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**HORIZON COMMUNITY HEALTH BOARD  
Douglas County Public Works  
526 Willow Drive, Alexandria, MN 56308**



**Monday, August 9, 2021  
9:00 a.m. – 10:45 a.m.  
AGENDA**

- 9:00 a.m. Call to Order: Chair Lindor
- 9:05 a.m. Approve agenda: action item  
Approve minutes of July 12, 2021 Horizon CHB meeting: action item
- 9:10 a.m. COVID-19 Update: Kelsey Peterson, Supervisor
- 9:20 a.m. 2019 Reportable Diseases: Kelsey Peterson, Supervisor
- 9:30 a.m. Data Practices Policy for Data Subject and Data Practices Policy for the Public, Betsy Hills, Assistant Administrator: action item
- 9:40 a.m. Employee Appreciation Resolution and Policy: action item
- 9:50 a.m. HPH Organizational Chart: action item
- 9:55 a.m. 2020 Annual Report Part 2: Ann Stehn
- 10:15 a.m. Personnel:
  - Amanda Schueler, Accreditation Coordinator/CHS, July 19, 2021
  - Update on Case Manager/Assessor Position
  - Request to fill Family Health Nurse position based in Glenwood: action item
  - Connie Amundson, Hospice Nurse retirement effective November 3, 2021: action item
  - Request to fill full time Hospice Nurse position: action item
- 10:20 a.m. Financial Issues
  - Approve payment of warrants July 2021: action item
  - Review YTD Asset Summary Listing: Treasurer Ennen: action item
  - Resolution 21-13 accepting July 2021 donations: action item
  - Electronic Wire Funds Transfer July 15, 2021 in amount of \$550,000: action item
  - Tentative: Furniture Quotes, Douglas and Glenwood Offices: action item

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211 E Minnesota Avenue Suite 100  
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**Traverse County**  
202 8th Street N, PO Box 23  
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10:40 a.m. Administrator Report: Ann Stehn

10:45 a.m. Adjourn; Next meeting Monday, September 13, 2021

## **2021 Officers and Committees**

**2021 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, Stevens County

**Personnel Committee: Meet as needed**  
Bob Kopitzke, Stevens County  
Charlie Meyer, Douglas County  
Dave Salberg, Traverse County

**Finance Committee: Before July CHB**  
Jeanne Ennen, Stevens County, Treasurer  
Todd Johnson, Traverse County  
Dwight Walvatne, Grant County

**Hospice Committee: October 11, 2021 (all follow CHB morning meeting)**

Heather Larson and Jerry Rapp, Douglas County  
Kelly Helmbrecht, Douglas County Hospital

**PM Council: August 4, November 3 at 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: 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