



Public Health
Prevent. Promote. Protect.

Le Sueur-Waseca Community Health Board

299 Johnson Avenue SW, Suite 160 • Waseca, MN 56093 • 507-835-0685 • Fax:507-835-0687

MINUTES
Tuesday, April 7, 2020
1:30 P.M.
Virtual meeting via ZOOM

Members present: Lance Wetzel, John King, Dave Gliszinski, Steve Rohlring, Danny O’Keefe, DeAnne Malterer, Blair Nelson, Doug Christopherson, Brad Krause, and Brian Harguth
Others present: Sarah Berry, Cindy Shaughnessy, Andrew Nicolin, Nick Madsen, Kim Shermo, and Sam Holicky

1. **Call to Order** at 1:35pm by Commissioner DeAnne Malterer
 - a. Review/Approval of Agenda.
 - i. Motion to approve agenda by Dave Gliszinski; second by Lance Wetzel. Roll call vote. Motion carried unanimously.
 - b. Review/Approval of February 4, 2020 minutes
 - i. Motion to approve by John King; second by Blair Nelson. Roll call vote. Motion carried unanimously.
 - c. Review of recent items signed by Board Agent: Sarah shared via attachment the letter she sent to MDH on February 18, 2020. This “concurrence letter” certified that the CHB concurs with the general approach to public health emergency preparedness as outlined by MDH.
2. **Assisted Living Licensure Changes 2021-** Kim Shermo and Andrew Nicolin
Local delegated agencies will no longer be inspecting and licensing the food portion for Assisted Living Facilities effective August 1, 2021. The current licensing period runs from June 1 through May 31 so there will be a two-month licensing gap from the time the CHB license ends and the new agency takes over. Kim and Andrew shared an attached spreadsheet outlining the Le Sueur and Waseca assisted living facilities full and half fee amounts. Discussion followed related to how the CHB wanted to handle the fees for the interim, gap period.

Motion by Steve Rohlring and second by Doug Christopherson to extend the license period for two months (June and July 2021) to cover the gap. Roll call vote. Motion carried unanimously.
3. **COVID-19 Funding and other updates** – Sarah Berry
Sarah shared the attachment “COVID-19 Response Grant Award Cover Sheet” which details the funding for the CHB’s response to COVID-19. The CHB received \$104,214.00, which will be split in half with each county receiving \$52,107. These funds can be used for staff time and for any essential needs requests that need to be filled. Both counties have a continuous time study system and are actively tracking any staff spent on the response.

4. **Other**

Establishment License Fee Renewal letter

The Le Sueur – Waseca CHB licensing period runs from June 1 through May 31 annually. Normally license renewal letters are mailed out in the next couple of weeks. Discussion regarding how the CHB wanted to handle this since many establishments are closed or are doing minimal take out / delivery during the COVID-19 pandemic.

Motion by Dave Gliszinski and second by Brad O’Keefe to send letters to establishments saying that the late “penalty fee” would be waived for 3 months and we would be reassessing in the coming months. Discussion followed and the motion was rescinded.

Motion by Steve Rohlfing and second by both Dave Gliszinski and Blair Nelson to extend the current license period for 3 months (one quarter) through August 31, 2020 and will consider prorating the license fee moving forward. The letter to establishments announcing the license extension should include an input request regarding how establishments have been impacted by COVID-19. Roll call vote. Motion carried unanimously with John King absent from this roll call.

Motion to adjourn made at 2:21pm by Blair Nelson; second by Brian Harguth. Motion carried.

Respectfully submitted by Cindy Shaughnessy for John King, Secretary.

Next Meeting: July 7, 2020