



SOUTHWEST
HEALTH & HUMAN
SERVICES

**SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD**

MINUTES

Date: March 20, 2024

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:13 a.m.

Adjourned: 11:17 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, March 20th, 2024 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Burger.

Members present:	Gary Crowley	Les Nath
	Steve Hauswedell	Doug Nagel
	Maydra Maas	Rick Wakefield
	Mic Vandever	Dennis Welgraven
	Jeane Anderson	Lois Schmidt
	Dan Wildermuth	Gary Overgaard
	Greg Burger	Todd Draper

Members absent:	Joan Jagt	Suanne Ohme
	Jackie Meier	Jim Salfer

Staff present:	Carol Biren	Lisa DeBoer
	JoAnne Brisk	Nancy Walker
	Chris Cauwels	Beth Wilms
	Chantelle Fogelson	Kristin Deacon
	Cindy Nelson	Ann Orren
	Mariah Cleppe	

P. Call to Order

Q. Consent Agenda-

Chairperson Burger asked if there were any changes to the agenda. There was one addition to the agenda for a decision item. The one decision item, was requesting an additional position for a County Social Worker for prevention. Chairperson Burger 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 February 21, 2024 meeting. None were identified. Motion by Commissioner Wakefield, second by Commissioner Welgraven to approve the agenda and the board minutes as presented with the change. The motion carried unanimously.

R. Financials-

Chairperson Burger asked if there were any questions or comments regarding the financial report as given during the Human Services Board meeting. There were none. Motion by Commissioner VanDeVere, second by Commissioner Crowley to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

S. Human Resources Statistics-

Deputy Director Nancy Walker stated there were changes to the statistics that were provided, with some positions being hired. There were currently 12 openings as of March 20th, 2024.

T. Discussion/Information Items-

1. Southwestern Minnesota Audit Mental Health Consortium Update

Beth Wilms, Director, gave an update on the Consortium. Wilms stated that the Consortium met last Friday the 15th and went over the process of the joint powers and the bylaws. The Consortium is wanting to have a Governing Board that would consist of eighteen Commissioners and eighteen alternates, and they would meet twice a year. There would also be a Operational Board that would consist of eighteen delegates and it was suggested for that board to meet once a month. Wilms stated they don't think there needs to be representative from each of our six counties and perhaps just one from Southwest Health and Human Services. The County Attorney said we have a Joint Power Agreement so that will not work. Wilms stated some of the concerns were the open meeting laws, who would handle data breaches, would there be a need for an IT Contract, and even cyber security insurance. The Board suggested to move forward with having one Commissioner from each county on the Governing Board and two Commissioners from each county on the Operational Board. Wilms will keep the Board updated with any updates that she receives.

U. Decision Items-

1. Amy Marks, County Agency Social Worker (CPS), probationary appointment (6 months), \$27.00 hourly, effective 3/4/2024 – Marshall Office
2. Jessie Stoufer-Mertens, County Agency Social Worker- Children's Intake, probationary appointment (6 months), \$29.50 hourly, effective 3/11/2024 – Redwood Falls Office
3. Amy Mead, Health Services Program Aide, probationary appointment (6 months), \$19.50 hourly, effective 3/11/2024 – Marshall Office
4. Tami Dorenkamper, County Agency Social Worker (CAC/CADI/BI), probationary appointment (6 months), no change to rate in pay, effective 3/18/2024 – Marshall office

5. Brittany Alex, County Agency Social Worker- Children's Welfare, probationary appointment (12 months), \$28.00 hourly, effective 3/11/2024 – Redwood Falls Office
6. Julia Falsetta, Eligibility Worker, probationary appointment (12 months), \$20.07 hourly, effective 3/25/2024 – Marshall Office
7. Nichole Thooft, Case Aide- Parent Educator, probationary appointment (12 months), \$20.50 hourly, effective 4/15/2024 – Marshall Office

Motion by Commissioner Hauswedell second by Commissioner Draper to approve the probationary appointments as presented. The Motion carried unanimously.

8. Request for County Agency Social Worker for Prevention
Cindy Nelson, Division Director of Social Services, came forward to request a new full time Social Worker position for prevention services. Nelson stated that the majority of the position will be financially covered with the Family First Prevention Services Act Federal Grant. There will be around \$6,000 that will be covered with the PSOP Grant. Nelson explained in 2023 there were two hundred families that needed prevention services and only forty were able to be served. Motion by Commissioner Crowley, Second by Commissioner Welgraven to approve the new Full Time Social Worker for Prevention. The Motion carried unanimously.
9. Personnel Policy 08- Employee Resignation
Nancy Walker, Deputy Director, came forward with a change for Personnel Policy 8 regarding Employee Resignation. Walker stated due to the new Employee Safe and Sick Time law employees are now eligible to use medical time in the last two weeks of employment. Medical Leave is no longer existent therefor was deleted from the policy. Motion by Commissioner Welgraven, Second by Commissioner Hauswedell to approve the change in Personnel Policy 8. The Motion carried unanimously.
10. Defensive Driving Request
Nancy Walker, Deputy Director, came forward with a request to purchase Defensive Driving courses. Walker referenced in our Personnel Policy 5 that all staff are required to take Defensive Driving course every three years. The last time this course was offered was in 2021. The course would be all online. She brought forward two quotes and is requesting to use the Minnesota Safety Council Quote for 250 courses with the member price of \$24.10 each totaling \$6,025.00. Walker explained this was in the budget for 2024. Motion by Commissioner Draper, Second by Commissioner Nagel to approve the purchase of defensive driving courses totaling \$6,025.00. The Motion carried unanimously.
11. Request to Renew AppXtender Maintenance Contract
Chris Cauwels, Director of IT, came forward to request to renew the AppXtender maintenance contract totaling \$5,485.00. Cauwels explained that social services and accounting are still using this system and we are required to keep documents for ten years for income maintenance on this system. Motion by Commissioner Draper, Second by Commissioner Overgaard to approve the request to renew AppXtender totaling \$5485.00. The Motion carried unanimously.
12. Donations
13. Contracts


- **Schroyer, Tanya (Pipestone, MN)** – 04/01/24 – 03/30/2025; agreement between parties to be the Pipestone Coalition Stars Leader; \$1500/school year (renewal). *Fiscal Note:*
- **UCARE** – 01/01/24 to ongoing; amendment to contract to remove covered services (amendment). *Fiscal Note:*

Motion by Commissioner Wildermuth second by Commissioner Welgraven to approve the contracts as listed. The motion carried unanimously.

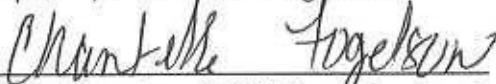
V. Adjournment


Chairperson Burger asked if there were any other questions. Hearing none, he adjourned the meeting at 11:17 a.m.

Approved Date 4-17-2024

Authorized 

Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director