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HORIZON COMMUNITY HEALTH BOARD
Douglas County Public Works
526 Willow Drive, Alexandria, MN 56308
Monday, May 12, 2025
9:00 a.m. – 10:30 a.m.

AGENDA

- 9:00 a.m. Call to Order: Chair Kopitzke
- 9:03 a.m. Approve agenda: [action item](#)
Approve minutes of April 14, 2025, Horizon CHB meeting: [action item](#)
- 9:05 a.m. Hospice of Douglas County Annual Report: Joyce Iverson, Supervisor
Horizon Financial Annual Report: Greta Siegel, Assistant Administrator
- 9:40 a.m. Policy Updates:
Client Documentation Policy, Betsy Hills: [action item](#)
Telemedicine and Telephonic Telemedicine Policy, Betsy Hills: [action item](#)
HPH Record Retention and Destruction Policy, Betsy Hills: [action item](#)
HPH Credit Card Policy Revision, Greta Siegel: [action item](#)
- 9:50 a.m. Discontinuation of MnCHOICES Agreement Between Douglas County Social Services and Horizon Public Health. Ann Stehn: [action item](#)
- 9:55 a.m. Personnel:
 - Kyra Kjeldahl, Health Educator resignation, June 13, 2025
 - Request to hire full-time Health Educator: [action item](#)
 - Request to hire full-time Health Educator for CTC Grant: [action item](#)
- 10:00 a.m. Financial Issues
 - Approve payment of warrants April 2025: [action item](#)
 - Review YTD Asset Summary Listing, Treasurer: [action item](#)
 - Resolution 25-09 accepting April 2025 donations: [action item](#)
- 10:10 a.m. Administrator Report: Ann Stehn
 - Legislative Update
 - Grant Update
- 10:25 a.m. County Reports/Updates
- 10:30 a.m. Adjourn; Next meeting Monday, June 9, 2025

2025 Officers, Committees, Appointments

2025 Officers: Chairperson - Bob Kopitzke, Stevens County
Vice Chairperson - Charlie Meyer, Douglas County
Treasurer- Jeanne Ennen, Stevens County

Executive Committee: **May 12, 2025 following CHB meeting and as needed**
Bob Kopitzke, Stevens County
Charlie Meyer, Douglas County
Jeanne Ennen, Stevens County

Personnel Committee: **June 5, 2025 at 9 and September 3, 2025 at 9**
Bob Kopitzke, Stevens County
Charlie Meyer, Douglas County
Larry Lindor, Pope County

Finance Committee: **Wednesday, June 4, 2025, 8-9:30 a.m. via Teams**
Wednesday, September 3, 2025, 8-9:30 a.m. via Teams
Wednesday, December 3, 2025, 8-9:30 a.m. via Teams

Jeanne Ennen, Stevens County, Treasurer
Dwight Walvatne, Grant County
Gordy Wagner, Pope County

Hospice Committee: **TBD as needed**
Jerry Rapp and Shane Schmidt, Douglas County

Performance Management Council: **Wednesday, May 7, 2025, 9-10:30 a.m. DCSS CR 4**
Wednesday, August 6, 2025, 9-10:30 a.m. DCSS CR 4
Wednesday, November 5, 2025, 9-10:30 a.m. DCSS CR 4

Marcia Schroeder, Stevens County Community Member
Bob Kopitzke, Stevens County
Dwight Nelson, Traverse County
Doyle Sperr, Grant County
Dennis Thompson, Douglas County Community Member

Environmental Health Advisory Cmte: **Friday, May 2, 2025, 9-10:00 a.m. DCSS CR 1**
Friday, August 8, 2025, 9-10:00 a.m. Pope Cty Courthouse
Friday, December 5, 2025, 9-10:00 a.m. DCSS CR 1

Jerry Rapp and Jeff Way, Douglas County Commissioners
Gordy Wagner and Larry Lindor, Pope County Commissioners

Ethics Committee: **April and October or TBD based on ethical consult requests**
Jeanne Ennen, Stevens County

State Community Services Health Advisory Committee (SCHSAC): Delegate: Gordy Wagner, Pope County
Alternate: Ann Stehn, Administrator

Prime Health Trustee: Delegate: Larry Lindor, Pope County; Alternate: Bob Koptizke, Stevens County