



SOUTHWEST
HEALTH & HUMAN
SERVICES

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

MINUTES

Date: August 21, 2024

Opened: 9:00 a.m.

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Adjourned: 9:41 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday August 21st, 2024 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Rick Wakefield. The Pledge of the Allegiance was said.

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

Members absent:	Joan Jagt	Jeane Anderson
	Dan Wildermuth	

Staff present:	Lisa DeBoer	Carol Biren
	Nancy Walker	Kristin Deacon
	Chris Cauwels	Amy Lueck
	Chantelle Fogelson	Shaniya Rogge
	Cindy Nelson	Chelsea Self
	Ashley VanOverbeke	Jared Armon
	Megan Boerboom	Larissa Hansen
	Dayna Gunderson	Maddy Neperman
	Kaia Jordahl	Zachary Johnson
	Jessica Petersen	Mandy Mellenthin
	Lori Johnson	Beth Wilms

A. Call to Order-

B. Pledge of Allegiance-

C. Consent Agenda-

Chairperson Wakefield asked if there were any additions or changes to the agenda. There were no additions. 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 July 17th, 2024 meeting. There were none. Motion by Commissioner Crowley, second by Commissioner Hauswedell to approve the Consent Agenda along with the Board Minutes from July 17th, 2024. The motion carried unanimously.

D. Introduction of New Staff-

Director Beth Wilms came forward to introduce new staff.

- Larissa Hansen, Part-Time Restorative Practices Case Aide- Marshall
- Jared Armon, Social Worker-FGDM- Pipestone
- Dayna Gunderson, Social Worker- AMH- Marshall
- Maddy Neperman, Office Support Specialist, Sr.-Redwood Falls

E. Employee Recognition-

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

- Kaia Jordahl, CPS Social Worker, Marshall – One Year
- Zachary Johnson, CPS Social Worker, Marshall- One Year
- Chelsea Self, Public Health Nurse Supervisor, Marshall- Five Years
- Jessica Petersen, Public Health Nurse, Slayton- Five Years
- Mandy Mellenthin, Eligibility Worker, Marshall- Five Years
- Amy Lueck, Public Health Nursing Supervisor, Pipestone – Thirty Years
- Lori Johnson, Accounting Technician, Marshall- Thirty years

F. Financial-

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of July. The month of July started out with a beginning balance in checking of \$4,122,837 and ended at \$3,382,052. We ended July with an overall cash & investment balance of \$15,771,391. When excluding the designated and restricted funds, the ending balance for the month was \$13,425,555; which is up approximately \$275,000 from last year at this time. The self-insurance fund was at \$1,323,463 as of the end of the month. Compared to prior year, the fund is up \$479,161. To date, that fund balance is at \$1,319,715. The Fund Balances for Fund 01 (PH) was \$4,351,861 and Fund 05 (HS) was at \$9,073,694. Looking at the numbers from a budget prospective for month end, Public Health is 9% over budget for revenues and 5% under budget for expenditures. Overall to date, revenues exceeded expenditures by \$381,872. For the Human

Services perspective we are 3% over budget for revenues and 2% over budget for expenditures. Overall to date, revenues exceeded expenditures by \$498,134. First half of Human Services levy has been received from all counties. Partial Quarter three Public Health levy has been received along with Quarter two and DHS reports and reimbursements. Motion by Commissioner Wildermuth, second by Commissioner Welgraven 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. There were no questions.

H. Discussion/Information-

1. 2025 Preliminary Human Services Budget. Lisa DeBoer, Director of Business Management, came forward with the 2025 Preliminary Human Services Budget. DeBoer stated that the agency is in the 2nd year of the 2024-2025 union contract with a 4% increase for employees. The Health Insurance is projecting a large estimated premium increase at approximately 15.4%; for a total cost of \$479,747 with a 50/50 split. DeBoer went over the thirteen open positions that need to be filled with no new positions being added in 2025. Open positions include two eligibility workers, five social workers, one Child Protection Supervisor, three Public Health Nurses along with one Public Health Educator and one Public Health Program Aide. Some new IT purchases would be continuing with the replacement schedule for computers over the next several years, hardware upgrade and replacements totaling \$80,000. Some IT renewal subscriptions would included spam training, Barracuda Spam, and Anti- Virus/Malware, Zoom, Adobe Pro, AppXtender and CaseWorks Maintenance. IT is also looking at Cyber insurance for 2025 and Microsoft Office 365 which wasn't in the budget but end of life is 10/31/2025. We currently have 35 vehicles in the fleet with leases with some are ending in 2025. We are working on cost effective options for possible buyout or replacements. DeBoer pointed out that the county burials have decreased 2 % with the new policy change this spring. DeBoer requested the Board to look into their packets to review the Human Services budget. It includes a levy increase of six percent, totaling an increase of \$14,103,517 for a total HS budget of \$32,943,823. Motion by Commissioner Burger, second by Commissioner Vandevere to approve the HS budget as presented. The Motion carried unanimously.

I. Decision Items-

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:41 a.m.

Approved Date 9/18/2024

Authorized Rick Wakefield
Chairperson, Human Services Board

Charnelle Ferguson
Recording Secretary, Human Services Board

Attest: Reckmire
Director