

## **Supporting Hands Nurse Family Partnership Joint Powers Board May 7, 2018 Meeting Minutes**

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

Joe Berning, Big Stone County  
David Lieser, Chippewa County  
Jim Stratton, Douglas County  
Steve Ahmann, Kandiyohi County  
Mic VanDeVere, Lincoln County  
Rick Anderson, Lyon County  
Ron Shimanski, McLeod County  
Beth Oberg, Meeker County  
Chris Hollingsworth, Pipestone County  
Larry Kittelson, Pope County  
John Stahl, Renville County  
Jim Salfer, Redwood County  
Bob Kopitzke, Stevens County  
Peter Peterson, Swift County  
Todd Johnson, Traverse County  
John Berends, Yellow Medicine County

**Staff Present:** Joel Flaten, Katie Jensen, Lacey Severson, Jennifer Hauser, Chery Johnson, Liz Auch, Jill Bruns, Kristin Deacon, Diane Winter

Chair Stahl called the meeting to order at 9:30 am.

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

**Approval of February 5, 2018 Minutes:** Motion by Ahmann to approve the minutes as written, second by Stratton. Motion carried.

**Review Finance Committee Minutes from April 2, 2018:** Flaten provided an overview.

### **Management Team Report:**

**Caseloads**—Total enrolled increased to 219 and the total enrolled at 999. Clients continue to graduate from the program allowing for acceptance of new referrals. The newest nurse, Solveig, has a caseload of 17 which is on track to meet a full caseload. Thus far in 2018, experienced an increase in referrals in Big Stone, Lincoln and Murray counties. SHNFP has the higher average caseload than the state and also exceeds the national average.

**Staff Updates**—all SHNFP staff as well as county staff and health care partners attended lactation training April 16-10, 39 participants total. Very timely training opportunity as breastfeeding initiation and rates of breastfeeding at 6 months and 1 year are Healthy People 2020 goals as well as SHNFP goals. Outreach workers are in the community, they will be invited to a future JPB meeting.

**2019 Projected Budget**—calculated with the county contributions remaining the same at \$616,631 and projecting health plan fees conservatively. The EBHV grant ends September 2019, the state is saying it will address but nothing definite is known. Very difficult to budget not knowing the future status of the funding.

**2020 Projected Budget**—worse case scenario. NFP state grant ends December 2020. By building up reserves in 2019, will be able to weather 2020 projections.

**Approve 2019 County Allocation**—the Finance Committee presented 2 options:

- Continue to contribute the current county contribution amount and give back one-time money to the PH organizations if the fund balance allows it.
- Reduce the county contribution by \$100,000 for 2019.

After considerable discussion, motion by Johnson to reduce the county contribution amount by \$50,000, second by Berning. Motion carried.

**Approve Client Focus Group Sessions and Stipends for Client Participation of \$50.00 per meeting, mileage reimbursement and food**—SHNFP, in an effort to include client participation in decision making, is planning to conduct focus groups with 12-15 clients. MDH has offered facilitation assistance. Motion by Oberg to approve focus group sessions, client stipend of \$50.00/meeting, mileage reimbursement and food not to exceed \$1,500.00, second by Anderson. Motion carried.

## **Financial Issues:**

**Authorize Payment of Bills**--motion by Berning to authorize the payment of bills January 1, 2018 through March 31, 2018, second by VanDeVere. Motion carried.

**Motion to Approve Mothers and Babies Training Oct. 3-4 at a cost of \$6,100.00**—motion to approve by Lieser, second by Berning. Motion carried.

**Financial Report**—total revenue of \$471,784.81 and total expenses of \$385,597.91 resulting in a net of \$86,186.90.

**Cash Position**—\$523,000 in reserves year to date.

**Accept \$5,000 Grant from St. Paul Foundation, \$500 Grant from West Central Initiative and \$250 Donation from Northside Medical Center**—motion to accept by Berning, second by Anderson. Motion carried.

**Other Issues to come before the Board**—none identified.

Next Meeting: Monday, August 6, 2018 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 Chair Stahl.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP