



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: January 17, 2024

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:03 a.m.

Adjourned: 10:09 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, January 17, 2024 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Director Beth Wilms. The Pledge of the Allegiance was said.

Members present:

Jeane Anderson
Gary Crowley
Steve Hauswedell
Maydra Maas
Suanne Ohme
Mic Vandever
Jim Salfer
Lois Schmidt

Todd Draper
Greg Burger
Doug Nagel
Jackie Meier
Rick Wakefield
Dennis Welgraven
Dan Wildermuth
Gary Overgaard

Members absent:

Joan Jagt
Les Nath

Staff present:

Carol Biren
Stacy Jorgensen
Stacey Longtin
Amy Lueck
Cindy Nelson
Ann Orren
Lisa DeBoer
Kasey Stangeland
Janet Bush

Monica Christanson
Nancy Walker
Beth Wilms
Chantelle Fogelson
Christine Versaevel
Amy Mead
Amy Johnson
Ashley Gustafson
Jennifer Nelson

C. Election of Officers

1. Director Beth Wilms opened the election of officers, starting with the Governing Board.

1a. Director Beth Wilms called for nominations for Governing Board Chairperson, motion by Commissioner Wakefield, second by Commissioner Welgraven to elect Greg Burger as Governing Board Chairperson. Director Wilms called three times for other nominations, hearing none, the motion carried unanimously. This will be Greg Burgers second year as the governing board chair.

1b. Chairperson Burger opened nominations for Vice Chair of the Governing Board. Motion by Commissioner Wildermuth second by Commissioner Welgraven to elect Gary Crowley. Chairperson Burger called three times for other nominations, hearing none, the motion carried unanimously.

1c. Chairperson Burger opened nominations for Chairperson for the Human Service Board. Motion by Commissioner Wakefield, second by Commissioner Overgaard to elect Commissioner Wakefield as Chairperson for Human Services Board. Chairperson Burger called three times for other nominations, hearing none, the motion carried unanimously.

1d. Chairperson Burger opened nominations for Vice Chair of Human Services Board. Motion by Commissioner Wakefield second by Commissioner VanDeVere to elect Commissioner Nagel as Vice Chair of the Human Services Board. Chairperson Burger called three times for other nominations, hearing none, the motion carried unanimously.

1e. Chairperson Burger opened nominations for Chairperson for the Community Health Board. Motion by Commissioner Wildermuth and second by Commissioner Overgaard to elect Commissioner Welgraven as Chairperson of the Human Services Board. Chairperson Burger called three times for other nominations, hearing none, the motion carried unanimously.

1d. Chairperson Burger opened nominations for Vice Chair of the Community Health Board. Motion by Commissioner Welgraven second by Commissioner Nagel to elect Commissioner VanDeVere as Vice Chair of the Community Health Board. Chairperson Burger called three times for other nominations, hearing none, the motion carried unanimously.

2. Appointment of Adult Mental Health Consortium members

Director Beth Wilms came forward to have members join the Adult Mental Health Consortium which represents 18 counties in Southwest Minnesota. Murray county has appointed Commissioner Meier, Lyon County has appointed Rick Anderson. Commissioner Hauswedell is representing Lincoln County, Commissioner Wildermuth is representing Pipestone county, Commissioner Burger representing Rock County, and Commissioner Salfer is representing Redwood County.

- D. Chairperson Wakefield asked if there were any additions or changes to the agenda. None were identified. Chairperson Wakefield asked if anyone had a conflict of interest to identify. None were identified. He asked if there were any corrections or additions to the minutes of the December 20, 2023 meeting. There were none. Motion by Commissioner Salfer second by Commissioner Nagel to approve the Consent Agenda. The motion carried unanimously.
- E. Introduction of New Staff:
Director Beth Wilms came forward to introduce new staff.
- Amy Johnson, Social Worker- Long Term Care, Pipestone
 - AnnaMarie Conte, Social Worker- Child Protection, Redwood Falls
 - Becky Peterson, Eligibility Worker, Redwood Falls
 - Elizabeth Pitzl, Office Support Specialist, Sr., Marshall
- F. Employee Recognition:
Director Beth Wilms indicated that staff are present to receive recognition.
- Amy Mead, Office Support Specialist Sr.- Marshall, 1 year
 - Kasey Stangeland, Case Aide- Pipestone 1 year
 - Ashley Gustafson, Public Health Educator- Pipestone 5 years
 - Janet Bush, Registered Dietitian- Pipestone 10 years
- G. Financial-
Lisa DeBoer, Director of Business Management, came forward with the financials for the month of December. The month of December started out with a beginning balance in checking of \$2,855,030 and ended at \$3,522,186. We ended December with an overall cash & investment balance of \$14,612,669. When excluding the designated funds, the ending balance for the month was \$12,498,769; which is up approximately \$1.9M from last year at this time. If also considering other restricted funding sources (MA, Prime West Grant, etc.) of \$1.0M then we are only up \$900,000. The self-insurance fund was at \$1,271,164 as of the end of the month with the \$350,000 transfer. Without the transfer, the fund is up by \$297,741 from the prior year. To date, that fund balance is at \$1,249,559. The Fund Balances for Fund 01 (PH) was \$3,969,890 and Fund 05 (HS) was at \$8,528,879. Looking at the numbers from a budget prospective for month end Public Health is 1% over budget for revenues and 3% under budget for expenditures. Overall to date, revenues exceeded expenditures by \$153,667. For the Human Services perspective we are 7% over budget for revenues and 0% or at budget for expenditures. Overall to date, revenues exceeded expenditures by \$1,971,269. Director Beth Wilms added that we will be working with Prime West to ensure we are doing everything we can on capturing revenue. Motion by Commissioner Wildermuth, second by Commissioner Draper to forward the financials to the Governing Board. The motion carried unanimously.

H. Caseload-

Director Wilms asked if there were any comments or concerns about the caseload. No questions.

I. Discussion/Information-

J. Decision Items

1. Social Services Policy 25 Behavioral Health Fund (BHF)- Rule 25- Comprehensive Assessments
Stacey Jorgenson brought forward some changes to the policy. The assessments for chemical dependency are no longer called Rule 25 assessments for chemical dependency they are now called Comprehensive Assessments for substance use disorder. Also updated the policy by taking out the dollar amount for fee for service rate and changed it to current fee for service rate. Took out wording in the policy that has to do with statue changes. ASAM (American Association of Addiction Medicine) approves the criteria that is on the assessments. The one area of the policy that was added is comprehensive assessment fee will be sent to all MN health plan insurances. Clients that have commercial insurance and also MN Health Plan the fee will be sent through the commercial insurance first and then the MN Health Plan. If the client carries just commercial insurance they will be asked to pay for the assessment fee upfront and then they can go back to their insurance company with the receipt and ask for reimbursement from there. Motion by Commissioner Wildermuth second by Commissioner Welgraven to approve the changes to the policy. The motion carried unanimously.

2. Social Services Policy 13 Family Support Grant Program

Christine Versaevel provided updates to the Policy 13 family Support Grant Program. The changes are reflecting any changes that DHS has made. Children under the age of 25 are now eligible to use this grant and they have changed the criteria on certifying a child disabled. The grant would provide a family a little over \$3,113.99 a year based on the needs of the child. The grant will now be asking for proof of the disability present and proof of the family's annual income. Motion by Commissioner Burger second by Commissioner VanDeVere to approve the changes to the policy. The motion carried unanimously.

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:09 a.m.

Approved Date 2/21/2024

Authorized *Rick Wakefield*
Chairperson, Human Services Board

Chantelle Jorgelson
Recording Secretary, Human Services Board

Attest: *Beckmire*
Director