



SOUTHWEST
HEALTH & HUMAN
SERVICES

**SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD**

MINUTES

Date: March 19, 2025

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:48 a.m.

Adjourned: 10:37 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday March 19, 2025 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Welgraven.

Members present:	Gary Crowley	Todd Draper
	Gary Overgaard	Doug Nagel
	Maydra Maas	Jeane Anderson
	Dennis Welgraven	Lois Schmidt
	Greg Burger	Steve Hauswedell
	Jim Salfer	Dan Wildermuth

Members absent:	Joan Jagt	Les Nath
	Dean Nielsen	Jackie Meier
	Rick Wakefield	Suanne Ohme

Staff present:	Lisa DeBoer	Ann Orren
	Beth Wilms	Chantelle Fogelson
	Cindy Nelson	Nancy Walker
	JoAnne Brisk	Kristin Deacon
	Jenna Stephenson	

N. Call to Order

O. Consent Agenda-

Chairperson Welgraven asked if there were any changes to the agenda. Director Beth Wilms did have one contract to add to the listing for the Lincoln County Lease. Chairperson Welgraven 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 19, 2025 meeting. None were identified. Motion by Commissioner Burger, second by Commissioner Crowley to approve the agenda with the addition and the board minutes as presented. The Motion carried unanimously.

P. Financials-

Chairperson Welgraven 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 Salfer, second by Commissioner Hauswedell to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

Q. Human Resources Statistics-

Director Beth Wilms asked if there were any comments or concerns regarding the statistics that were provided. There were none.

R. Discussion/Information Items-

1. All Staff Day- April 30, 2025

Director, Beth Wilms, invited all Board members to the All Staff gathering on April 30th at KB's in Ghent MN with the theme of cartoon characters.

2. Update on Minnesota Paid Family Medical Leave

Deputy Director, Nancy Walker, came forward with an update on the Minnesota Paid Family Medical Leave. Walker stated that this would be a bill that would be passed on January 1, 2026 and is a state run program where there will be a tax assessed to the employee and employer. This will be administrated by the State; there is a provision that you can be part of the State program or you can get a private plan providing that it meets or exceeds the State plan. Walker stated she had a meeting with Integrity benefits that provides us with optional benefits currently and they did say they may be able to provide a private plan. The State has set the percentage tax for 2026 which is .88%. This will cost SWHHS about \$140,000 with \$70,000 be from the employee and \$70,000 for the agency. Integrity benefits preliminary quote came in lower than the .88% and would cost SWHHS about \$124,000 with it being split between the employee and the agency. Walker also stated that this is a two year rate guarantee with Integrity benefits. There is a concern with processing times if the agency takes the State plan versus if the agency has their own plan and can administratively process payments ourselves.

3. Vehicle Leases

Director of Business Management, Lisa DeBoer, came forward with an update on the vehicle leases. DeBoer stated there are some leases that are up for renewal. DeBoer stated that we have one van, one Malibu, and five equinoxes that the leases are up for renewal. DeBoer would like to get six Equinoxes for \$472.18 per month and one van for \$640.00 per month. There was discussion in the finance committee on the different options available for vehicles, and it was a recommendation to replace the five Equinoxes and purchase out the van. To purchase the van, it would be \$3870.00. One of the Malibu's were totaled out in

December and we will not be replacing that so there is a cost savings there. DeBoer would request the Vehicle leases to be moved to a decision item.

S. Decision Items-

1. Vehicle Leases

Director of Business Management, Lisa DeBoer, is requesting to buy out the van and lease five new Equinox's. Motion by Commissioner Burger second by Commissioner Draper to buy out the van and lease five Equinox's. The Motion carried unanimously.

2. Madison Garnhardt, Eligibility Worker, probationary appointment (6 months), \$20.57 hourly, effective 3/17/2025 – Redwood Falls Office

3. Brittany Rohde, County Agency Social Worker- Adult Mental Health, probationary appointment (12 months), \$26.10 hourly, effective 3/17/2025 - Redwood Falls Office

4. Kathleen Kesteloot, Public Health Educator, probationary appointment (12 months), \$29.00 hourly, effective 3/31/2025 – Marshall Office

5. Debra Seidel- Part-time Temporary Information Technology Specialist, Sr., \$34.27 hourly effective 3/3/2025, ending 6/4/2025- Marshall Office

Motion by Commissioner Crowley second by Commissioner Overgaard to approve the probationary appointments as presented. The Motion carried unanimously.

6. Administrative Policy 05- Credit Card Policy

Director, Beth Wilms, came forward with changes to the Administrative Policy 5- credit card policy. Wilms stated that the only changes that were made to the policy is for employees that no longer work with the agency are removed and adding employees to make sure we have adequate coverage in every location. Motion by Commissioner Burger, second by Commissioner Nagel to approve the changes as presented. The Motion carried unanimously.

7. Donations

- Donation of \$500.00 of UCAP Community Transportation Tokens by Women's Giving Circle in Luverne to be used for women and children for WIC Appointments and other approved transportation by Public Health.
- Donation of \$100.00 from Lake Sarah Lutheran Church to be used for diapers for children in need.
- Donation of \$100.00 from Grace Life Church to be used for diapers for children in need.
- Anonymous donation of diapers to be used for Public Health.
- Donation of several duffle bags full of items by First Christian Reformed Church of Edgerton GEMS Program to be used for children entering foster care.

Motion by Commissioner Crowley, second by Commissioner Draper to accept the donations and send thank you notes for the donations. The Motion carried unanimously.

8. Contracts

- **MDH Statewide Health Improvement Program (SHIP) – 11/01/20 to 10/31/25;** Amendment of the SHIP master grant that provides program services that target reducing obesity and tobacco usage in MN; amendment to include multiple conferences \$1,131,136 (amendment) *Fiscal Note: grant increase of \$4,024*

- **EHDI – Refugee Health/TB component (MDH)** - 07/01/21 to 06/30/26 – grant agreement to eliminate health disparities in refugee and other non-US born populations; reduced to \$0 from \$1587 (renewal).
- **Porta, Carolyn (St. Paul, MN)** – 4/29/25 to 4/30/25 – contract for two Trauma Intelligence workshop trainings; one workshop held for community members and the second workshop held for agency staff; \$3,219.80 (NEW). *Fiscal Note: April 29th workshop, transportation and lodging reimbursed through COVID funding*
- **PrimeWest Health (Pipestone, MN)** – 01/01/24 to 12/31/24; Amendment to the Behavioral Health participation agreement to provide targeted case management services to clients; \$1064/mo for children (6% increase) and \$763/mo for adults (25% increase) (renewal).
- **Lincoln County (Ivanhoe, MN)**- 01/01/25 to 12/31/25; office lease agreement, \$12/sq.ft for 1,888 total square feet, utilities included (\$1/sq. ft decrease) (renewal).
Fiscal Note:

Motion by Commissioner Salfer second by Commissioner Overgaard to approve the contracts as listed. The Motion carried unanimously.

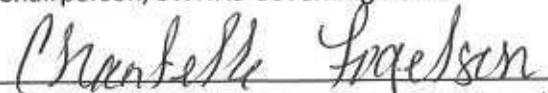
T. Adjournment

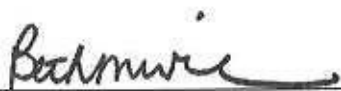
Chairperson Welgraven asked if there were any other questions. Hearing none, he adjourned the meeting at 10:37 a.m.

Approved Date 4/16/25

Authorized 

Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director