



Kanabec County Board of Commissioners

Regular Meeting Agenda

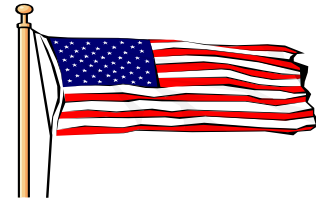
The Meeting of July 5, 2022

- Due to COVID-19 safety protocol, this meeting will be in-person and via WebEx (video/phone conference)
- The public may join the meeting via WebEx or in-person at the meeting room.
- If attending the meeting in-person, the total number of persons (including commissioners) will be limited and social distancing/safety protocol may be in effect.

To be held via WebEx telephone call or video meeting:

Telephone call-in number for public access: 1-408-418-9388

Access Code: 2498 122 0729



Video Meeting link:

<https://kanabeccounty.webex.com/kanabeccounty/j.php?MTID=m9cb80a1697f2bbd8542955fb42f4317d>

Meeting number: 2498 122 0729

Password: 2jPN8BAKu2P (25768225 from video systems)

To be held at: **Kanabec County Courthouse**
Boardroom #161
18 North Vine Street
Mora, MN 55051

Please use the Maple Ave entrance and parking lot.

Scheduled Appointments: **Times are approximate and time allotted to each subject will vary. Appointment times may be changed at the discretion of the board.**

The audience is invited to join the board in pledging allegiance:

*I pledge allegiance to the flag
of the United States of America,
and to the Republic for which it stands:
one nation under God, indivisible
with Liberty and Justice for all*

- 9:00am a. Call to Order
 b. Pledge of Allegiance
 c. Agenda approval
- 9:05am Recess county board to a time immediately following the CHB.
 Community Health Board
- 9:40am Ty Hougum, East Central Energy Vice President / CIO– Broadband Project
 a. Request for Funding for Broadband Project
 b. Applicant Affidavit or Local Government Resolution as Requested by the
 State of MN
- 9:55am Kim Christenson, HR Specialist – Results from Evaluation of EDA Director Job
 Description
- 10:00am Chad Gramentz, Public Works

10:30am Public Comment

Telephone call-in number for public access: 1-408-418-9388

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[Other business to be conducted as time is available:](#)

1. Minutes
2. Paid Bills
3. Regular Bills
 - a. Revenue Fund
 - b. Road & Bridge
4. Gambling Request – Ann Lake Watershed Alliance
5. Staff Appreciation Lunch
6. Future Agenda Items
7. Discuss any other matters that may come before the County Board

ADJOURN

Kanabec County Community Health Board
AGENDA
Tuesday, July 5, 2022
9:05 a.m.

1. Call meeting to order
2. Agenda Approval page 1
3. Director's Report page 2
 - Staffing – HC RN; Case Management RN; Case Aide; HHA
 - Coronavirus Update/Response Activities
 - Audits/Site Visit/Program Management Visits
 - Grants
 - Community Health Assessment and Community Health Improvement Plan
 - See attached East Central Counties Health Survey page 3-11
4. Masking Policy
 - Action requested
 - See attached: Temporary Public Health Masking Policy; OSHA Temporary Standard; Mandatory Vaccine CMS; Work Restrictions; PPE and Source Control Grids page 12-26
5. Financial Reports
 - see attached
 - Trial Balance page 27-28
 - 2022 Financial Report page 29
6. Abstract Approval
 - Action Requested
 - See attached Abstract and Vendor List page 30-37
7. Other Business
8. Adjourn

Kanabec County Community Health/Timber Trails
Director's Report
July 2022

Staffing: Home Care RN, Case Management RN, Case Aide, HHA

- Home Care, Full-time PHN/RN – Becky Felland is retiring after nearly 15 years of providing Home Care. We have advertised to fill this full-time position.
- Case Management, Part-time RN – Mickey Kringstad has accepted a position that allows her to do the same job she is doing now full-time but she is able to fully telecommute. She has worked with Kanabec County for nearly 7 years. We have advertised to fill this part-time position she will be vacating.
- Case Aide, Full-time – We have received a resignation from a case aide who had also been with us for over 7 years. She was looking for work closer to where she now lives (Sturgeon Lake area). We have advertised this position for part-time instead of full-time.
- HHA – we continue to accept applications for part-time intermittent positions.

Coronavirus information and response activities:

Vaccinations have been approved (Emergency Use Authorization) for children as young as 6 months. A planning call was held between KCCH and Welia Health on July 17th regarding vaccinations for children. We do not anticipated demand being very high in Kanabec County and therefore we will not be holding any large community clinics. Vaccinations can be scheduled at Welia Health for all ages and scheduled for ages 5 and up with Kanabec County Community Health. If demand picks up or either entity is overburdened with requests, we will revisit the need for a larger scale community clinic.

As the State continues to move the COVID response into more of an endemic vs. pandemic, there will be changes to how data will be reported. The last day of the current situation report will be on June 30th for information through the 29th. The report will then be updated weekly, on Thursdays.

- Situational Update web pages will be modified to:
 - Consolidate multiple reporting formats, sources, and locations
 - Improve data access by providing multiple views of data
 - Use same visual standards for case, hospitalization and mortality
 - Focus more on trends and current situation, less on historical perspective of specific numbers
- Pivot from individual case counting and follow-up to a sustainable surveillance model similar to what is used for other diseases.
 - Focus on high-risk settings, cases with sever outcomes, and changes in disease patterns with new variants
 - More time and resources will be spent on following trends and more in-depth analyses to inform decision making

Kanabec County Community Health will most likely stop providing the current dashboard on its website and will either link to State information or update dashboard to be more in alignment with what the State is providing if we feel it would be helpful to the community.

Kanabec County Community Health will suspend Case Investigation and Contact Tracing locally. Cases will still be monitored for identification of outbreaks and follow-up provided if necessary. Community members in isolation or quarantine can still contact our department with any questions or concerns. Messaging will go out to the community regarding these changes.

Audits/Site Visit/Program Management Visits

- SCHA completed their audit of the waiver programs. We did have a few areas that fell below the desired outcomes and we will need to put an improvement plan in place. The areas that need improvement involve documentation. There were no concerns in the provision of services. We anticipate receiving the full audit report within the next week or so. We have 14 days to send in any additional documentation. An improvement plan will be submitted for any remaining areas that fall below the desired outcome.
- CMCOA conducted a site visit on June 30th. No issues were found.
- MN Department of Health/WIC staff will conduct a Management Evaluation at the end of July. They will observe staff, review accounting and reporting processes. An exit interview is planned for August 9.

Grants:

In May the Board approved applying for several grants to maintain current programing.

- The Evidence-Based Home Visiting Grant was submitted prior to the June 13 deadline.
- The Statewide Health Improvement Partnership Grant is due on August 31 and we are in the process of working on this in partnership with Isanti, Mille Lacs and Pine counties.
- The Central MN Council on Aging grant RFP was just released and that application is due on August 2nd.

Community Health Assessment and Community Health Improvement Plan:

- The survey was sent out on May 20th to 1,600 households each in Kanabec, Mille Lacs, and Pine County. The survey and its analysis is being paid for through SHIP funds and through COVID funds provided to each county. We hope to have a good response and good information to compare with surveys from previous years.
 - Survey attached for reference

2022 Minnesota East Central Regional Community Health Survey

SURVEY INSTRUCTIONS



Correct marks



Incorrect marks

- Please use #2 pencil or blue or black pen to complete this survey.
- Do not use red pencil or ink.
- Do not use X's or check marks to indicate your responses.
- Fill response ovals completely with heavy, dark marks.

Please give this survey to the adult (age 18 or over) in the household who has most recently had a birthday.

1. In general, would you say that your health is:

- ☐ Excellent ☐ Very good ☐ Good ☐ Fair ☐ Poor

2. Have you ever been told by a doctor or other health care professional that you had any of the following health conditions?

Have you <u>ever</u> been told by a doctor or other health care professional that you had any of the following health conditions?	No	Yes	Yes, but only during pregnancy
a. Diabetes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Pre-diabetes or elevated blood sugar	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. High blood pressure/hypertension	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Pre-hypertension	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. High blood cholesterol	<input type="radio"/>	<input type="radio"/>	
f. High triglycerides	<input type="radio"/>	<input type="radio"/>	
g. Heart trouble or angina (<i>Examples are atrial fibrillation, irregular heartbeat, myocardial infarction or heart attack</i>)	<input type="radio"/>	<input type="radio"/>	
h. Stroke or stroke-related health issues	<input type="radio"/>	<input type="radio"/>	
i. Overweight	<input type="radio"/>	<input type="radio"/>	
j. Obesity	<input type="radio"/>	<input type="radio"/>	
k. Cancer	<input type="radio"/>	<input type="radio"/>	
l. Asthma	<input type="radio"/>	<input type="radio"/>	
m. Chronic lung disease (including COPD, chronic bronchitis or emphysema)	<input type="radio"/>	<input type="radio"/>	
n. Arthritis	<input type="radio"/>	<input type="radio"/>	
o. Depression	<input type="radio"/>	<input type="radio"/>	
p. Anxiety or panic attacks	<input type="radio"/>	<input type="radio"/>	
q. Other mental health issues (<i>Examples are autism, Asperger's syndrome, dementia or bi-polar disorder</i>)	<input type="radio"/>	<input type="radio"/>	

3. When was the last time you had...

When was the last time you had...	Within the past year	Within the past 2 years	Within the past 5 years	Five or more years ago	Never
a. ... a flu shot?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. ... a dental exam or your teeth cleaned?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. ... a hearing test?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. ... an eye exam?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. ... your blood pressure checked?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. ... your blood cholesterol checked?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. ... your blood sugar checked?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. ... visited a doctor or other health care professional for a routine check-up?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

DO NOT WRITE IN THIS BOX

[illegible]

4. During the past 12 months, have you seen a doctor, nurse, or other health professional about your own health?

☐ Yes ☐ No ► IF NO, GO TO QUESTION 6

5. Did the doctor, nurse, or other health professional discuss with you or ask you about your:

(Mark ALL that apply)

- ☐ Physical activity
- ☐ Diet or nutrition
- ☐ Weight
- ☐ Smoking or other tobacco use
- ☐ Stress
- ☐ Mental health concerns

6. During the past 12 months, was there a time when you thought you needed medical care but did not get it or delayed getting it?

☐ Yes ☐ No ► IF NO, GO TO QUESTION 8

7. Why did you not get or delay getting the medical care you thought you needed? (Mark ALL that apply)

- ☐ I could not get an appointment
- ☐ I did not think it was serious enough
- ☐ I was too nervous or afraid
- ☐ I had transportation problems
- ☐ My copay was too expensive
- ☐ My deductible was too expensive
- ☐ The care I needed cost too much
- ☐ I did not have insurance
- ☐ My insurance did not cover it
- ☐ I did not know where to go
- ☐ COVID-19
- ☐ Other reason _____

8. During the past 12 months, was there a time when you thought you needed dental care but did not get it or delayed getting it?

☐ Yes ☐ No ► IF NO, GO TO QUESTION 10

IF YES, GO TO QUESTION 9

9. Why did you not get or delay getting the dental care you thought you needed? (Mark ALL that apply)

- ☐ I could not get an appointment
- ☐ I did not think it was serious enough
- ☐ I was too nervous or afraid
- ☐ I had transportation problems
- ☐ My copay was too expensive
- ☐ My deductible was too expensive
- ☐ The care I needed cost too much
- ☐ I did not have insurance
- ☐ I could not find a dentist who would accept my insurance
- ☐ My insurance did not cover it
- ☐ I did not know where to go
- ☐ COVID-19
- ☐ Other reason _____

10. During the past 30 days, for about how many days have you felt sad, blue, or depressed?

Write the number in the boxes, then fill in the appropriate circle beneath each box.

0	0
1	1
2	2
3	3
	4
	5
	6
	7
	8
	9

Number of days

11. During the past 12 months, did you talk with or seek help from a health professional about mental health issues such as stress, depression, excessive worrying, troubling thoughts, or emotional issues?

☐ Yes ☐ No

12. During the past 12 months, was there a time when you wanted to talk with or seek help from a health professional about mental health issues, but did not go, or delayed talking with someone?

☐ Yes ☐ No ► IF NO, GO TO QUESTION 14

13. Why did you not get or delay getting the mental health care you thought you needed? (Mark ALL that apply)

- ☐ I could not get an appointment
- ☐ I did not think it was serious enough
- ☐ I was too nervous or afraid
- ☐ I was worried about what others might think
- ☐ I had transportation problems
- ☐ My copay was too expensive
- ☐ My deductible was too expensive
- ☐ The care I needed cost too much
- ☐ I did not have insurance
- ☐ My insurance did not cover it
- ☐ I did not know where to go
- ☐ COVID-19
- ☐ Other reason _____

14. Because of a mental or emotional health issue... (Please mark yes or no for each.)

	Yes	No
a. ...do you need the help of other people in handling routine needs, such as everyday household chores, doing necessary business, shopping, or getting around for other purposes?	<input type="radio"/>	<input type="radio"/>
b. ...do you have difficulty doing errands <u>alone</u> such as visiting a doctor's office or shopping?	<input type="radio"/>	<input type="radio"/>
c. ...do you have difficulty participating in social activities such as visiting friends, attending clubs and meetings or going to parties?	<input type="radio"/>	<input type="radio"/>
d. ...are you limited in the meeting OR amount of work you can do?	<input type="radio"/>	<input type="radio"/>

15. How often do you feel lonely or isolated from those around you?

☐ Always ☐ Often ☐ Sometimes ☐ Rarely ☐ Never

16. Do you currently have any of the following types of health insurance? (Please mark yes or no for each.)

	Yes	No
a. Health insurance or coverage through your employer or your spouse/partner, parent, or someone else's employer	<input type="radio"/>	<input type="radio"/>
b. Health insurance or coverage bought directly by yourself or your family (<u>not</u> through an employer)	<input type="radio"/>	<input type="radio"/>
c. Indian or Tribal Health Service	<input type="radio"/>	<input type="radio"/>
d. Medicare	<input type="radio"/>	<input type="radio"/>
e. Medicaid, Medical Assistance (MA), or Prepaid Medical Assistance Program (PMAP)	<input type="radio"/>	<input type="radio"/>
f. MinnesotaCare	<input type="radio"/>	<input type="radio"/>
g. Insurance through MNSure	<input type="radio"/>	<input type="radio"/>
h. CHAMPUS, TRICARE, or Veterans' benefits	<input type="radio"/>	<input type="radio"/>
i. Other health insurance or coverage (please specify): _____	<input type="radio"/>	<input type="radio"/>
j. NO health insurance coverage	<input type="radio"/>	<input type="radio"/>

17. A serving of fruit is one medium-sized piece of fruit or a half cup chopped, cut or canned fruit. How many servings of fruit did you have yesterday? (Do NOT include fruit juice.)

Servings

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

Write the number in the boxes, then fill in the appropriate circle beneath each box. ►

18. A serving of vegetables -not including french fries- is one cup of salad greens or a half cup of any other vegetables. How many servings of vegetables did you have yesterday?

Servings

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
8	8
9	9

19. How often did you drink the following beverages in the past week?

	Never or less than 1 time per week	1 time per week	2-4 times per week	5-6 times per week	1 time per day	2-3 times per day	4 or more times per day
a. Fruit drinks (such as Snapple, flavored teas, Capri Sun, and Kool-Aid)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Sports drinks (such as Gatorade or PowerAde); these drinks usually do not have caffeine	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Regular soda or pop (include all kinds such as Coke, Pepsi, 7-Up, Sprite, root beer)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Energy drinks (such as Rockstar, Red Bull, Monster, and Full Throttle); these drinks usually have caffeine	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Diet soda or pop (include all kinds)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

20. In an average week, how many times do you do the following?

0 times	1-2 times	3-4 times	5-6 times	7 or more
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- a. Eat out or order out a meal from a fast food place (McDonald's, KFC, Taco Bell, pizza places, etc.)
- b. Eat a meal out at a restaurant that is not a fast food place
- c. Purchase and eat food from a convenience store
- d. Purchase and eat food from a vending machine
- e. Watch television during meal time
- f. Eat a home-cooked meal

21. How often do you or others in your household buy or get food from the following places?

Never or less than one time per month	About one time per month	About two or three times per month	About one time per week	Two or more times per week
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

- a. Farmer's market, fruit/vegetable stand
- b. Local farm or CSA (community supported agriculture)
- c. Food grown at home or in a community garden
- d. Community Food Shelf
- e. SNAP (Supplemental Nutrition Assistance Program)
- f. PSNAP (Pandemic Supplemental Nutrition Assistance Program)
- g. Fare Share
- h. WIC
- i. Local grocery store
- j. Other

22. During the past 12 months, how often did you worry that your food would run out before you had money to buy more?

- ☐ Often ☐ Sometimes ☐ Rarely ☐ Never

23. How much do you agree or disagree with the following statement? There is a large selection of fresh fruits and vegetables where I usually shop.

- ☐ Strongly agree ☐ Agree ☐ Disagree ☐ Strongly disagree

24. During the past 30 days, other than your regular job, did you participate in any physical activity or exercise such as running, calisthenics, golf, gardening or walking for exercise?

- ☐ Yes ☐ No

25. During an average week, other than your regular job, how many days do you get at least 30 minutes of moderate physical activity? *Moderate activities cause only light sweating and a small increase in breathing or heart rate.*

- ☐ 0 days ☐ 2 days ☐ 4 days ☐ 6 days
☐ 1 day ☐ 3 days ☐ 5 days ☐ 7 days

26. During an average week, other than your regular job, how many days do you get at least 20 minutes of vigorous physical activity? *Vigorous activities cause heavy sweating and a large increase in breathing and heart rate.*

- ☐ 0 days ☐ 2 days ☐ 4 days ☐ 6 days
☐ 1 day ☐ 3 days ☐ 5 days ☐ 7 days

27. How much of a problem are the following factors for you in terms of preventing you from being more physically active?

	Not a problem	A small problem	A big problem
a. Lack of time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Lack of programs, leaders or facilities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Lack of support from family or friends	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. No one to exercise with	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. The cost of fitness programs, gym memberships or admission fees	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Public facilities (schools, sports fields, etc.) are not open or available at the times I want to use them	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Not having sidewalks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Traffic problems (excessive speed, too much traffic)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Long-term illness, injury or disability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. Fear of injury	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
k. Distance I have to travel to fitness, community center, parks or walking trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
l. No safe place to exercise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
m. The weather	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
n. I don't like to exercise	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
o. Lack of self-discipline or willpower	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
p. I don't know how to get started	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
q. Other reasons	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

28. Please indicate whether you use the following resources and facilities in your community.

	I use this	I do not use this	My community does not have this
a. Walking trails	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Bicycle paths, shared use paths or bike lanes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Public swimming pools or water parks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Public recreation centers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Parks, playgrounds, sports fields or ice rinks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Schools, colleges or universities that are open for public use for exercise or physical activity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. A shopping mall for physical activity or walking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Health club, fitness center, or gym (YMCA, Curves, Bally's, Snap, LA Fitness, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Nearby waterways, such as creeks, rivers, and lakes for water-related activities (canoeing, swimming, kayaking, etc.)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
j. Physical activity classes or activities through Community Education	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

29. Have you smoked at least 100 cigarettes in your entire life? (100 cigarettes = 5 packs)

- ☐ Yes ☐ No ► **GO TO QUESTION 34 ON THE NEXT PAGE**

30. Do you now smoke cigarettes every day, some days, or not at all?

- ☐ Every day ☐ Some days ☐ Not at all ► **GO TO QUESTION 33 ON THE NEXT PAGE**

31. During the past 12 months, have you stopped smoking for one day or longer because you were trying to quit?

- ☐ Yes ☐ No

32. If you have tried to quit smoking cigarettes, why hasn't it worked? (Mark ALL that apply.)

- | | |
|--|--|
| <input type="radio"/> I am not sure how to quit or where to go for help | <input type="radio"/> I don't want to quit |
| <input type="radio"/> Quit aids such as gum, lozenges, prescriptions, etc. are too expensive | <input type="radio"/> I haven't tried to quit ► GO TO QUESTION 34 |
| <input type="radio"/> I live with someone who also smokes and who doesn't want to quit | <input type="radio"/> Other reason _____ |

33. The last time you tried to quit smoking (or when you quit for good) did you use...	Yes	No
a. ... any nicotine replacement product, such as gum, a patch, a nasal spray, an inhaler or lozenges	<input type="radio"/>	<input type="radio"/>
b. ... a prescription medication like Zyban, Wellbutrin, or Chantix to help you quit smoking	<input type="radio"/>	<input type="radio"/>
c. ... a stop-smoking clinic or class	<input type="radio"/>	<input type="radio"/>
d. ... a quit-smoking telephone help line	<input type="radio"/>	<input type="radio"/>
e. ... an on-line or web-based counseling service	<input type="radio"/>	<input type="radio"/>
f. ... face-to-face counseling	<input type="radio"/>	<input type="radio"/>
g. ... some other program or service	<input type="radio"/>	<input type="radio"/>
h. ... e-cigarettes, vape pens, other electronic devices	<input type="radio"/>	<input type="radio"/>
i. ... I quit without any help from any of these	<input type="radio"/>	<input type="radio"/>

34. In general, how often do you...	Every day	Some days	Never
a. Smoke cigars, cigarillos, or little cigars?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Smoke pipes?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Use snuff, snus or chewing tobacco?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Use e-cigarettes, vape pens, other electronic devices?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Use any other type of tobacco product?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Use menthol flavored tobacco products?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Use flavored tobacco products that are <u>not</u> menthol?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Use nicotine pouches?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Use nicotine lozenges?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

35. During the past 30 days, have you had at least one drink of any alcoholic beverage such as beer, wine, a malt beverage, or liquor?

☐ Yes ☐ No ► IF NO, GO TO QUESTION 39

36. During the past 30 days, on how many days did you have at least one drink of any alcoholic beverage? →

		Days
0	0	
1	1	
2	2	
3	3	
4		
5		
6		
7		
8		
9		

37. During the past 30 days, on the days when you drank, about how many drinks did you drink on average?

(One drink is equivalent to a 12-oz. beer, a 5-oz. glass of wine, or a drink with one shot of liquor.)

- | | |
|--------------------------------|---|
| <input type="radio"/> 1 drink | <input type="radio"/> 6 drinks |
| <input type="radio"/> 2 drinks | <input type="radio"/> 7 drinks |
| <input type="radio"/> 3 drinks | <input type="radio"/> 8 drinks |
| <input type="radio"/> 4 drinks | <input type="radio"/> 9 drinks |
| <input type="radio"/> 5 drinks | <input type="radio"/> 10 drinks or more |

38. Considering all types of alcoholic beverages, how many times during the past 30 days did you have...?

FOR FEMALES:
4 or more drinks
on an occasion

		Times
0	0	
1	1	
2	2	
3	3	
4		
5		
6		
7		
8		
9		

FOR MALES:
5 or more drinks
on an occasion

		Times
0	0	
1	1	
2	2	
3	3	
4		
5		
6		
7		
8		
9		

39. Are you in a relationship where you are (or have ever been) physically hurt, threatened, or made to feel afraid?

☐ Yes ☐ No

40. Have you ever thought about purposely hurting or injuring yourself?

☐ Yes ☐ No

41. Have you ever purposely hurt or injured yourself?

☐ Yes ☐ No

42. Are you:

- ☐ Male ☐ Female ☐ Other/transgender

43. Your age group:

- ☐ 18-24 ☐ 35-44 ☐ 55-64 ☐ 75-84
☐ 25-34 ☐ 45-54 ☐ 65-74 ☐ 85+

44. Are you of Hispanic or Latino origin?

- ☐ Yes ☐ No

45. Which of the following best describes you?

(Mark ALL that apply)

- ☐ American Indian
☐ Asian or Pacific Islander
☐ Black or African American or African
☐ White
☐ Other _____

46. Including yourself, how many adults live in your household?

Number of Adults age 18 and older:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 or more

Number of children age 17 or under

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 or more

47. How tall are you without shoes?

Feet Inches

0	0
1	1
2	2
3	3
4	4
5	5
6	6
7	7
	8
	9
	10
	11

48. Approximately how much do you weigh?

Pounds

0	0	0
1	1	1
2	2	2
3	3	3
4	4	4
5	5	5
6	6	6
7	7	7
8	8	8
9	9	9

49. What is the highest level of education you have completed? (Please mark only ONE)

- ☐ Did not complete 8th grade
☐ Did not complete high school
☐ High school diploma/GED
☐ Trade/Vocational school
☐ Some college
☐ Associate degree
☐ Bachelor's degree
☐ Graduate/Professional degree

50. Household income per year:

- ☐ Less than \$20,000
☐ \$20,000 - \$34,999
☐ \$35,000 - \$49,999
☐ \$50,000 - \$74,999
☐ \$75,000 - \$99,999
☐ \$100,000 or more

51. Do you:

- ☐ Own your home ☐ Rent ☐ Other

52. Are you currently... (Mark ALL that apply)

- ☐ Employed
 If employed are you:
☐ Full-time ☐ Part-time ☐ Seasonal

GO TO QUESTION 53

- ☐ Self-employed or farmer
☐ Unemployed or out of work
☐ A homemaker or stay-at-home parent
☐ A student
☐ Retired
☐ Unable to work because of a disability

GO TO QUESTION 56

53. Does your employer have a worksite wellness program?

- ☐ Yes
☐ No ▶ GO TO QUESTION 56
☐ Not sure ▶ GO TO QUESTION 56
☐ I am retired ▶ GO TO QUESTION 56

54. If yes, do you participate?

- ☐ Yes
☐ No ▶ GO TO QUESTION 56

55. If yes, what are the reasons you participate in your employer's worksite wellness program?

- ☐ Participating reduces my health insurance premiums
☐ I am trying to stay healthy
☐ I am trying to become healthier
☐ I need help in dealing with a health issue
☐ My coworkers participate
☐ Other reason _____

56. What is the main way you usually get around for things like work, shopping, medical visits, etc.?

(Mark ONLY ONE)

- ☐ My own vehicle (car, truck, van, motorcycle)
☐ Get rides from family/friends
☐ Public transportation such as *Timber Trails, Tri-Cap or Arrowhead Transit*
☐ Carpool/vanpool
☐ Bicycle
☐ Walk
☐ I don't have regular transportation
☐ Other transportation method _____

57. Have you experienced any losses related to the COVID-19 pandemic? (Mark ALL that apply)

- ☐ None ☐ Child Care
☐ Job (layoff, furlough, hours reduction) ☐ Regular school routine
☐ Income ☐ Sense of wellness
☐ Housing ☐ Recreation or entertainment
☐ Social connectedness ☐ Exercise opportunities
☐ Social support ☐ Death of family member or friend
☐ Health Insurance ☐ Other: _____
☐ Transportation

58. In your opinion, how much of a problem is each of these issues in your community? Please answer based on your knowledge of community concerns, not on your personal situation.

No problem Minor problem Moderate problem Serious problem

Environment

a. Extreme weather (e.g., drought, floods, blizzards ,heat)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Indoor air pollution related to radon	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Unsafe drinking water	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Poor sidewalk conditions	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Lack of access to public space for no-cost recreational use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Lack of safe places to walk or bike	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Climate change	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Infectious Disease

a. Sexually transmitted disease, including chlamydia, syphilis, HIV/AIDS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Infectious disease (e.g., measles, whooping cough, flu, TB)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. COVID-19	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Alcohol, Tobacco, and Other Drugs

a. E-cigarette use among youth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Use of marijuana	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Abuse of prescription drugs, such as OxyContin, Ritalin, Vicodin, Valium	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Abuse of over the counter drugs	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Illegal drug use among adults	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Illegal drug use among youth	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Alcohol abuse among those aged 21 or over	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Alcohol use among those under age 21	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
i. Adults allowing or tolerating youth alcohol use	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Chronic Disease and Health Habits

a. Mental illness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Obesity among adults	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Obesity among children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Issues for Families

a. Families experiencing financial stress	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Parents with inadequate or poor parenting skills	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Bullying	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Childhood trauma	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Abuse and neglect of children	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Abuse and neglect of vulnerable adults	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Social Experience

a. Racism	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. White privilege (inherent advantages possessed by a white person on the basis of their race in a society characterized by racial inequality)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Police brutality	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Discrimination

a. Discrimination based on age	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
b. Discrimination based on gender	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
c. Discrimination based on sexual orientation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
d. Discrimination based on gender identity	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
e. Discrimination based on disability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
f. Discrimination based on religion	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
g. Discrimination based on being overweight or obese	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
h. Discrimination based on something else	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please specify: _____

59. As our county prioritizes support across communities with COVID-19 recovery funds, what areas of concern do you think we should address? _____

Thank you for completing this survey!

If interested in being entered into a drawing to win a \$50 grocery gift card, please provide your name and address below. Note, this information is kept separate from the survey results and will not be used for anything other than this drawing.

Name _____ Address _____

Phone Number _____

*Subject to change based on level of COVID-19 transmission in the community

Kanabec County Community Health –COVID-19

I. Policy Statement

To protect health care workers and health care support service workers from occupational exposure to COVID-19 in settings where people with COVID-19 are reasonably expected to be present.

II. Purpose

- To provide staff direction for when to use appropriate face and eye protection.
- To be an active “temporary” policy until OSHA or MNOSHA provides a permanent standard or until an explicit announcement is made regarding the expiration of the OSHA Emergency Temporary Standard (ETS) 86 FR 32376.

III. Procedures

On June 21, 2021, OSHA adopted a Healthcare Emergency Temporary Standard protecting workers from COVID-19 in settings where they provide healthcare or healthcare support services. 86 FR 32376. Under the OSH Act, an ETS is effective until superseded by a permanent standard – a process contemplated by the OSH Act to occur within 6 months of the ETS’s promulgation. 29 U.S.C. 655(c).

<https://www.osha.gov/coronavirus/ets>

The ETS expired in Minnesota on January 19, 2022, but no announcement was made about rescinding the ETS, and the original OSHA language encourages continued compliance, which Kanabec County Community Health continued to do as threat of surge lingered.

Kanabec County Community Health is implementing this temporary policy for reasonable risk management against COVID-19 exposure and infection.

A. General Procedures:

- a. Employees will follow the Infection Control policy.
- b. This temporary policy is specific to COVID-19 (SARS-CoV-2).
- c. Mitigation to limit COVID-19 exposure:
 - i. Staff will follow the Public Health Department’s COVID-19 Vaccination Policy.
 1. If staff are unvaccinated, having not completed the doses in a primary series, they are required to test for COVID-19 before starting work at the beginning of each week.

- ii. Staff are required to self-screen for symptoms of COVID-19.
 - 1. If symptoms are present they are to contact a supervisor before presenting to the office or visiting a client to determine next steps including staying home, as encouraged when any employee is experiencing illness.
- iii. Staff who fall under quarantine or isolation shall follow the guidelines for [Work Restrictions for Health Care Personnel with SARS-CoV2 Infection and Exposures](#)

B. Occupational Setting – In Office:

- a. Assessing risk:
 - i. Through the mitigation strategies listed in the section above, it is reasonable to expect that COVID-19 will likely not be present in transmissible levels in the office.
 - ii. The General Procedures provide a level of protection to staff greater than the potential for exposure and infection to COVID-19 comparative to while out in the general public in their private lives.
 - iii. As it is reasonable to expect that COVID-19 will likely not be present in transmissible levels the office, staff will not be required to wear surgical masks or face coverings unless they choose to do so based on their own health conditions, vaccination status, and other personal considerations of risk for exposure and infection from COVID-19.

C. Occupational Setting – In Client Home:

- a. Assessing risk:
 - i. Staff are to screen clients before conducting a home visit to provide services.
 - ii. If clients are experiencing illness consistent with symptoms of COVID-19, or are suspected by recent exposure or known by testing to be COVID-19 positive, staff will evaluate if the services can be delayed until the client's symptoms improve.
 - iii. If a delay of services is not possible, staff will don the appropriate level of PPE, as stated in the next section immediately below.
- b. Determining level of protection:
 - i. Regardless of a personal vaccination status, staff are to wear a minimum of a surgical mask at all times in client homes while providing services.
 - ii. Staff are able to wear a respirator (N-95), if they so choose in lieu of a surgical mask that affords them greater levels of protection based on their own health conditions, vaccination status, and other personal considerations of risk for exposure and infection from COVID-19.
 - iii. Staff will consult the Minnesota Department of Health "[COVID-19 PPE and Source Control Grids for congregate care settings, by community transmission level](#)" for guidance on what PPE to use based on [Community Transmission level](#) from the CDC.

- c. Aerosol Procedures:
 - i. Aerosol generating procedures (nebulizer treatments or similar procedures) should be encouraged to be completed by the client at least a half hour (30 minutes) before the arrival of Kanabec County Community Health Staff to minimize staff exposure to aerosolized respiratory particles.
 - ii. If staff must be present during aerosol generating procedures, staff shall don an N-95 Respirator and eye protection for the entire duration of the treatment and at least a half hour (30 minutes) after.

EMERGENCY TEMPORARY STANDARD

COVID-19 Healthcare ETS

Statement on the Status of the OSHA COVID-19 Healthcare ETS

(December 27, 2021)

On June 21, 2021, OSHA adopted a [Healthcare Emergency Temporary Standard](#) (Healthcare ETS) protecting workers from COVID-19 in settings where they provide healthcare or healthcare support services. 86 FR 32376. Under the OSH Act, an ETS is effective until superseded by a permanent standard – a process contemplated by the OSH Act to occur within 6 months of the ETS's promulgation. 29 U.S.C. 655(c).

OSHA announces today that it intends to continue to work expeditiously to issue a final standard that will protect healthcare workers from COVID-19 hazards, and will do so as it also considers its broader infectious disease rulemaking. However, given that OSHA anticipates a final rule cannot be completed in a timeframe approaching the one contemplated by the OSH Act, OSHA also announces today that it is withdrawing the non-recordkeeping portions of the healthcare ETS. The COVID-19 log and reporting provisions, 29 CFR 1910.502(q)(2)(ii), (q)(3)(ii)-(iv), and (r), remain in effect. These provisions were adopted under a separate provision of the OSH Act, section 8, and OSHA found good cause to forgo notice and comment in light of the grave danger presented by the pandemic. See 86 FR 32559.

With the rise of the Delta variant this fall, and now the spread of the Omicron variant this winter, OSHA believes the danger faced by healthcare workers continues to be of the highest concern and measures to prevent the spread of COVID-19 are still needed to protect them. Given these facts, and given OSHA's anticipated finalization of this rule, OSHA strongly encourages all healthcare employers to continue to implement the ETS's requirements in order to protect employees from a hazard that too often causes death or serious physical harm to employees.

As OSHA works towards a permanent regulatory solution, OSHA will vigorously enforce the general duty clause and its general standards, including the Personal Protective Equipment (PPE) and Respiratory Protection Standards, to help protect healthcare employees from the hazard of COVID-19. The Respiratory Protection Standard applies to personnel providing care to persons who are suspected or confirmed to have COVID-19. OSHA will accept compliance with the terms of the Healthcare ETS as satisfying employers' related obligations under the general duty clause, respiratory protection, and PPE standards. Continued adherence to the terms of the healthcare ETS is the simplest way for employers in healthcare settings to protect their employees' health and ensure compliance with their OSH Act obligations.

OSHA believes the terms of the Healthcare ETS remain relevant in general duty cases in that they show that COVID-19 poses a hazard in the healthcare industry and that there are feasible means of abating the hazard. OSHA plans to publish a notice in the Federal Register to implement this announcement.

About the Standard

ETS Regulatory Text (29 CFR 1910, Subpart U)

- 1910.502 - Healthcare.
- 1910.504 - Mini Respiratory Protection Program.
- 1910.505 - Severability.
- 1910.509 - Incorporation by Reference.

Federal Register

Federal Register - Correction

Materials Incorporated by Reference

News Release

Webinar - COVID-19 ETS

Summary – COVID-19 Healthcare ETS (*Spanish*)

Fact Sheets

- Subpart U – COVID-19 Healthcare ETS
- COVID-19 Healthcare ETS (*Spanish*)
- Mini Respiratory Protection Program
- Workers' Rights (*Spanish*)

Is Your Workplace Covered by the ETS?

ETS FAQs

Executive Order

Implementation

COVID-19 Plan Template

COVID-19 Healthcare Worksite Checklist & Employee Job Hazard Analysis

COVID-19 Log Sample

Reporting COVID-19 Fatalities and In-Patient Hospitalizations to OSHA

Employer Notification Tool

Communication and Coordination Between Employers

Employee COVID-19 Health Screening Questionnaire Sample (*Spanish*)

Notification Removal and Return to Work Flow Charts

◦ For Employees

◦ For Employers

Employee Training Presentations

◦ Healthcare ETS

◦ Mini Respiratory Protection Program

Enforcement

Inspection Procedures for the Healthcare ETS

<p style="text-align: center;">Kanabec County Public Health Department's Mandatory COVID-19 Vaccination Policy</p>

Initial Effective Date: 11/16/21
As Revised: 11/23/21

Purpose:

The County of Kanabec, through its Public Health Department ("Department") hereby adopts this policy on mandatory vaccination in accordance with the U.S. Department of Health and Human Service's Centers for Medicare and Medicaid Services (CMS) Interim Final Rule with Comment Period on Omnibus COVID-19 Health Care Staff Vaccination (42 CFR §484.70(d)).

Scope:

This Policy applies only to the Medicare and Medicaid-certified providers identified in the rule, which includes Home Health Agencies. For purposes of this policy, all staff working at a facility that participates in the Medicare and Medicaid programs, regardless of clinical responsibility or patient contact, including:

- a. employees of the public health department;
- b. licensed practitioners;
- c. students, trainees, and volunteers; and
- d. individuals who provide care, treatment, or other services for the Department and/or its patients, under contract or by other arrangement.

The following individuals are excepted from the provisions of this policy mandating COVID-19 vaccination pursuant to the federal CMS mandate:

- a. exclusively provide telehealth or telemedicine services outside of the settings where home health services are directly provided to patients, families, and caregivers, or other staff within the scope of this policy; or
- b. provide support services for the Department that are performed exclusively outside of the settings where home health services are directly provided to patients and who do not have any direct contact with patients, families, and caregivers, or other staff within the scope of this policy.

Mandatory Vaccination Requirements:

All employees defined by this policy as being within the scope of "staff working at a facility that participates in the Medicare and Medicaid programs" are required to be fully vaccinated as a term and condition of employment at the Kanabec County Public Health Department.

Schedule. All employees of the Public Health department must be fully vaccinated by the dates set forth below:

- Obtain the first dose of a two-dose vaccine within 30 days of the regulation being published (no later than December 5, 2021); and the second dose within 30 days of the regulation being published (no later than January 4, 2022);

OR

- Obtain one dose of a single-dose vaccine with 30 days of the regulation being public (no later than December 5, 2021).

Definition of Fully Vaccinated. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine, with, if applicable, at least the minimum recommended interval between doses. For example, this includes two weeks after a second dose in a two-dose series, such as the Pfizer or Moderna vaccines, two weeks after a single-dose vaccine, such as the Johnson & Johnson vaccine; or two weeks after the second dose of any combination of two doses of different COVID-19 vaccines as part of one primary vaccination series.

Status. All employees subject to the vaccination mandate are required to report their vaccination status along with proof of vaccination to HR Specialist located in the Coordinator's Office at 18 North Vine Street, Suite 181, Mora, MN 55051 or via email at kim.christenson@co.kanabec.mn.us, or via fax at (320) 679-6441. Employees must provide truthful and accurate information about their COVID-19 vaccination status.

Vaccine Availability. Kanabec County Public Health shall offer free COVID-19 vaccination to all covered employees who are required to be vaccinated by this Policy. Public Health shall make the labeled fully and approved licensed Pfizer Comirnaty vaccine available to said employees.

Proof of Vaccination. Examples of acceptable forms of proof of vaccination include:

- CDC COVID-19 vaccination record card (or a legible photo of the card);
 - Documentation of vaccination from a health care provider or electronic health record;
- or
- State immunization information system record.

Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site; in those circumstances Human Resources will still accept the state immunization record as acceptable proof of vaccination.

If an employee received the vaccination outside of the U.S., a reasonable equivalent to any of the examples of acceptable proof above is sufficient.

Each covered employee must inform Human Resources of his or her vaccination status no later than noon (CST) on December 3, 2021.

The following table outlines the requirements for submitting vaccination status documentation.

Vaccination Status	Instructions	Deadline
Employees who are fully vaccinated.	Submit proof of vaccination that indicates full vaccination to Human Resources.	Noon (CST) December 3, 2021, or as soon as possible after receiving a vaccination.
Employees who are partially vaccinated (i.e., one dose of a two dose vaccine series).	Submit proof of vaccination that indicates when the first dose of vaccination was received, followed by proof of the second dose when it is obtained, to Human Resources.	Noon (CST) December 3, 2021, or as soon as possible after receiving a vaccination.
Employees who have not yet been vaccinated.	Submit statement that you are unvaccinated to Human Resources and submit Exemption Form when applicable.	Noon (CST) December 3, 2021.

Vaccination Exemptions and Accommodation:

The CMS IFC requires facilities to allow for exemptions to staff as a reasonable accommodation for a disability or a sincerely held religious belief, observance, or practice and for medical reasons. Providers and suppliers should establish exceptions as a part of its policies and procedures and in alignment with federal law.

Employees may request an exemption from this mandatory vaccination policy if the vaccine is medically contraindicated for them or medical necessity requires a delay in vaccination. Employees also may be legally entitled to a reasonable accommodation if they cannot be vaccinated because of a disability, or if the provisions in this policy for vaccination conflict with a sincerely held religious belief, practice, or observance.

Accordingly, Kanabec County's policies, procedures, and standards for exemption requests and the approval process are outlined below.

A. Exemptions Generally

Review Panel. All requests for exemptions or accommodations, medical or religious, shall be reviewed no later than by the end of three business days following the date of submission by a panel comprised of the following Kanabec County employees and officials: the County

Coordinator/Human Resources Director, the HR Specialist, the Public Health Director, one Commissioner of the Kanabec County Board, and the Kanabec County Attorney.

Standard of Review. All reviews shall be conducted pursuant to federal guidance issued by the Equal Employment Opportunity Commission and in accordance with the ADA and Title VII of the Civil Rights Act of 1964, as amended.

Decision. A final decision shall be reached by the majority vote of the review panel members. A requesting Employee shall be notified verbally and electronically regarding the status and outcome of the request by the end of the business day following the date of the Review Panel's decision.

Employee's Right to be Present. A requesting employee shall be given the right to be present at all stages of review by the panel, including any hearings upon request for reconsideration. The employee shall not be required to provide any additional evidence.

Review of Decision. A requesting employee may appeal a decision of the review panel by submitting a written request seeking reconsideration. Such requests shall be made in writing within one business day of notification of the panel's decision. Reconsideration hearings shall be conducted by the Kanabec County Personnel Committee plus the County Attorney at the request of the employee seeking accommodations, and shall be scheduled to occur within three business days of the request. The employee may, but shall not be required to, provide additional information to the review panel upon reconsideration. A written decision shall be issued by the end of the day of the next business day following the hearing, and any decision issued upon reconsideration shall be final, subject to review by the courts in an independent civil action commenced by a complaining party.

Employment Status While Under Review. If a completed and timely exemption application has been submitted, the requesting employee shall remain at his or her currently existing employment status and may be placed on leave pending final decision. The nature and location of the employment may be modified by the employer as a temporary accommodation to the employee's non-vaccinated status.

B. Medical Exemption

Subject employees may request consideration of a medical exemption to vaccination by submitting a written request along documentation confirming recognized clinical contraindications to COVID-19 vaccinations. Requests for a medical exemption shall be signed and dated by a licensed practitioner, who is not the individual requesting the exemption, and is acting within their respective scope of practice based on applicable state and local laws. The panel shall presume that a licensed practitioner who signs such an exemption form is acting within his or her scope of practice. This documentation must contain all information specifying which of the authorized COVID-19 vaccines are clinically contraindicated for the staff member to receive and the recognized clinical reasons for the contraindications.

C. Religious Exemption

Title VII of the Civil Rights Act of 1964 and similar state statutes prohibit employment discrimination based on religion, which includes all aspects of religious beliefs, practices, or

observances. These statutes require an employer to consider an employee's or applicant's request for an exception, called a religious or reasonable accommodation, from an employer requirement that conflicts with their sincerely held religious beliefs, practices, or observances. Subject employees may request consideration of a religious exemption to vaccination by submitting a written request.

Employees must inform the employer if they are requesting an exception to a COVID-19 vaccination requirement because of a conflict between that requirement and their sincerely-held religious beliefs, practices or observations. Employees do not, however, need to use "magic words" to so inform their employer.

The review panel shall operate under the standard that presumes a religious exemption request is based on a sincerely-held belief; however, if an employer has an objective basis for questioning either the religious nature or the sincerity of a particular belief, the employer would be justified in making a limited factual inquiry (including how the employee's religious belief conflicts with the employer's COVID-19 vaccine requirement) and seeking additional supporting information. Prior to making any inquiries, the panel shall make written findings regarding the basis for questioning or inquiring as to the employee's religious beliefs. The written findings shall be provided to the employee prior to making further inquiries.

D. Reasonable Accommodations.

Kanabec County shall assess undue hardship on a case-by-case basis by considering the specific facts of each situation. Accommodations which are granted are subject to modification in the future based on changing circumstances.

Accommodations, if any, such as social distancing, masking, relocation of personnel and equipment, and other accommodations shall be discussed and determined on a case-by-case basis for those employees who have been granted an exemption to the vaccine mandate.

Discipline :

Employees who violate the provisions contained in this policy may be subject to discipline.

An employee who fails to complete these scheduled vaccination requirements (except for employees who have pending requests for, or who have been granted, exemptions or accommodations to the vaccination requirements of this section, or those staff for whom COVID19 vaccination must be temporarily delayed, as recommended by the CDC, due to clinical precautions and considerations) may be prohibited from providing any care, treatment, or other services for the Department and/or its patients, and may be subject to other discipline.

Public Health employees who fail to provide proof of vaccination status to Human Resources by noon (CST) on December 3, 2021 will be subject to a mandatory leave of absence effective December 6, 2021 for up to 30 calendar days. For purposes of this mandatory leave of absence, unpaid leave will be allowed only after any and all accrued paid time is exhausted. In this

circumstance, public health employees are not eligible for the PTO donation program. Employees may submit proof of vaccination status to Human Resources within the mandatory leave of absence period to be eligible for reinstatement. Failure to provide proof of vaccination status by January 4, 2022 may result in termination of employment.

New Hires:

All new employees are required to comply with the vaccination requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment. All new hires must be fully vaccinated before doing any work covered by this policy.

Contingency Plan:

The Department reserves the right to bypass this rule in the event of an emergency or unforeseen change in circumstance that necessitates the Department's temporary use of unvaccinated workers.

Confidentiality and Privacy:

All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be treated in accordance with applicable laws and policies on confidentiality and privacy.

Questions:

Please direct any questions regarding this policy to the Human Resources Department.

Work Restrictions for HCP With SARS-CoV-2 Infection and Exposures

"Up to Date" with all recommended COVID-19 vaccine doses is defined in [Stay Up to Date with Your Vaccines | CDC](#)

For more details, including recommendations for healthcare personnel who are immunocompromised, have severe to critical illness, or are within 90 days of prior infection, refer to [Interim Guidance for Managing Healthcare Personnel with SARS-CoV-2 Infection or Exposure to SARS-CoV-2](#) (conventional standards) and [Strategies to Mitigate Healthcare Personnel Staffing Shortages](#) (contingency and crisis standards).

Work Restrictions for HCP With SARS-CoV-2 Infection

Vaccination Status	Conventional	Contingency	Crisis
Up to Date and Not Up to Date	10 days OR 7 days with negative test [†] , if asymptomatic or mild to moderate illness (with improving symptoms)	5 days with/without negative test, if asymptomatic or mild to moderate illness (with improving symptoms)	No work restriction, with prioritization considerations (e.g., types of patients they care for)

Work Restrictions for Asymptomatic HCP with SARS-CoV-2 Exposures

Vaccination Status	Conventional	Contingency	Crisis
Up to Date	No work restrictions, with negative test on days 1 [‡] and 5–7	No work restriction	No work restriction
Not Up to Date	10 days OR 7 days with negative test [†]	No work restriction with negative tests on days 1 [‡] , 2, 3, & 5–7 (if shortage of tests prioritize Day 1 to 2 and 5-7)	No work restrictions (test if possible)

[†]Negative test result within 48 hours before returning to work

[‡]For calculating day of test: 1) for those with infection consider day of symptom onset (or first positive test if asymptomatic) as day 0; 2) for those with exposure consider day of exposure as day 0



CS328856-A | 01/07/2022

cdc.gov/coronavirus

COVID-19 PPE and Source Control Grids

FOR CONGREGATE CARE SETTINGS, BY COMMUNITY TRANSMISSION LEVEL

4 / 7 / 2 0 2 2

Settings include, but are not limited to, long-term care (nursing home and assisted living); home care; hospice; intermediate care facilities for intellectually disabled persons (ICF/ID); independent living; and other congregate care types of facilities.

Personal Protective Equipment (PPE) Grid for Health Care Workers/Direct Service Providers (i.e., includes employees, contractors, volunteers, etc.)

Community transmission level ¹	Working with residents/clients WITH suspected ² or confirmed SARS-CoV-2 infection	Working with residents/clients WITHOUT suspected or confirmed SARS-CoV-2 infection
High	gown; gloves; eye protection; N95 or higher level respirator	face mask ³ (source control) and eye protection
Substantial	gown; gloves; eye protection; N95 or higher level respirator	face mask ³ (source control) and eye protection
Moderate ⁴	gown; gloves; eye protection; N95 or higher level respirator	face mask (source control)
Low ⁴	gown; gloves; eye protection; N95 or higher level respirator	face mask (source control)

¹ [Centers for Disease Control and Prevention \(CDC\) COVID Data Tracker: COVID-19 Integrated County View \(covid.cdc.gov/covid-data-tracker/#county-view\)](https://covid.cdc.gov/covid-data-tracker/#county-view).

² Suspected includes people in transmission-based precautions (i.e., quarantine).

³ N95 (equivalent or higher level) respirator recommended for aerosol-generating procedures for all residents/clients in communities with substantial and high transmission levels.

⁴ During low to moderate community transmission, health care workers who are up to date with all recommended COVID-19 vaccine doses could choose not to wear source control PPE or to physically distance when they are in well-defined areas that are restricted from resident/client access (e.g., staff meeting rooms, kitchen). They should wear source control PPE when they are in areas of the health care facility where they could encounter residents/clients (e.g., dining room, common halls/corridors).

COVID-19 Source Control Grid for Residents/Clients/Visitors

Community transmission level ¹	Residents/clients up to date on vaccination	Residents/clients NOT up to date on vaccination	Visitors up to date on vaccination	Visitors NOT up to date on vaccination
High	yes	yes	yes	yes
Substantial	yes	yes	yes	Yes
Moderate	see footnotes ^{2,3}	yes	see footnotes ^{2,3}	yes
Low	see footnotes ^{2,3}	yes	see footnotes ^{2,3}	yes

¹ [CDC COVID Data Tracker: COVID-19 Integrated County View \(covid.cdc.gov/covid-data-tracker/#county-view\)](https://covid.cdc.gov/covid-data-tracker/#county-view).

² During an outbreak response, residents/clients/visitors should wear well-fitting face coverings or masks during visits, regardless of vaccination status, and visits should ideally occur in the resident's room.

³ In areas of low to moderate transmission, the safest practice is for residents and visitors to wear face coverings or masks and to physically distance, particularly if either of them is at increased risk for severe disease or are not up to date with all recommended COVID-19 vaccine doses.

Residents, regardless of vaccination status, can choose not to wear face coverings or masks when other residents **are not present** and to have close contact (including touch) with their visitor. Residents (or their representative) and their visitors, who are not up to date with all recommended COVID-19 vaccine doses, should be advised of the risks of physical contact prior to the visit.

For visitation guidance, refer to [CDC: Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 \(COVID-19\) Pandemic \(www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html\)](https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html) and [CMS: QSO-20-39-NH REVISED \(www.cms.gov/files/document/qso-20-39-nh-revised.pdf\)](https://www.cms.gov/files/document/qso-20-39-nh-revised.pdf).

Guidance

Follow applicable PPE guidance:

[CDC: Interim Infection Prevention and Control Recommendations for Healthcare Personnel During the Coronavirus Disease 2019 \(COVID-19\) Pandemic \(www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html\)](https://www.cdc.gov/coronavirus/2019-ncov/hcp/infection-control-recommendations.html)

[CDC: Interim Infection Prevention and Control Recommendations to Prevent SARS-CoV-2 Spread in Nursing Homes \(www.cdc.gov/coronavirus/2019-ncov/hcp/long-term-care.html\)](https://www.cdc.gov/coronavirus/2019-ncov/hcp/long-term-care.html)

[Occupational Safety and Health Administration \(OSHA\): Respiratory Protection Standard 1910.134 \(www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.134\)](https://www.osha.gov/laws-regs/regulations/standardnumber/1910/1910.134)

[OSHA Fact Sheet: Voluntary use of filtering facepiece respirators for COVID-19 \(www.dli.mn.gov/sites/default/files/pdf/fact_voluntary_use_filtering_facepiece_respirators_for_COVID-19.pdf\)](https://www.dli.mn.gov/sites/default/files/pdf/fact_voluntary_use_filtering_facepiece_respirators_for_COVID-19.pdf)

[CDC: Types of Masks and Respirators \(www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/types-of-masks.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/types-of-masks.html)

[CMS: QSO-20-39-NH REVISED Nursing Home Visitation - COVID-19 \(www.cms.gov/files/document/qso-20-39-nh-revised.pdf\)](https://www.cms.gov/files/document/qso-20-39-nh-revised.pdf)

[CDC: Infection Control Basics \(www.cdc.gov/infectioncontrol/basics/index.html\)](https://www.cdc.gov/infectioncontrol/basics/index.html)

Definitions

Isolation: when people who are infected with a contagious disease are separated from others.

Quarantine: when the movement of people who were exposed to a contagious disease is restricted and they are separated from others while waiting to see if they become infected.

Transmission-based precautions: infection prevention and control measures used when clients/residents with known or suspected infection are separated from others. Transmission-based precautions are used in both isolation and quarantine. Refer to [CDC: Transmission-Based Precautions \(www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html\)](https://www.cdc.gov/infectioncontrol/basics/transmission-based-precautions.html).

Eye protection: goggles or a face shield that covers the front and sides of the face.

Face mask: OSHA defines face masks as “a surgical, medical procedure, dental, or isolation mask that is FDA-cleared, authorized by an FDA emergency use authorization, or offered or distributed as described in an FDA enforcement policy.” Face masks may also be referred to as “medical procedure masks.” Face masks should be used according to product labeling and local, state, and federal requirements. FDA-cleared surgical masks are designed to protect against splashes and sprays and are prioritized for use when such exposures are anticipated, including surgical procedures. Other face masks, such as some procedure masks that are typically used for isolation purposes, may not provide protection against splashes and sprays.

Respirator: personal protective device that is worn on the face, covers at least the nose and mouth, and is used to reduce the wearer’s risk of inhaling hazardous airborne particles (including dust particles and infectious agents), gases, or vapors. Respirators are certified by CDC/National Institute for Occupational Safety and Health (NIOSH), including those intended for use in health care.

Source control: using respirators, well-fitting face masks, or well-fitting cloth masks to cover a person’s mouth and nose to prevent spread of respiratory secretions when they are breathing, talking, sneezing, or coughing. Source control devices should not be placed on children under age 2; anyone who cannot wear one safely, such as someone who has a disability or an underlying medical condition that precludes wearing one safely; or anyone who is unconscious, incapacitated, or otherwise unable to remove their source control device without assistance. Face shields alone are not recommended for source control.

Cloth mask: textile (cloth) covers that are intended primarily for source control in the community. **They are not PPE appropriate for use by health care personnel.** For guidance on design, use, and maintenance of cloth masks, refer to [CDC: Masks \(www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html\)](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html).

Up to date on vaccination: receiving all recommended COVID-19 vaccines, including booster dose(s) when eligible. Refer to [CDC: Stay Up to Date with Your Vaccines \(www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html\)](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/stay-up-to-date.html).



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625 Robert Street North PO Box 64975, St. Paul, MN 55164-0975

Contact health.communications@state.mn.us to request an alternate format.

Sheila
6/29/22 8:44AM

**** Kanabec County ****



Page 1

As of Date: 05/2022

TRIAL BALANCE REPORT

Report Basis: 2 1 - Cash
2 - Modified Accrual
3 - Full Accrual

Save Report: N

Comment:

FUND Range From 15 Thru 15

**** Kanabec County ****



Sheila
6/29/22 8:44AM

TRIAL BALANCE REPORT
As of 05/2022

Report Basis: Modified Accrual

Page 2

15 Community Health Fund

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
-----Assets-----				
1001 Cash	396,065.81	69,117.14 -	73,202.01	469,267.82
1003 Audit Adjustments To Cash	6,027.85	0.00	6,027.85 -	0.00
1110 Taxes Receivable - Prior & Delinquent	11,059.89	0.00	11,059.89 -	0.00
1261 Due From Other Funds (Acc)	18,802.59	0.00	18,802.59 -	0.00
Total Assets	431,956.14	69,117.14 -	37,311.68	469,267.82
---Liabilities and Balance-----				
Liabilities				
2020 Accounts Payable	523.17 -	0.00	0.00	523.17 -
2030 Salaries Payable	73,951.74 -	0.00	73,951.74	0.00
2091 Due To Other Funds (Acc)	1,735.08 -	0.00	1,735.08	0.00
2100 Due To Other Governments	5,120.57 -	0.00	5,120.57	0.00
2230 Deferred Inflows	11,059.89 -	0.00	11,059.89	0.00
Total Liabilities	92,390.45 -	0.00	91,867.28	523.17 -
Fund Balance				
2881 Assigned Fund Balance	339,565.69 -	0.00	0.00	339,565.69 -
2910 Revenue Control	0.00	172,227.54 -	1,221,887.25 -	1,221,887.25 -
2925 Expenditure Control	0.00	241,344.68	1,092,708.29	1,092,708.29
Total Fund Balance	339,565.69 -	69,117.14	129,178.96 -	468,744.65 -
Total Liabilities and Balance	431,956.14 -	69,117.14	37,311.68 -	469,267.82 -
488 Kanabec Pine Community Health (fka 59)				
-----Assets-----				
Total Assets	0.00	0.00	0.00	0.00
---Liabilities and Balance-----				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Total Liabilities and Balance	0.00	0.00	0.00	0.00
15 Community Health Fund	0.00	0.00	0.00	0.00

Kanabec County Community Health - Board Financial Report
15-484

Through May 2022

Department	Budget	Total year to date/ % of budget	Total	8.33% January	16.67% February	25.00% March	33.33% April	41.67% May
Pilt-Housing Authority								
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00
Cares Act COVID-19 Grant								
Rev	0		0.00	0.00	0.00	0.00	0.00	0.00
Exp	0		0.00	0.00	0.00	0.00	0.00	0.00
Local Public Health Infrastructure								
Rev	486,597.00	10.55%	51,349.27	9,036.31	119.00	42,193.96	0.00	0.00
Exp	378,817.00	43.40%	164,405.49	46,574.53	43,376.18	20,468.59	23,142.49	30,843.70
Prevent Infectious Disease								
Rev	28,087.00	28.77%	8,081.71	115.00	1,229.24	69.85	42.81	6,624.81
Exp	28,088.00	24.73%	6,947.36	1,815.11	1,698.51	1,366.78	1,120.90	946.06
Environmental Health								
Rev	25.00	35088.48%	8,772.12	9.00	33.00	0.00	0.00	8,730.12
Exp	5,883.00	13.27%	780.59	0.00	0.00	0.00	648.66	131.93
Healthy Communities-Adult Health								
Rev	271,960.00	43.04%	117,046.26	12,237.80	57,328.99	10,702.83	26,005.23	10,771.41
Exp	275,208.00	30.24%	83,219.55	16,932.81	16,416.14	16,867.57	16,711.60	16,291.43
Healthy Communities-Health Improvement								
Rev	548,531.00	45.53%	249,740.22	104,307.34	34,621.23	41,582.70	32,655.62	36,573.33
Exp	528,486.00	34.67%	183,246.69	29,424.26	33,759.78	31,746.75	35,890.91	52,424.99
Healthy Communities-Family Health								
Rev	714,440.00	40.20%	287,182.01	29,428.62	106,229.38	17,889.64	104,430.36	29,204.01
Exp	596,634.00	31.80%	189,754.32	35,253.12	36,664.38	37,729.13	42,564.74	37,542.95
Emergency Preparedness								
Rev	131,761.00	96.79%	127,535.58	18,313.04	61,593.51	0.00	47,629.03	0.00
Exp	118,620.00	52.89%	62,742.04	16,629.66	14,637.00	10,291.71	10,225.69	10,957.98
Assure Access-Case Management								
Rev	357,900.00	47.16%	168,786.02	25,379.86	47,946.64	28,422.30	30,807.29	36,229.93
Exp	351,493.00	42.07%	147,864.57	27,679.69	30,469.31	29,996.06	29,322.52	30,396.99
Assure Access-Home Care								
Rev	528,000.00	42.51%	224,463.21	35,303.31	46,764.65	45,203.80	53,097.52	44,093.93
Exp	784,072.00	41.24%	323,320.78	82,971.35	61,555.70	50,432.64	66,552.44	61,808.65
Agency Totals								
Rev	3,067,301.00	40.52%	1,242,956.40	234,130.28	355,865.64	186,065.08	294,667.86	172,227.54
Exp	3,067,301.00	37.89%	1,162,281.39	257,280.53	238,577.00	198,899.23	226,179.95	241,344.68

outstanding payments/payments not yet posted

Workforce Dev.
CTC
DFC
FAP
LCTS
LPHG
MCH
MIECHV 145,811.97
PHEP
RPC -3,180.40
SHIP
TANF
WIC
Covid State
CMCOA
MN Choice 3,125.00
Admin asst 2,781.37
mental hlth 9,092.64
Suicide Prev 4,538.57
Covid Federa 33,062.28
Home care 37,472.52 estimate only see
232,703.95 note below

SCHA Connector - We get reimbursed twice a
year. Not included above.

Home Care-This is the billed amount and we
are paid a percentage of that and that
percentage varies by paysource. Also, VA
may pay up to two years after the date of

amount has changed

Board Meeting 07/05/22

Abstract Totals for Commissioner Vouchers

Board Meeting 07/05/22	Amount	Vendors	Transactions
Abstract #1	39,695.33	35	65
Abstract #2			
Totals	39,695.33	35	65

Abstract Totals for Auditor Vouchers

Board Meeting 07/05/22	Amount	Vendors	Transactions
Abstract #1			
Abstract #2			
Abstract #3			
Abstract #4			
Abstract #5			
Totals			

Sheila
7/1/22 9:23AM

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 1

Print List in Order By: 1
1 - Fund (Page Break by Fund)
2 - Department (Totals by Dept)
3 - Vendor Number
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name
on Audit List?: N

Type of Audit List: D
D - Detailed Audit List
S - Condensed Audit List

Save Report Options?: N

Sheila
7/1/22 9:23AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 2

	Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
	No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
3	434	Ability Network Inc						
		15-484-487-8453-6211		224.82	June billing svc/eligibility	22M-0089944	Services & Charges	N
2		15-484-493-8452-6211		190.75	June billing svc/eligibility	22M-0089944	Services & Charges	N
1		15-484-496-8447-6211		265.70	June billing svc/eligibility	22M-0089944	Services & Charges	N
	434	Ability Network Inc		681.27	3 Transactions			
59	1403	Amy Dee Inc.						
		15-484-490-8486-6289		2,250.00	first half equity/bias trng		Staff Development	N
	1403	Amy Dee Inc.		2,250.00	1 Transactions			
27	185	Bergstadt/Jennifer						
		15-484-496-8449-6331		171.41	May/June HHA mileage		Mileage & Meals	N
	185	Bergstadt/Jennifer		171.41	1 Transactions			
28	1396	Biever/Laurie						
		15-484-496-8449-6331		290.75	May/June HHA mileage		Mileage & Meals	N
	1396	Biever/Laurie		290.75	1 Transactions			
60	877	BlueStar Graphics						
		15-484-485-8474-6411		75.00	3 24x36 dbl sided signs	2169	Supplies	Y
61		15-484-485-8474-6411		36.00	3 metal stakes	2169	Supplies	Y
	877	BlueStar Graphics		111.00	2 Transactions			
29	1275	Bromwich/Amanda						
		15-484-496-8449-6331		392.54	May/June HHA mileage		Mileage & Meals	N
	1275	Bromwich/Amanda		392.54	1 Transactions			
31	1312	Campbell/Mindy						
		15-484-496-8448-6331		4.68	June HM mileage		Mileage & Meals	N
30		15-484-496-8449-6331		153.27	May/June HHA mileage		Mileage & Meals	N
	1312	Campbell/Mindy		157.95	2 Transactions			
4	298	Childrens Dental Services						
		15-484-485-8475-6285		315.26	transport staff/equip 04/29/22		Contracted Work	Y
5		15-484-485-8475-6285		557.76	transport staff/equip 05/27/22		Contracted Work	Y
	298	Childrens Dental Services		873.02	2 Transactions			
6	836	East Central School District						
		15-484-485-8468-6211		2,171.10	ALC nature trekker time mini		Services & Charges	N

Sheila
7/1/22 9:23AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 3

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
	836 East Central School District		2,171.10		1 Transactions		
54	3646 Felland/Becky						
	15-484-496-8447-6331		255.65	May/June home care mileage		Mileage & Meals	N
	3646 Felland/Becky		255.65		1 Transactions		
8	4184 Health Dimension Rehabilitation Inc						
	15-484-496-8447-6211		6,463.02	May PT services		Services & Charges	N
9	15-484-496-8447-6211		36.41 -	attempted visit credit		Services & Charges	N
	4184 Health Dimension Rehabilitation Inc		6,426.61		2 Transactions		
7	324 Healthcare First						
	15-484-496-8447-6211		104.74	June HHCAHPS fee	5292057	Services & Charges	N
	324 Healthcare First		104.74		1 Transactions		
10	4151 Innovative Office Solutions, LLC						
	15-484-450-0000-6412		32.42	admin office supplies	3770452	Office Supplies	N
11	15-484-450-0000-6412		25.86 -	credit from sales order	3770452	Office Supplies	N
	4151 Innovative Office Solutions, LLC		6.56		2 Transactions		
12	3095 Isanti County Public Health						
	15-484-485-8468-6880		2,887.47	May hlthy eat/active living		Grant Admin- Pass thru	N
13	15-484-485-8468-6880		48.18	May tobacco strategy		Grant Admin- Pass thru	N
14	15-484-485-8468-6880		1,590.03	May well-being strategy		Grant Admin- Pass thru	N
	3095 Isanti County Public Health		4,525.68		3 Transactions		
57	1323 Johnstone/Kristi						
	15-484-496-8447-6331		187.79	May/June home care mileage		Mileage & Meals	N
	1323 Johnstone/Kristi		187.79		1 Transactions		
55	17401 Kringstad/Mickey						
	15-484-493-8452-6331		250.09	Jan-May CM mileage		Mileage & Meals	N
56	15-484-496-8447-6331		16.38	February home care mileage		Mileage & Meals	N
	17401 Kringstad/Mickey		266.47		2 Transactions		
36	1308 Lejonvarn/Kirsten						
	15-484-469-8440-6331		22.60	June DPC mileage		Mileage & Meals	N
32	15-484-487-8450-6331		4.10	June TANF mileage		Mileage & Meals	N
34	15-484-487-8453-6331		45.63	June MIECHV mileage		Mileage & Meals	N
35	15-484-487-8457-6331		17.55	June MCH mileage		Mileage & Meals	N

Sheila
7/1/22 9:23AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 4

Vendor	Name	Rpt		Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
33	15-484-490-8489-6331		19.89	May/June COVID mileage		Mileage & Meals	N
1308	Lejonvarn/Kirsten		109.77	5 Transactions			
667	Lighthouse Child & Family Services LLC						
17	15-484-487-8453-6211		300.00	MIECHV session 5/17/2022	7148	Services & Charges	Y
18	15-484-487-8453-6211		16.80	MIECHV session mileage 5/17/22	7148	Services & Charges	Y
15	15-484-490-8489-6211		58.80	session mileage 5/2 & 5/12	7149	Services & Charges	Y
16	15-484-490-8489-6211		750.00	reflective session 5/2 & 5/12	7149	Services & Charges	Y
667	Lighthouse Child & Family Services LLC		1,125.60	4 Transactions			
377	Marco Inc						
19	15-484-450-0000-6341		787.11	Sharp MX5070v copier agmt		Rental & Service Contracts Copier	N
377	Marco Inc		787.11	1 Transactions			
1143	McKesson Medical-Surgical Govt Solution						
20	15-484-496-8447-6432		135.23	home care supplies	19497357	Medical Supplies	N
1143	McKesson Medical-Surgical Govt Solution		135.23	1 Transactions			
4033	Mestnik/Kathryn						
37	15-484-450-0000-6331		98.28	admin mileage		Mileage & Meals	N
38	15-484-490-8489-6331		42.25	Under One Roof mileage		Mileage & Meals	N
39	15-484-490-8489-6331		112.32	under one roof mileage		Mileage & Meals	N
4033	Mestnik/Kathryn		252.85	3 Transactions			
198	Mille Lacs Co. Community & Veterans Ser						
21	15-484-485-8468-6880		2,170.43	May hlthy eat/active living		Grant Admin- Pass thru	N
22	15-484-485-8468-6880		644.36	May tobacco strategy		Grant Admin- Pass thru	N
23	15-484-485-8468-6880		1,701.72	May 2022 well-being strategy		Grant Admin- Pass thru	N
198	Mille Lacs Co. Community & Veterans Ser		4,516.51	3 Transactions			
8040	Miller, Patti						
40	15-484-485-8444-6331		99.45	June suicide prev mileage		Mileage & Meals	N
8040	Miller, Patti		99.45	1 Transactions			
1354	Miner/Brian						
64	15-484-485-8480-6289		180.00	RPC certification		Staff Development	N
41	15-484-485-8480-6331		182.65	May mileage and meals		Mileage & Meals	N
58	15-484-485-8480-6331		1,401.77	June RPC mileage/meals/parking		Mileage & Meals	N
63	15-484-485-8480-6331		50.00	bag fee air travel		Mileage & Meals	N

Sheila
7/1/22 9:23AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 5

Vendor	Name	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr		Service Dates	Paid On Bhf #	On Behalf of Name	
1354	Miner/Brian		1,814.42	4 Transactions			
42	1311 Nelson/Erika		83.66	May/June CM mileage		Mileage & Meals	N
65	15-484-493-8452-6331		32.18	June CM mileage		Mileage & Meals	N
1311	Nelson/Erika		115.84	2 Transactions			
62	1404 Parenting Resource Center, Inc.		5,000.00	MPRCTA Region 4		Contracted Work	N
1404	15-484-485-8480-6285		5,000.00	1 Transactions			
24	632 Pine County Health & Human Services		2,539.27	May hlthy eat/active living		Grant Admin- Pass thru	N
25	15-484-485-8468-6880		1,004.17	May tobacco strategy		Grant Admin- Pass thru	N
26	15-484-485-8468-6880		1,963.60	May well-being strategy		Grant Admin- Pass thru	N
632	Pine County Health & Human Services		5,507.04	3 Transactions			
43	1030 Ringler/Jennie		132.80	May/June HHA mileage		Mileage & Meals	N
1030	15-484-496-8449-6331		132.80	1 Transactions			
44	1322 Ringler/Jezzalyn		107.06	June HHA mileage		Mileage & Meals	N
1322	15-484-496-8449-6331		107.06	1 Transactions			
45	3174 Rosburg/Diane		298.94	April/May home care mileage		Mileage & Meals	N
3174	15-484-496-8447-6331		298.94	1 Transactions			
46	16326 Sarkisyan/Amber		234.00	May/June HHA mileage		Mileage & Meals	N
16326	15-484-496-8449-6331		234.00	1 Transactions			
47	1083 Swanson/Lori		17.55	Mar-Jun SHIP mileage		Mileage & Meals	N
1083	15-484-485-8468-6331		17.55	1 Transactions			
48	167 Telander/Sarah		69.03	Mar-Jun admin mileage		Mileage & Meals	N
167	15-484-450-0000-6331						

Sheila
7/1/22 9:23AM
15 Community Health Fund

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 6

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Descripti	1099
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
167	Telander/Sarah		69.03	1 Transactions		
1268	Tomczak/Kristi					
50	15-484-496-8448-6331		49.16	May/June HM mileage	Mileage & Meals	N
49	15-484-496-8449-6331		297.16	May/June HHA mileage	Mileage & Meals	N
1268	Tomczak/Kristi		346.32	2 Transactions		
452	Zaiser/Kelly					
53	15-484-481-8482-6331		14.04	Jan-Jun care nav mileage	Mileage & Meals	N
51	15-484-487-8453-6331		117.00	Jan-Jun MIECHV mileage	Mileage & Meals	N
52	15-484-493-8452-6331		22.23	Jan-Jun CM mileage	Mileage & Meals	N
452	Zaiser/Kelly		153.27	3 Transactions		
15 Fund Total:			39,695.33	Community Health Fund	35 Vendors	65 Transactions
Final Total:			39,695.33	35 Vendors	65 Transactions	

Sheila
7/1/22

9:23AM

**** Kanabec County ****



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

Page 7

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	15	39,695.33	Community Health Fund	
	All Funds	39,695.33	Total	Approved by,
			
			

9:40am Appointment

July 5, 2022

REQUEST FOR BOARD ACTION

a. Subject: ECE Rural Broadband Project	b. Origination: East Central Energy & Kanabec County EDA
c. Estimated time: 10-15 minutes	d. Presenter(s): Ty Houglum, East Central Energy Vice President / CIO

e. Board action requested:

Item a. -

Resolution #__ - 7/5/22

East Central Energy Rural Broadband Project Request for Grant Match Funding

WHEREAS, the Kanabec County Board of Commissioner supports East Central Energy's Rural Broadband Project; and

WHEREAS, the Kanabec County Board of Commissioners reserved American Rescue Plan funds to support the ECE's Broadband Project; and

WHEREAS, ECE intends to partially fund the Rural Broadband Project through grant funding including the USDA's ReConnect Grant, as well as the MN Office of Broadband's Boarder to Boarder Grant; and

WHEREAS, ECE's Boarder to Boarder grant application requires a grant match from local stakeholders; and

WHEREAS, the Kanabec County Board of Commissioners previously committed to fund said grant match requirements at \$1,000 per percentage point of coverage; and

WHEREAS, to improve the likelihood of securing the grant and to be consistent with other participating stakeholders' funding commitments, it is requested to increase the grant match funding to \$2,000 per percentage point of coverage;

BE IT THEREFORE RESOLVED that the Kanabec County Board of Commissioners hereby agrees to increase the funding level for ECE's Boarder to Boarder grant match at \$2,000 per percentage point of coverage.

Item b. - Request to Adopt the Applicant Affidavit or Local Government Resolution as Requested by the State of MN (attached)

f. Background:

Item b. – On April 19, 2022, EDA Staff proposed the following to the Kanabec County Board of Commissioners:

*“The formula staff used to determine a fair and appropriate amount for Kanabec County to pledge towards ECE’s Spring 2022 Border to Border grant application is based on the percentage of Kanabec County that ECE would be able to connect to broadband if ECE receives the grant. ECE is proposing to cover 23.83% of Kanabec County with the grant. If Kanabec County is able to pledge **\$1,000 per every percentage point of coverage**, that equals a pledge amount of \$23,830.”*

However, prior discussions between ECE project managers and EDA & County staff had recommended to fund **\$2,000** per every percentage point of coverage in the county, not \$1,000. The \$2,000 per percentage point formula had been the standard shared with adjoining counties as well.

Staff and ECE project managers are requesting the additional \$1,000 per percentage point of coverage as initially discussed to be consistent with how other counties involved in the Border to Boarder grants are funding their match portion.

Supporting Documents: None Attached: ☒

<p>Date received in County Coordinators Office:</p>
--

<p>Coordinators Comments:</p>



OFFICE OF THE
KANABEC COUNTY COORDINATOR
18 North Vine Street Suite 181
Mora, MN 55051
Telephone: (320) 679-6440
Fax: (320) 679-6441

APPLICANT AFFIDAVIT OR LOCAL GOVERNMENT RESOLUTION
RESOLUTION OF APPLICANT

BE IT RESOLVED that East Central Energy will act as the legal sponsor for project(s) contained in the Broadband Development Grant Program to be submitted on August 4, 2022 and that Ty Houghlum is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of East Central Energy.

BE IT FURTHER RESOLVED that East Central Energy has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that East Central Energy has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, East Central Energy may enter into an agreement with the State of Minnesota for the above referenced project(s), and that East Central Energy certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the undersigned is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by Kanabec County on July 5, 2022.

SIGNED:

WITNESSED:

(Authorized Official)

(Signature)

(Title)

(Date)

(Title)

(Date)

9:55am Appointment

July 5, 2021

REQUEST FOR BOARD ACTION

a. Subject: Reevaluation result	b. Originating Department: County Coordinator
c. Estimated time: 5 Minutes	d. Presenter(s): Kim Christenson

e. Board action requested:

Approve the following resolution:

Resolution #__ - 07/05/22

EDA Director Evaluation

WHEREAS the board did by Resolution #12 – 06/21/22 refer the position of EDA Director the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “EDA Director” position, which results in Pay Range 17:

Category	Rank	Points
Qualifications	q56	120
Decisions	d38	77
Problem Solving	p19	98
Relationships	r25	131
Effort A	ea5	4
Effort B	eb14	12
Hazards	h17	13
Environment	n5	8
TOTAL POINTS		463

f. Background:

See attached memo from the Pay Consultant.

Once the ranking is approve this vacancy will be posted to the public

Supporting Documents: None **Attached:** ☒

Date Received in County Coordinator's Office:	N/A
--	-----

Coordinators Comments:

None



Fri 7/1/2022 1:25 PM

Katie Laven <katie.laven@mrnet.org>

RE: Job description eval

To: Kim Christerson

You replied to this message on 7/1/2022 1:46 PM.

Hi Kim-

Thanks for the conversation today on this role. Here is the revised rating we discussed. I have also included the original for reference on the bottom. Have a great weekend! Thanks!

Dept	Title	Qualifications		Decisions		Problem Solving		Relationships		Effort A		Effort B		Hazards		Environment		Total Points	Grade	Step/D
EDA	Economic Development Executive Director	q56	120	d38	77	p19	98	r25	131	ea5	4	eb14	12	h17	13	n5	8	463	17	\$37.37
EDA	Economic Development Executive Director	q56	120	d40	113	p20	131	r24	106	ea5	4	eb14	12	h17	13	n5	8	507	18	\$40.36

Katie Laven

Compensation Business Partner

Main: 763-253-9100 | Direct: 763-253-9163

MRA | 5900 Golden Hills Drive | Golden Valley | MN | 55416

katie.laven@mrnet.org | www.mrnet.org



July 5, 2022
10:00am Appointment Agenda of
Chad T. Gramentz, PE
Public Works Director

1. Parking Lot Striping Resolution #1 (07-05-22)
2. Driver's License Service Proposal
 - With Mora City Admin. Glenn Anderson
3. Department Updates

Resolution #1 (7-5-22)
Parking Lot Striping

WHEREAS the following quotes were received for striping of County parking lots:

Sir Lines-A-Lot	\$3,473.00
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BE IT RESOLVED to accept the low quote of \$3,473.00 submitted by Sir Lines-A-Lot

Agenda Item #1

PROCEEDINGS OF THE COUNTY BOARD

State of Minnesota
County of Kanabec
Office of the County Coordinator

UNAPPROVED MINUTES

June 21, 2022

The Kanabec County Board of Commissioners held a Regular Board Meeting in person and via telephone/video conference call at 9:00am on Tuesday, June 21, 2022 pursuant to adjournment with the following Board Members present on-site: Rick Mattson, Dennis McNally, Craig Smith, and Les Nielsen. Staff present on-site: County Coordinator Kris McNally and Recording Secretary Kelsey Schiferli.

The meeting was held in the County Board Room and via WebEx for anyone wishing to attend virtually.

The Chairperson led the assembly in the Pledge of Allegiance.

Action #1 – It was moved by Dennis McNally, seconded by Rick Mattson and carried unanimously to approve the agenda as presented.

Action #2 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the June 7, 2022 minutes with the following correction: Action #31, change June 17th to June 21st.

Action #3 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following paid claims:

<u>Vendor</u>	<u>Amount</u>
CW Technology	1,322.40
Kwik Trip Inc.	15,464.45
Midcontinent Communications	469.24
Minnesota Department of Finance	6,117.50
Mora Municipal Utilities	240.16
Spire Credit Union	7,495.28
Verizon Wireless Cell Phones	3,402.47

Kanabec County AT ACH_VISA	511.68
Consolidated Communications	1,110.77
El Jalisco	817.12
Office of MN.IT Services	1,338.65
Quality Disposal	452.61
East Central Energy	169.64

13 Claims Totaling: \$ 38,911.97

Action #4 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to recess the meeting at 9:07am to a time immediately following the Family Services Board.

The Kanabec County Family Services Board met at 9:07am on Tuesday, June 21, 2022 pursuant to adjournment with the following Board Members Present: Rick Mattson, Dennis McNally, Craig Smith and Les Nielsen. Family Services Director Chuck Hurd presented the Family Services Board Agenda.

Action #FS5 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the Family Services Board Agenda as presented.

CSO/Financial Assistant Supervisor Tim Dahlberg met with the County Board to give a follow up presentation regarding the self-support index – success measure for MFIP and DWP participants. Information only, no action was taken.

Family Services Director Chuck Hurd gave the Director's Report.

Action #FS6 – It was moved by Dennis McNally seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #FS6 – 6/21/22

Procurement for Health Care Services resolution

WHEREAS, the Minnesota Department of Human Services (DHS) has published a Request For Proposals (RFPs) to provide health care services to recipients of Families and Children and MinnesotaCare in eighty (80) Minnesota counties including Kanabec County, and

WHEREAS, DHS has requested County evaluations and recommendations regarding the RFP proposals from each respective county; and

WHEREAS, South Country Health Alliance submitted proposals to provide managed health care services in Kanabec County, and

WHEREAS, representatives from Kanabec County Family Services have reviewed and evaluated the proposals; and

WHEREAS, South Country Health Alliance has submitted proposals suitable to meet Kanabec County's needs.

THEREFORE, BE IT RESOLVED that the Kanabec County Board of Commissioners supports the recommendation of Kanabec County Family Services approving South Country Health Alliance as Managed Care Organization(s) (MCO(s)) providing managed health care services in Kanabec County.

Action #FS7 – It was moved by Dennis McNally seconded by Craig Smith and carried unanimously to approve the payment of 124 claims totaling \$219,017.95 on Welfare Funds.

Action #FS8 – It was moved by Dennis McNally, seconded by Rick Mattson, and carried unanimously to adjourn Family Services Board at 9:25am and to meet again on July 19, 2022 at 9:05am.

The Board of Commissioners reconvened.

Action #9 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following claims on the funds indicated:

Revenue Fund

Vendor	Amount
A & E Cleaning Services	525.00
Adam's Pest Control	250.00
Adam's Pest Control	125.00
Adam's Pest Control	125.00
American DataBank	92.60
Ann Lake Watershed Alliance	5,234.23
Aquatic Solutions	4,976.90
AT&T Mobility	1,433.39
AT&T Mobility	44.55
Attorney General's Office	92.90
Bob Barker	11.78

C & D Auto	3,298.12
Carda, Ryan	103.55
Coborn's Inc.	917.85
Coborn's Inc.	523.33
Coborn's Inc.	20.57
Curtis, Michael	396.63
CW Technology	9,000.00
CW Technology	15,536.95
East Central Regional Juvenile Center	4,335.00
East Central Solid Waste Commission	200.00
East Central Veterinarians	176.75
Ernest, Jennifer	85.12
FBG Service Corporation	7,372.00
FBG Service Corporation	672.00
Fish Lake Improvement Association	8,308.62
Further	604.60
Glen's Tire	83.80
Glen's Tire	1,967.96
Glen's Tire	622.74
Granite City Jobbing	647.05
Handyman's Inc	256.47
Handyman's Inc	393.12
Henry Shein	523.33
Hoefert, Robert	538.20
Holcomb, Lisa	173.75
Horizon Towing	1,132.81
Johnson Hardware & Rental	29.59
Kanabec County A/T	2,556.57
Kanabec County A/T	2,556.57
Kanabec County Ag Society	4,500.00
Kanabec County Ag Society	120.00
Kanabec County History Center	5,000.00
Kanabec Publications	1,266.00
Kanabec Publications	164.61
M & H Appliance	3,068.67
Manthie, Wendy	350.42
Marco	273.00
Marco	273.00

Marco	134.68
Marco	159.00
Mattson, Jean	110.10
McClellan, Karen	290.55
MEI Total Elevator Solutions	1,159.82
Meinen, Ron	3,119.63
Methven Funeral and Cremation Services	250.00
Minnesota Monitoring, Inc.	511.50
Motorola Solutions	2,115.00
NARTEC Inc	153.25
Nelson, Jerry	291.92
ODP Business Solutions, LLC	9.99
Ogilvie Museum	1,500.00
O'Reilly Auto Parts	72.18
O'Reilly Auto Parts	18.95
PDQ.com	3,937.05
Premium Waters, Inc	48.43
Quality Disposal Systems	451.92
Quality Disposal Systems	28.74
R.M. Cotton Company	1,200.00
Ramsey County	1,475.00
RELX Inc DBA LexisNexis	225.00
RELX Inc DBA LexisNexis	189.08
River Valley Forensic Services, P.A.	250.00
River Valley Forensic Services, P.A.	500.00
RS EDEN	82.10
Salmela, Terry	97.82
Schiferli, Kelsey	84.94
Schmitt, Kelly	179.89
Sea Change Print Innovation	2,563.05
Stellar Services	101.20
Stellar Services	27.18
Streicher's	133.91
Summit Food Service Management	3,913.60
Summit Food Service Management	3,888.99
Summit Food Service Management	3,956.30
Tinker & Larson Inc	251.46
Tinker & Larson Inc	168.05

Van Alst, Lillian	661.05
Wojtysiak, Kari Jean	150.00
89 Claims Totaling:	<u>\$ 125,421.43</u>
Road & Bridge Fund	

<u>Vendor</u>	<u>Amount</u>
Ace Hardware	39.96
Aramark	452.26
Bjorklund	706.32
Caswell Cycle	74.97
Central McGowan	53.80
Central Pension Fund	189.10
DeJong, George	12.59
Dooley, Mark	300.00
DLT	1,200.00
Dultmeier Sales	838.76
EATI	1,275.10
Glens Tire	1,345.00
Gopher State One-Call	17.55
Granite Ledge Electrical	192.46
Hass Construction	197.16
Hjort	8,440.00
Houston Engineering	6,909.00
Johnson Hardware	1,135.46
Kanabec County Highway Dept	79.50
Knife River Corporation	1,942.74
Kwik Trip	10.00
Minnesota Energy	1,165.05
Mora Chevrolet	34.95
Northpost	265.00
Novus Glass	425.00
Office Depot	125.78
Power Plan (RDO)	11,081.40
Premier Outdoor Services	755.00
Quality Disposal	164.25
Ringler, Jeremy	300.00

Schiferli, Kevin	230.01
Tomlinson, Tim	24.69
Wallace, Bruce	147.12
Widseth Smith Nolting	2,940.00
Wiacom	675.30
Yotter, Timothy	300.00
36 Claims Totaling:	<u>\$44,045.28</u>

HR Specialist Kim Christenson met with the Board to discuss matters concerning staffing.

Action #10 – It was moved by Craig Smith, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #10 - 6/21/22

Senior Engineering Technician Evaluation

WHEREAS the board did by Resolution #16 – 06/07/22 refer the position of Senior Engineering Technician the pay plan consultant for review, and

WHEREAS the board has been presented with the results of that study;

BE IT RESOLVED to accept the following ranking for the “Senior Engineering Technician” position, which results in Pay Range 14:

Category	Rank	Points
Qualifications	Q49	133
Decisions	d24	52
Problem Solving	p14	55
Relationships	r18	64
Effort A	ea5	4
Effort B	eb15	17
Hazards	H14	20
Environment	N18	26
TOTAL POINTS		371

Action #11 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to approve the following resolution:

Resolution #11 - 6/21/22

WHEREAS, the policy of the State of Minnesota as declared in Minnesota Statutes 353.63 is to give special consideration to employees who perform hazardous work and devote their time and skills to protecting the property and personal safety of others; and

WHEREAS, Minnesota Statutes Section 353.64 permits governmental subdivisions to request coverage in the Public Employees Police and Fire plan for eligible employees of police or sheriff departments whose position duties meet the requirements stated therein and listed below.

BE IT RESOLVED that Kanabec County hereby declares that the position of Deputy, currently held by our current and future part time employees, meets all of the following Police and Fire Plan membership requirements:

1. Said position requires a license by the Minnesota peace officer standards and training board under sections 626.84 to 626.863 and this employee is so licensed;
2. Said position's primary (over 50%) duty is to enforce the general criminal laws of the state;
3. Said position charges this employee with the prevention and detection of crime;
4. Said position gives this employee the full power of arrest, and
5. Said position is assigned to a designated police or sheriff's department.

BE IT FURTHER RESOLVED that this governing body hereby requests that the named employee be accepted as a member of the Public Employees Police and Fire Plan effective the date of this employee's initial Police and Fire Plan salary deduction by the governmental subdivision.

Action #12 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #12 - 6/21/22

WHEREAS policy #P-106 states that job descriptions for existing positions that change substantively must be reviewed by the Board; and

WHEREAS policy #P-106 further states that the Board may authorize sending the revised job description to the pay consultant for scoring; and

WHEREAS the job description for the EDA Executive Director has been updated resulting in substantive changes; and

WHEREAS the job description for the EDA Executive Director has been reviewed by the EDA Board Chair; and

WHEREAS the EDA Board Chair and Personnel Director concur on the proposed updates on said job description; and

WHEREAS the Board has examined and evaluated the information;

BE IT RESOLVED to approve sending the updated job descriptions to the pay consultant for review and scoring.

Action #13 – It was moved by Dennis McNally, seconded by Rick Mattson, and carried unanimously to change the temporary status of the part-time Secretary in Highway to a regular part-time status, and to proceed with filling said position.

County Coordinator Kris McNally led a discussion regarding a request for approval to change the date of a gambling event.

Action #14 – It was moved by Dennis McNally, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #14 – 6/21/22

WHEREAS on May 3, 2022 the Kanabec County Board of Commissioners approved a request by TLC of Kanabec County DBA Kick Cancer to the Curb for lawful gambling within Kanabec County, and

WHEREAS the at the time of the approval the application was complete, included all necessary documentation, appeared in accordance with County Policies and the applicant and facility owners were in good standing status with the County, and

WHEREAS, TLC of Kanabec County DBA Kick Cancer to the Curb is requesting a change of date for their event, and

WHEREAS the applicant and updated facility owners are currently in good standing status with the County, and

WHEREAS the MN Gambling Control Board has provided guidance on the process for this change,

BE IT RESOLVED the Kanabec County Board of Commissioners approves the change of date from August 6, 2022 to August 13, 2022 for TLC of Kanabec County DBA Kick Cancer

to the Curb event to be held at the Deanna Lilienthal Residence 2867 Rainbow St, Brook Park, MN 55007.

County Coordinator Kris McNally led a discussion regarding the creation of an assigned fund for K-9 Unit donations.

Action #15 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to approve the following resolution:

Resolution #15 – 6/21/22

Creation of K9 Unit- Assigned Fund

WHEREAS the Kanabec County K9 Unit is a new program within the Sheriff's Department and was initially funded by American Rescue Plan dollars, and

WHEREAS the K9 Unit has received donations and continues to receive financial donations intended to support the program and help the unit remain as self-sustaining as possible; and

WHEREAS creation of an assigned revenue fund will allow donations to remain designated for K9 Unit use only and carry over from year to year; and

THEREFORE BE IT RESOLVED to approve the creation of an assigned fund for K9 Unit donations;

BE IT FURTHER RESOLVED that the account number will be 01-201-201-8260.

County Coordinator Kris McNally led a discussion regarding the County mileage reimbursement rate.

Action #16 – It was moved by Rick Mattson, seconded by Craig Smith and carried unanimously to approve the following resolution:

Resolution #16 – 6/21/22

Mileage Reimbursement

WHEREAS on January 4, 2022 the Kanabec County Board of Commissioners approved the 2022 mileage reimbursement rate of \$0.585 consistent with the IRS federal mileage reimbursement rate; and

WHEREAS on June 9, 2022 the IRS announced an adjustment to the federal mileage rate to \$0.625 per mile for business use effective July 1, 2022;

THEREFORE BE IT RESOLVED that effective July 1, 2022 the federal mileage reimbursement rate of \$0.625 per mile is the official rate for Kanabec County mileage reimbursements.

County Coordinator Kris McNally led a discussion regarding Preliminary 2023 Budget Goals. The Board expressed consensus to advise department heads to set a preliminary budget target not to exceed a 3% increase.

The Commissioners gave reports regarding the boards and committees in which they participate. Information only, no action was taken.

Judge Hiljus and Court Administrator Heather Mickelson met with the County Board to give an update regarding the Court System in Minnesota and Kanabec County.

10:37am – The Chairperson called for public comment. Those that responded included:

Jeff Kramer	Comments regarding court records being available online to the public and the determination of COVID transmission rates by the CDC.
Byron Robyn	Comments regarding the setting of prices on tax forfeit parcels.
Tina Simons	Comments regarding a controversial book in the East Central Regional Library.
Mary Doughty	Comments regarding a controversial book in the East Central Regional Library.
Pam Mattson	Comments regarding support of the County EDA.

10:54am – The Chairperson called for public comment online three times. None responded.

10:55am – The Chairperson closed public comment.

10:55am – The Board of Commissioners took a five minute break.

11:04am – The Board of Commissioners reconvened.

The Commissioners continued to give reports regarding the boards and committees in which they participate. Information only, no action was taken.

Future agenda items: Discuss splitting and selling a 360 acre tax forfeit parcel in Peace Township.

11:15am – The Chairperson closed the meeting pursuant to the Open Meeting Law, MN Statute §13D.03 to discuss matters related to labor negotiations strategy. Those present during the closed portion of the meeting include Commissioners Les Nielsen, Rick Mattson, Dennis McNally, and Craig Smith; as well as County Coordinator & Personnel Director Kris McNally and HR Specialist Kim Christenson.

Action #17 – It was moved by Rick Mattson, seconded by Dennis McNally and carried unanimously to return to open session at 12:14pm.

Action #18 – It was moved by Craig Smith, seconded by Rick Mattson and carried unanimously to adjourn the meeting at 12:15pm and to meet again in regular session on Tuesday, July 5, 2022 at 9:00am.

Signed _____

Chairperson of the Kanabec County Board of Commissioners,
Kanabec County, Minnesota

Attest: _____

Board Clerk

Agenda Item #2

Paid Bills 7/5/22

<u>Vendor</u>	<u>Amount</u>	<u>Purpose</u>	<u>Dept</u>
Anderson, Peter	500.00	Driveway Permit Refund	Highway
Chamberlain Oil	377.88	Shop Supplies	Highway
Dearborn National Life Insurance Co	773.97	7.22 Short Term Disability Premiums	Employee Benefits
East Central Energy	1,151.40	Intersection Lighting	Highway
East Central Energy	220.55	Intersection Lighting	Highway
Friday, Thomas	500.00	Driveway Permit Refund	Highway
Health Partners	6,486.88	7.22 Dental Insurance Premiums	Employee Benefits
Kanabec County Auditor HRA	12,000.00	Retirement Payments	HR
Kanabec County Auditor HRA	44,520.00	3Q 2022 HRA County Contributions	Various
Kanabec County Auditor-Treas	8,707.03	Vehicle Leases & Maintenance	Various
Lantz, Tyler	575.00	Driveway Permit & Mailbox Refund	Highway
Life Insurance Company of North America	684.63	7.22 Accident, Group Hospital, Critical Illness Insurance Premiums	Employee Benefits
McCain, Donovan	500.00	Driveway Permit Refund	Highway
McElhaney, Jamison	500.00	Driveway Permit Refund	Highway
Minnesota Energy Resources Corp	9,630.26	Gas Utilities	Various
Minnesota Energy Resources Corp	52.74	Natural Gas for Garage	Highway
MNPEIP	10,912.16	6.22 Health Reserves	HR
MNPEIP	140,965.48	7.22 Health Insurance Premiums	Employee Benefits
Mora Municipal Utilities	15,205.33	Elec & Water- Courthouse, Jail, Old Jail, PSB	Various
Mora Municipal Utilities	970.21	Hwy Electric & 205th Ave Metered	Highway
The Hartford Priority Accounts	6,266.17	7.22 Life Insurance & Long Term Disability Premiums	Employee Benefits
Verizon Wireless Aircards	1,464.60	Aircards	Various
VSP Insurance Co	540.62	7.22 Vision Insurance Premiums	Employee Benefits
23 Claims Totaling: <u>\$ 263,504.91</u>			

Agenda Item #3a

Regular Bills - Revenue Fund

Bills to be approved: 7/5/22

Department Name	Vendor	Amount	Purpose
ASSESSOR	MAAP	190.00	MAAP Membership (KK), Membership/Annual Workshop (AM)
ASSESSOR	MNCCC LOCKBOX	90.00	MNCCC Annual Conference (TV)
		280.00	
AUDITOR	Kanabec Publications	1,122.54	Publish Notice of Expiration of Redemption, 6/16/22 & 6/23/22
		1,122.54	
BUILDINGS MAINTENANCE	MEI Total Elevator Solutions	79.00	Service Call, Courthouse Elevator
BUILDINGS MAINTENANCE	Oslin Lumber	125.46	Screws, Nails, Misc, Hardware, Slab
BUILDINGS MAINTENANCE	RJ Mechanical	210.00	Investigated Liebert Unit (Cooling System) at Jail
		414.46	
COMPUTER EXPENSES	MNCCC LOCKBOX	90.00	MnCCC Annual Conference (KM)
		90.00	
COUNTY ATTORNEY	Axon Enterprises Inc.	480.00	Evidence Software
COUNTY ATTORNEY	Foster, Deborah	85.00	Partial Transcript of Trial
COUNTY ATTORNEY	ODP Business Solutions LLC	17.42	Office Envelopes
COUNTY ATTORNEY	River Valley Forensic Services, P.A.	2,400.00	Medical Examiner Testimony
COUNTY ATTORNEY	Thomas Reuters - West	2,040.00	Criminal Books for 2022
		5,022.42	

COUNTY EXTENSION	Regents of the University of MN	<u>19,237.25</u> 19,237.25	Apr-Jun 2022 MOA Billing
COUNTY RECORDER	PRIA	<u>60.00</u> 60.00	PRIA Membership
COURT ADMINISTRATOR	Mora Psychological Services, PLLC	<u>1,815.00</u> 1,815.00	Extended Juvenile Jurisdiction/Certification Study
EAST CENTRAL REGIONAL LIBRARY	East Central Regional Library	<u>82,422.50</u> 82,422.50	2nd Half of Appropriation
ELECTIONS	Election Systems & Software Inc	380.32	Locking Ballot Box
ELECTIONS	Snyder, Denise	140.78	Mileage to Elections Conference at Craguns & Duct Tape for OmniBallot Marking
ELECTIONS	Tri State Surplus Co	<u>1,484.44</u> 2,005.54	Shelving
EMPLOYEE WELLNESS	Card Services (Coborn's)	<u>111.61</u> 111.61	Wellness Committee Snack Station
ENVIRONMENTAL SERVICES	Rupp, Anderson, Squires & Waldspurger, PA	1,285.76	Environmental Service/Land Use Quarterly Retainer & Online Legal Research
ENVIRONMENTAL SERVICES	Wickeham, Teresa	90.09	Mileage Reimbursement for Planning and Zoning District Meeting in Carlton
		<u>1,375.85</u>	
INFORMATION SYSTEMS	CW Technology	2,565.00	Service Contract Renewal
INFORMATION SYSTEMS	CW Technology	<u>188.00</u> 2,753.00	Service Contract Renewal
PUBLIC TRANSPORTATION	Auto Value	362.58	Bus Parts

PUBLIC TRANSPORTATION	C & D Auto	1,162.60	Bus Repairs & DOT Inspection
PUBLIC TRANSPORTATION	Curtis, Michael	494.91	Volunteer Mileage
PUBLIC TRANSPORTATION	Hoefert, Robert	764.60	Volunteer Mileage
PUBLIC TRANSPORTATION	Kanabec County Highway Department	481.88	Van Repairs, Bus Repairs, Bus Oil Change, Bus Fuel
PUBLIC TRANSPORTATION	Kanabec County Information Systems	4,200.00	2022 Service and Support Contracts
PUBLIC TRANSPORTATION	Manthie, Wendy	43.29	Volunteer Mileage
PUBLIC TRANSPORTATION	Mora Municipal Utilities	239.75	Utilities
PUBLIC TRANSPORTATION	Nelson, Jerry	406.58	Volunteer Mileage
PUBLIC TRANSPORTATION	Van Alst, Lillian	570.96	Volunteer Mileage
		8,727.15	
SANITATION	East Central Solid Waste Commission	192.38	Highway Dept Mixed Solid Waste and Electronic & Appliance
		192.38	
SHERIFF	Arrowhead Scientific, Inc.	97.68	Photo Evidence Tents with Scale
SHERIFF	Axon Enterprises Inc.	611.64	Tasers
SHERIFF	Michael Keller, Ph.D., L.P.	675.00	Psych Evaluation - New Employee
		1,384.32	
SHERIFF - 911 EMERGENCY	Michael Keller, Ph.D., L.P.	650.00	Psych Evaluation - New Employee
		650.00	
SHERIFF - JAIL/DISPATCH	IT SAVVY	1,566.80	Computers (2)
SHERIFF - JAIL/DISPATCH	Stellar Services	84.08	Canteen
SHERIFF - JAIL/DISPATCH	Summit Food Service Management	4,003.32	Inmate Meals 6/11/22-6/17/22
		5,654.20	
STATE FISCAL RECOVERY ARP	HR Green Fiber and Broadband, Inc	2,160.98	Broadband Feasibility Study Services
		2,160.98	
TAX & PENALTY	Roppe, Eylcia	23.00	2022 Prepay Refund 22.92020.02

TAX & PENALTY	Stigen, Jackie	42.00	2022 Prepay Refund 06.91400.00
TAX & PENALTY	Van Fossen, Wayne & Christine	14.00	2022 Prepay Refund 10.90020.05
TAX & PENALTY	Yocum, David & Kelly	27.00	2022 Prepay Refund 10.90021.05
		106.00	
UNALLOCATED	Quadient Leasing USA, Inc.	2,086.20	Postage Machine Lease - Courthouse & PSB
		2,086.20	
VETERAN SERVICES	Bliss, Erica	312.34	Remaining Airfare/Insurance & Oriental Trading Co Summer Event Swag
VETERAN SERVICES	Bliss, Erica	1,102.55	Hyatt Regency/NACVSO
VETERAN SERVICES	BlueStar Graphics	50.00	Decals for Packet Folders
VETERAN SERVICES	Mora Bakery	32.06	Donuts - Coffee Talk
		1,496.95	
WELFARE	NAMI Minnesota	200.00	Employer Workshops
		200.00	
53 Claims Totaling:		\$ 139,368.35	

Agenda Item #3b **Regular Bills - Road & Bridge** **Bills to be approved: 7/5/22**

Vendor	Amount	Purpose
Auto Value	3,955.00	Repair parts
Berndt, Steve	235.00	Uniform Allowance
Bjorklund Companies	55.76	Gravel
Boyer Trucks	67.02	Repair parts
Campbell, Gary	1,050.00	Beaver removal
DeJong, George	159.32	Uniform Allowance
Grainger	74.96	Repair parts
Houtsma, Brandon	300.00	Beaver removal
Kanabec County Highway Dept	65.47	Petty Cash, Postage
Magnuson, Dale	39.92	Uniform Allowance
Northern Lines Contracting	347,147.97	SAP 033-610-019 CSAH 10 pay request 7
Schiferli, Kevin	47.09	Uniform Allowance
Towmaster	113,725.00	Plow truck body 2022
USIC	340.00	Locates
Widseth Smith Nolting	4,573.50	Engineering
Ziegler	763.24	Repair parts
16 Claims Totaling:	<u>472,599.25</u>	

Agenda Item #4

July 5, 2022

REQUEST FOR BOARD ACTION

a. Subject: Gambling Request	b. Originating Department/Organization/Person: Ann Lake Watershed Alliance
c. Estimated time: 2 Minutes	d. Presenter(s): None

e. Board action requested: Approve the following resolutions:

Resolution #__ – 7/5/22

WHEREAS the Kanabec County Board of Commissioners has been presented with a request for lawful gambling within Kanabec County, and

WHEREAS the application was complete, included all necessary documentation, appears in accordance with County Policies and the applicant and facility owners are in good standing with the County;

BE IT RESOLVED to approve the Application to Conduct Excluded Bingo for Ann Lake Watershed Alliance for bingo events to be held on July 24, 2022 and November 20, 2022 at Firepit Bar & Grill, 1434 Ann Lake Rd, Ogilvie, MN 56358.

f. Background:

Supporting Documents: None: **Attached:** ☒

Date received in County Coordinators Office:	6/23/22
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Coordinators Comments:

LG240B Application to Conduct Excluded Bingo

No Fee

11/17
Page 1 of 2

ORGANIZATION INFORMATION

Organization Name: Ann Lake Watershed Alliance Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: _____ Federal Employer ID Number (FEIN), if any: 41-1441738

Mailing Address: PO Box 1

City: Ogilvie State: MN Zip: 56358 County: Kanabec

Name of Chief Executive Officer (CEO): Sharon Smith

CEO Daytime Phone: 763-291-4197 CEO Email: sharon.smith@charter.net
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): walt.smith@charter.net

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **Current calendar year Certificate of Good Standing**

Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**

Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☐ Yes ☒ No

If yes, list the dates when bingo was conducted: _____

The proposed bingo event will be:

☒ one of four or fewer bingo events held this year. Dates: July 24 & Nov 20, 2022

-OR-

☐ conducted on up to 12 consecutive days in connection with a:☐ county fair Dates: _____☐ civic celebration Dates: _____☐ Minnesota State Fair Dates: _____Person in charge of bingo event: Sharon Smith Daytime Phone: 763-291-4197Name of premises where bingo will be conducted: Firepit Bar & GrillPremises street address: 1434 Ann Lake RdCity: Ogilvie If township, township name: _____ County: Kanabec

LG240B Application to Conduct Excluded Bingo

11/17
Page 2 of 2

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

<p align="center">CITY APPROVAL for a gambling premises located within city limits</p> <p>On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.</p> <p>Print City Name: _____</p> <p>Signature of City Personnel: _____</p> <p>Title: _____ Date: _____</p>	<p align="center">COUNTY APPROVAL for a gambling premises located in a township</p> <p>On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.</p> <p>Print County Name: _____</p> <p>Signature of County Personnel: _____</p> <p>Title: _____ Date: _____</p>
<p align="center">The city or county must sign before submitting application to the Gambling Control Board.</p>	
<p>TOWNSHIP (if required by the county) On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date: _____</p>	

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Sharon L. Smith Date: 6/20/22
(Signature must be CEO's signature; designee may not sign)

Print Name: Sharon Smith

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:
Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **LIST OF LICENSEES** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board

will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board

members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

An equal opportunity employer

Office of the Minnesota Secretary of State
Minnesota Nonprofit Corporation/Annual Renewal
Minnesota Statutes, Section 5.34



Annual Renewal Year: **2021**

Annual Renewal Filing Date: **10/6/2021**

Nonprofit Corporation Name: **Ann Lake Watershed Alliance**

Original Filing Number: **G-1020**

Home Jurisdiction: **Minnesota**

Filing Party Information:

Party Type: **President**
Name: **Jeff Hamme**

Address:
PO Box 1 Ogilvie MN 56358

Registered Office Address: **1434 Ann Lake Rd Ogilvie MN 56358**



Work Item 1261772900025
Original File Number G-1020

STATE OF MINNESOTA
OFFICE OF THE SECRETARY OF STATE
FILED
10/06/2021 11:59 PM

A handwritten signature in black ink that reads "Steve Simon".

Steve Simon
Secretary of State

Agenda Item #5

July 5, 2022

REQUEST FOR BOARD ACTION

a. Subject: Staff Appreciation Lunch	b. Origination: Coordinator's Office
c. Estimated time: 10-15 minutes	d. Presenter(s): Kris McNally, Coordinator

e. Board action requested:

Request Board support and assistance at the proposed staff appreciation lunch tentatively scheduled for August 16th.

f. Background:

In 2021, the Coordinator's Office hosted a lunch for the county employees in acknowledgement of the Governor's declaration of County Employee Appreciation Day. The lunch expenses were paid for by the department heads. The Commissioners and Department Heads helped set-up, serve and clean up.

The meal was well received by the employees and the Coordinator's is proposing to host a similar event on August 16th, 2022.

Supporting Documents: None ☒ Attached:

Date received in County Coordinators Office:

Coordinators Comments: