

## Request for Board Action Details

**File #:** 2021-659

**Type:** Administrative Item      **Status:** Passed

**In control:** Board of Commissioners

**On agenda:** 12/14/2021      **Final action:** 12/14/2021

**Title:** Appointment of Sara Hollie, Director - Public Health, as the Community Health Services Administrator and Agent of the Saint Paul - Ramsey County Community Health Board.

**Sponsors:** Public Health

**Indexes:**

**Code sections:**

**Attachments:** 1. Resolution

Date	Ver.	Action By	Action	Result
12/14/2021	1	Board of Commissioners	approved	Pass

**Sponsor:** Public Health

**Title**

Appointment of Sara Hollie, Director - Public Health, as the Community Health Services Administrator and Agent of the Saint Paul - Ramsey County Community Health Board.

**Recommendation**

Appoint Sara Hollie, Director - Public Health, as the Community Health Services Administrator and Agent of the Saint Paul - Ramsey County Community Health Board.

**Background and Rationale**

Minnesota state statutes require each community health board to appoint a Community Health Services (CHS) Administrator and Agent of the Saint Paul - Ramsey County Community Health Board. Minnesota Administrative Rules § 4736.0110 sets forth minimum required qualifications for CHS administrators to ensure qualified public health leadership at the local level. The CHS administrator is responsible for the following, in alignment with the Local Public Health Act and the assurances and agreements.

- Assure the community health board meets the requirements of Minn. Stat. § 145A (Local Public Health Act), as well as relevant federal requirements.
- Assure the community health board meets the responsibilities outlined in the Local Public Health assurances and agreements.
- Provide input and involvement in local and state public health policy development (as well as national, where applicable).
- Communicate public health matters to the Ramsey County Board of Commissioners/community health board.
- Coordinate (or assure) the Local Public Health assessment and planning cycle.
- Possess oversight and approval of Local Public Health Act annual reporting.
- Participate in State Community Health Services Advisory Committee (SCHSAC) and on SCHSAC workgroups.
- Possess signature authority for routine matters of the community health board (serve as the Agent of

the Board).

The resolution associated with this action, requests board approval for Sara Hollie, Director - Public Health, to serve as the CHS Administrator and as the Saint Paul - Ramsey County Community Health Board's agent and be granted signature authority for routine matters of business with the Minnesota Department of Health, such as communication, signing and submitting financial and program reports as well as grant applications.

**County Goals** (Check those advanced by Action)

- Well-being       Prosperity       Opportunity       Accountability

**Racial Equity Impact**

Ramsey County's vision for a vibrant community where all are valued and thrive is dependent on being a community where all residents can experience fair outcomes and opportunities for advancement and growth. Public Health programs and services are directly and indirectly connected to the health and well-being of all residents. Public Health, under the guidance of the Public Health Director, has an important role and responsibility to advance racial and health equity with an emphasis on social determinants of health and reaching Black, American Indian and other underserved communities in Ramsey County.

**Community Participation Level and Impact**

The Minnesota Department of Health provides numerous opportunities for grant funding based on assessments of the needs of Minnesota's residents. Public Health engages county residents to align programming to meet their needs and applies for grants that support that work. Participation includes membership on advisory committees, work with trusted messengers and community partners that represent the diverse communities served, and a strong alignment with the Racial and Health Equity Administrators and Liaisons to advance racial and health equity through shared community power.

- Inform       Consult       Involve       Collaborate       Empower

**Fiscal Impact**

There is no fiscal impact associated with this board action.

**County Manager Comments**

No additional comments.

**Last Previous Action**

None.

**Attachments**

None.