES	YES
Deb Hengel	YES	YES	YES	YES	YES	YES	YES
Larry Lindor	YES	YES	YES	YES	YES	YES	YES
<b>Vote Result</b>	YAY - 11 ABSENT - 2 NAY - 0	YAY - 11 ABSENT - 2 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0

Board Member	YTD Asset Summary	Resolution 21-06 HPH Donation	Electronic Wire Transfer
Heather Larson	YES	YES	YES
Charlie Meyer	YES	YES	YES
Jerry Rapp	YES	YES	YES
Doyle Sperr	YES	YES	YES
Dwight Walvatne	YES	YES	YES
Gordy Wagner	YES	YES	YES
Jeanne Ennen	YES	YES	YES
Bob Kopitzke	YES	YES	YES
Todd Johnson	YES	YES	YES
Dave Salberg	YES	YES	YES
Dennis Thompson	YES	YES	YES
Deb Hengel	YES	YES	YES
Larry Lindor	YES	YES	YES
<b>Vote Result</b>	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0	YAY - 13 ABSENT - 0 NAY - 0

The foregoing record is a true and accurate recording of the official actions and recommendations of the Horizon Community Health Board and as such constitutes the official minutes thereof.

13 YEAS and 0 NAYS

Larry Linder  
Chairman, Horizon Community Health Board

4-12-2021  
Date

Attest: Ann Ester