

**MINUTES OF THE PROCEEDINGS  
OF THE BELTRAMI COUNTY COMMUNITY HEALTH BOARD  
April 16, 2024**

The Beltrami County Community Health Board met in regular session on April 16, 2024, at the County Board Room, County Administration Building, Bemidji, Minnesota.

**CALL TO ORDER**

Chair John Carlson, called the meeting to order at 2:00 p.m. Board Members Craig Gaasvig, Joe Gould, Tim Sumner, and Richard Anderson were present.

**GENERAL COMMENTS - BOARD CHAIR**

None.

**APPROVAL OF AGENDA**

No additions or corrections were made to the agenda.

**GENERAL BUSINESS**

Approved Agenda and Amendments

A motion to approve the Agenda with no Amendments was made by Board Member Anderson, seconded by Board Member Gould, and unanimously carried.

Approved Minutes

A motion was made by Board Member Gould, and seconded by Board Member Gaasvig, to approve the January 16, 2024 Community Health Board Minutes. Unanimously carried.

**REGULAR AGENDA**

New Funding Sources

A) MDH Allocation of Response Sustainability Grant

The Community Health Board was awarded \$109,022.99 in annual base funding to support emergency preparedness because of the 2023 legislative session. Requirements of the Grant include:

1. Each CHB must have at least 0.5 FTE assigned to public health emergency preparedness (including assistance to Emergency Management Director, Chris Muller).
2. CHBs will train staff on Public Health Emergency Preparedness topics.
3. CHBs will expand use of technology platforms to support public health emergency preparedness, response, and recovery.

4. CHBs will develop, review, and/or revise at least one memorandum of understanding (MOU), memorandum of agreement (MOA), or mutual aid agreement with response partner(s).
5. CHS Administrator submitted RSG budget and project plans and was approved by MDH.

The position funded by this this annual grant will work in collaboration with Public Health and Emergency Management.

#### B) MDH Allocation of Foundational Public Health Responsibilities

Beltrami County CHB was \$220,548 in annual base funding to support the Foundational Public Health Responsibilities because of the 2023 legislative session. The CHB is required to:

1. Use funding to collect data to guide planning and decision-making to support our 2024-2025 CHA/CHIP work. This will support up to a 0.5 FTE and paid internships.
2. Inform partners and community members about Minnesota's FPHR.
3. Develop and maintain written training materials on health equity and provide training to staff.
4. Establish a budgeting, auditing, billing, and financial revenue accounts. CHB plans to dedicate a 1.0 FTE to a Public Health Account Tech.

#### C) Overall 2024-2025 Funding Plan

The CHB continues to seek opportunities to collaborate and partner with community agencies/organizations. In addition, filling gaps, addressing health disparities resulting from social determinants of health, and making our services mobile, we have increased our third-party billing while improving the historical programs and services we provide.

The CHB has judicially evaluated Public Health Programs that can strengthen and support the work of our current staff, assessed our ability to improve the health of Beltrami County residents, and reviewed the requirements of our new funding sources.

The CHB Director recommends using the new base funding to support the addition of a 1.0 FTE nursing position. The Board Members are in support of bringing this position request to the County Board.

Opioid Remediation Education and Uses

The Minnesota Opioids State-Subdivision and Memorandum of Agreement included a list of opioid remediation uses. Per a request of the commissioners, the CHS administrator is providing education to better understand the allowable use of funding. The priority areas addressed in this presentation will include Treatment, Prevention, and other strategies.

Community Health Assessment (CHA/CHIP)

The CHB needs to complete a CHA in order to produce a robust CHIP in 2025. At the first County Work Group meeting, historical education, education related to the process, and guidance on where we are headed was discussed.

Next steps include reviewing existing data and comparing it to social determinants of health, inviting our community partners and subject matter experts to share where they see gaps, and finally identify potential health priorities with measurable objectives focused on health disparities experienced in our county. A complete checklist is included in this process and will be updated annually.

Commissioners' Comments and Agenda Additions

Commissioner Sumner commented on the good work being done by the Community Health Board.

No additional agenda items were suggested.

Next regular meeting of the Community Health Board will be July 16 2024, in the Board Room of the County Administration Building.

**MEETING ADJOURNMENT**

The Community Health Board meeting was adjourned at 2:56 p.m. by Chair, John Carlson.

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John Carlson, Chair

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Amy Bowles, Community Health System Administrator