

**SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD**

MINUTES

Date:	December 18, 2013	Opened:	9:00 am
Place:	Lyon County Government Center, Rooms 1 & 2 Marshall, Minnesota	Adjourned:	9:24 am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, December 18, 2013 in Commissioners' Rooms 1 & 2 at the Lyon County Government Center, 607 West Main Street in Marshall, Minnesota. The meeting was called to order by Vice-Chair Magnus. The Pledge of Allegiance was said.

Members present:	Jeane Anderson Marvin Tinklenberg Lois Schmidt Butch Miller Bob Moline Donald Evers (Alternate) Bob Jarchow Gerald Magnus Stephen Ritter Rick Anderson Ron Boyenga Al Kokesch Priscilla Klabunde Carol Ann Flahaven Pam VanOverbeke
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Member(s) absent:	Curt Blumeyer Joan Jagt Rich Bakken
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Staff present	Cindy Nelson Chris Sorensen Krista Kopperud Jenifer Klein Michelle Buysse Jennifer Beek Idriss Ibrahim Marie Meyers Judy Pitzl Stacy Jorgensen	Nancy Walker Carol Biren Karla Drown Dale Hiland Sherry Marks Amy Otterson Kristin Deacon Dawn Jenniges Karri Harvey Ardis Henriksen
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Vice Chair Magnus asked if there were any additions or deletions to the agenda for the meeting. There were none. He asked if any Board member wished to identify a conflict of interest. None were identified for this meeting. He asked if there were any additions or corrections to the minutes of the November 20, 2013 meeting. Motion by Moline and second by Ritter: To approve the Consent Agenda as presented. The motion carried unanimously.

Vice Chair Magnus asked Deputy Director Walker to come forward to present the Financial Report. Deputy Director Walker reviewed the cash balance sheet, stating that the agency's cash balance is down by approximately \$400,000. In reviewing the funds, Deputy Director Walker stated that the Health Services fund is 22% over budget

in the area of revenue and 8% over budget in expenditures, with a positive fund balance of \$400,000, and the Human Services fund is 5% below budget in revenues and 2% above budget in expenditure, with a deficit of \$1.5 million. Deputy Director Walker stated that, because the agency will be managing its own health insurance plan, the payments will be handled differently. Karla Drown, Accounting Supervisor, has set up a separate fund, which is a requirement of any agency who has its own plan. It was asked if it would be possible to receive a monthly report showing premiums collected against claims paid out and Deputy Director Walker stated that would be a possible report. She commented that a refund of \$3,500 from prepaid premiums would be received from the service coop. Moline asked Deputy Director Walker if she would continue to have a seat the Service Coop Board. She stated that she had already resigned from that Board. Motion by Jarchow and second by Anderson: To move the Financial Report forward to the Governing Board for acceptance. The motion carried.

Vice Chair Magnus asked if there were any questions or comments related to the caseload numbers. Director Sorensen stated that the Board would start to see a change in how the numbers get reported with the information for the month of January.

Director Sorensen stated that the Social Services Policy Number 25 – CCDT Fund – Rule 25 Assessments has been changed to reflex the standard use of the acronym for the agency name and to indicate an increase in the fee charged for a chemical use assessment from \$125 to \$150, as well as an increase from \$25 to \$50 for each missed appointment. Motion by Johnson and second by Schmidt: To approve the revision to Social Services Policy Number 25 – CCDT Fund – Rule 25 Assessments as presented. The motion carried unanimously.

Director Sorensen stated that Social Services Policy Number 26 – Fees: 24-Hour Out-of-Home Care – Collection and Waive or Reduce Fees has been revised to reflect changes in statutory references. Motion by Miller and second by Schmidt: To approve the revision to Social Services Policy Number 26 – Fees: 24-Hour Out-of-Home Care – Collection and Waive or Reduce Fees as presented. The motion carried.

Director Sorensen stated that the only thing that has been changed on the 2014 Budget from the last presentation is that the budget is now balanced. There has been funding built into the budget for seven (7) new FTEs for 2014, to cover the additional staff that will be needed for the rollout of MNChoices, but much of that cost will be covered by how the time study is handled. The agency will be spending a little more overall in Social Services. This final budget is very similar to what the Board saw on the first presentation in August. An increase of 3% in payroll has been included in the budget. Motion by Ritter and second by Boyenga: To approve moving the 2014 Budget forward to the Governing Board for final approval. The motion carried.

Vice Chair Magnus asked if there was anything further to bring before the Board. Hearing nothing, he declared the meeting adjourned at 9:24 am.

Approved _____ Date

Authorized _____
Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director