

John M. Scott Health Commission

July 22, 2020

Virtual Meeting via Zoom

Approved September 23rd, 2020

Attendance: Holly Ambuehl, Sue Grant, John Couillard, Deb Halperin, James Swanson, Colton Sylvester, Bernie Wrezinski, Angie Chasensky, Feli Sebastian, Karen Stipp, and Judy Neubrauer

Regrets:

Absent:

Staff Administrator: Jennifer Toney, Zach Fabos

Meeting was called to order 5:36 pm by Holly Ambuehl

Welcome and Introduction

- Holly opened the meeting with an explanation of video and audio recording consent form. She then explained the use of “Robert’s Rules of Order” to manage commission procedure.
- Introductions made for new commissioners
- Consent Agenda
 - Sue moved to approve consent agenda; seconded. Motion carried.

Staff Administrator’s Report:

- Explanation of the contents of the meeting agenda for new commissioners. Developing grant application software with Neighborly will be prioritized for the upcoming grant cycle. Court reports are behind at the moment, however, they have been prepared and are waiting for review by the courts. Fiscal Year 2020’s court report will be ready for review by the commission in August. Future commission meetings will be held on Zoom until at least November. Meeting packets will always contain bank reports, invoices to be paid, and “Vanguard” account statements. Official job descriptions for the staff administrator and Stevenson Fellow will be provided to the Commission in August. Developing a shared storage space will be prioritized, and will be made available to commissioners. Meeting minutes for 2020 need to be updated on the city’s website. In the future grant application deadlines will be shifted as to encourage schools to apply.

Chair Report:

- Holly intends on laying the ground for the transition of her position as Commission Chair for a new commissioner to hold the position. This transition will take place at the end of Holly’s term as chair in April 2021.
- Neighborly grant software needs to be prioritized for completion in August. Descriptions of the new commissioners assignments will be provided by the next meeting in August.

- Explanation of the importance of disclosing any conflicts of interest.
 - Holly will abstain from decisions related to Mid Central Community Action due to a conflict.
- The commission will prioritize racial diversity in future grant recipients and commission membership.

Finance Committee

- Demonstration of “Vanguard Master Worksheet” by Holly
 - Inquiry from Bernie Wrezinski on monthly availability of financials
 - Financials are kept available for commissioners online and provided in the meeting packets.
- Bernie Wrezinski will discuss market volatility with an analyst for advice on trust funds.

Grant Committee

- Fiscal Year 2020 Grant Reports Summary presentation will be given at the August meeting, as suggested by Holly.

Nominating Committee

- Announcement of resignation by Commissioner Deb Halperin. New commission nominee applications will be reviewed by Holly for the August meeting. Candidates of color will be prioritized.

Adjournment

- Karen Stipp motions to adjourn Angi Chasensky seconds. Motion passed.

Submitted by Zach Fabos