



809 Elm Street Suite 1200
Alexandria, MN 56308
320.763.6018 | 800.450.4177
320.763.4127 fax
horizonpublichealth.org

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



**Monday, October 11, 2021
9:00 a.m. – 10:30 a.m.
AGENDA**

- 9:00 a.m. Call to Order: Chair Lindor
- 9:01 a.m. Approve agenda: action item
Approve minutes of September 13, 2021 Horizon CHB meeting: action item
- 9:05 a.m. COVID-19 Update: Kelsey Peterson, Supervisor
- 9:25 a.m. Prime Health 2022 Horizon Contributions and
PEIP Contributions for AFSCME/MNA represented staff for 2022, Greta Siegel:
action item
- 9:30 a.m. Non-represented staff 2022 COLA, Ann Stehn: action item
- 9:35 a.m. Procurement Policy, Procedures & Contract Administration Guidelines, Greta
Siegel: action item
- 9:45 a.m. 2022 Community Health Board Meeting Dates, Ann Stehn: action item
- 9:50 a.m. MDH Youth E-cigarette Prevention and Cessation Community Grant, Ann
Stehn: action item
- 9:55 a.m. BakerTilly Engagement Letter, Ann Stehn: action item
- 10:05 a.m. Personnel:
 - Kim Roering, Account Technician, September 20, 2021
 - Shannon Zarbock, Program Support Specialist, TBD
 - Permission to fill Account Technician: action item
 - Danielle Adamietz, RN, Case Manager, Glenwood Office, October 18, 2021
- 10:10 a.m. Financial Issues
 - Approve payment of warrants September 2021: action item
 - Review YTD Financial Report
 - Review YTD Asset Summary Listing: Treasurer Ennen: action item
 - Resolution 21-16 accepting September 2021 donations: action item

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809 Elm Street Suite 1200
Alexandria, MN 56308
320.763.6018
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Grant County
10 1st Street NW
Elbow Lake, MN 56531
218.685.8295
218.685.6714 fax

Pope County
211 E Minnesota Avenue Suite 100
Glenwood, MN 56334
320.634.7822
320.634.0159 fax

Stevens County
10 E Hwy 28
Morris, MN 56267
320.208.6670
320.589.7433 fax

Traverse County
202 8th Street N, PO Box 23
Wheaton, MN 56296
320.208.6670
320.563.0104 fax

- 10:25 a.m. Administrator Report: Ann Stehn
 o Construction/furniture update
- 10:30 a.m. Adjourn; Next meeting Monday, November 8, 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: Meet as needed** 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: 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: Jan. 7 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