



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: April 17, 2024

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00 a.m.

Adjourned: 10:04 a.m.

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

Members present:	Gary Crowley	Jim Salfer
	Steve Hauswedell	Doug Nagel
	Maydra Maas	Rick Wakefield
	Mic Vandever	Dennis Welgraven
	Jeane Anderson	Lois Schmidt
	Suanne Ohme	Gary Overgaard
	Greg Burger	Todd Draper
	Jackie Meier	

Members absent:	Joan Jagt	Les Nath
	Dan Wildermuth	

Staff present:	Lisa DeBoer	Michelle Buysse
	Nancy Walker	Stacey Strand
	Chris Cauwels	Beth Wilms
	Chantelle Fogelson	Angela Stephens
	Ashley VanOverbeke	Tiffany Bailey
	Cindy Nelson	Ann Orren
	Megan Boerboom	Alex Dvorak
	Brittany Alex	Julia Falsetta
	Kelsie Fuoss	

A. Call to Order-

B. Pledge of Allegiance-

C. Consent Agenda-

Chairperson Wakefield asked if there were any additions or changes to the agenda. 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 March 20, 2024 meeting. There were none. Motion by Commissioner Draper, second by Commissioner Crowley to approve the Consent Agenda. The motion carried unanimously.

D. Introduction of New Staff-

Director Beth Wilms came forward to introduce new staff.

- Brittany Alex, Social Worker (CW)- Redwood Falls
- Julia Falsetta, Eligibility Worker- Marshall

E. Employee Recognition-

Director Beth Wilms indicated that staff are present to receive recognition.

- Chris Cauwels, IT Director- Marshall, 5 Years
- Kelsie Fuoss, Social Worker (CD)- Redwood Falls, 5 Years
- Stephanie Bengtson, Social Worker (CAC/CADI/BI)- Redwood Falls, 10 Years
- Kay Dardis, Child Support Enforcement Aide- Marshall, 10 Years
- Angela Stephens, Public Health Nurse (MnCHOICES)- Redwood Falls, 20 Years

F. Financial-

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of March. The month of March started out with a beginning balance in checking of \$2,217,637 and ended at \$1,551,507. We ended March with an overall cash & investment balance of \$11,788,426. When excluding the designated and restricted funds, the ending balance for the month was \$9,596,342; which is up approximately \$407,458 from last year at this time. The self-insurance fund was at \$1,263,826 as of the end of the month. Compared to prior year, the fund is up \$496,700. To date, that fund balance is at \$1,209,823. The Fund Balances for Fund 01 (PH) was \$4,063,656 and Fund 05 (HS) was at \$5,532,686. 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 \$93,673. For the Human Services perspective we are 10% under budget for revenues and at budget for expenditures. Overall to date, revenues exceeded expenditures by \$2,992,186. Quarter one 2024 reports will be submitted to the State by the end of the month with reimbursement in the May timeframe. Quarter two Public Health levy is expected around the end of April/early May. 2023 audit entrance meeting is scheduled for the end of the month. Motion by Commissioner Vandever, second by Commissioner Draper to forward the financials to the Governing Board. The motion carried unanimously.

G. Caseload-

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

H. Discussion/Information-

I. Decision Items-

1. Income Maintenance Policy 03- Final Disposition Policy

Deputy Director Nancy Walker and Financial Assistant Supervisor Ashley VanOverbeke brought forward changes to the Income Maintenance Policy 03- Final Disposition Policy. Walker explained that the policy used to be call County Burial Policy and it will be changed to Final Disposition Policy, which more aligns with the State statute. Earlier in the year there was a Meeting with the Finance Committee and the local funeral Directors to see where SWHHS aligned with our other County partners and about fine tuning the policy. Walker explained the true intent of this policy is when someone passes away and has no other resources the County would be required to bury the dead. When the funeral bills are being received to be paid VanOverbeke was seeing our current policy as being more of a "coupon" program rather than the true intent of the policy. Our agency would pay for the burial or cremation and the family would have the funds to pay for extra services. VanOverbeke explained that she did do a lot of research on what other Counties burial policy are; she explained she had looked at twelve different Counties and what was discovered is SWHHS trends high on reimbursement to the funeral homes. There has been a large increase in applications being turned in ranging from five to ten applications a week in our six counties. VanOverbeke brought forward the changes and clarifications to the policy. The changes include offering cremations only unless there is a religious exception. VanOverbeke suggests the policy name be changed to Final Disposition Policy to align with the true meaning of the policy. Removal of the time frame of when the application needs to be submitted and adding services can't be rendered until a decision has been made. The policy also states what resources that are counted for eligibility and what the residence requirement is. There was verbiage added about crowd funding and how that impacts resources. Previously, if someone had fixed assets and had no liquid assets they would be eligible and the county would try and collect funds on those assets. We are now removing ourselves and will let the funeral home collect on those type of assets. There was also an addition on any MFIP funded applications, those funds can come directly from the State and not be County dollars. The new policy will also be fine tuning the services that we offer. We will not be offering enhancements or substitutions, which include funeral arrangements or visitations. Commissioner Burger commented that Funeral Directors are upset about the verbiage, however we are the last resort and if there is a funeral we will not be involved. Commissioner Burger also commented that the Funeral Directories are frustrated when they call the county you get different answers depending on who you talk to. Walker gave a commitment that there will be plenty internal training done and willing to do trainings with the Funeral Directors and VanOverbeke is working on creating a pamphlet for families and for the local Funeral Directors. Motion by Commissioner Vandever second by Commissioner Meier to approve the changes and the name of Income Maintenance Policy 03 effective May 1, 2024. The Motion carried unanimously.

2. YIP and CCIP Grant Update

Social Services Supervisor Michelle Buysse and Circle Coordinator Megan Boerboom came forward with updates on the YIP and CCIP Grants. Boerboom stated that both of these grants are from the Office of Justice Program but they are two separate grants. The Agency has been a YIP Grantee since 2020. The YIP grant was originally be sent out in December 2023 however, it was just received in March 2024, due to the amount of applications received by the State. Boerboom is requesting a part time position to utilize this grant. The part time position would do mapping and family groups for all non-child protection caseloads. It is expected that the Agency will be able to service thirty six youth and families. The grant is expected to last until December 2025, but like past grants the State may just do a renewal. The estimated grant total awarded is \$75,000.00 for two years. Boerboom then came forward to explain the Community Crime and Prevention Grant (CCIP). This is a new grant that Boerboom applied for and was awarded \$455,000.00. Boerboom is requesting two full time positions with this grant. These positions would be working with justice involved youth in variety of ways, including Circle sentencing and case management. Boerboom also explained there would be one on one work with youth that don't necessarily qualify for circle. This position would work very closely with our probation department and would follow through on services for the youth. Boerboom anticipates to be able to service sixty five to seventy five children a year. The Lyon County Attorney supplied a letter of recommendation for these two full time positions. Commissioner Burger stated that he foresees long term changes in regards to prevention in the state and he supports the request. Motion by Commissioner Vandever second by Commissioner Welgraven to move one part time and two full time positions to the Governing Board. The motion carried unanimously.

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:04 a.m.

Approved Date

5.15.24

Authorized

Doug Nye

Chairperson, Human Services Board

Plamette Ferguson

Recording Secretary, Human Services Board

Attest:

Beckmire

Director