



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: May 21, 2025
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:38 a.m.
Adjourned: 9:55 a.m.

The monthly meeting of the Community Health Services Board for Southwest Health and Human Services was held on Wednesday May 21, 2025 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Greg Burger.

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

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| Members absent: | Joan Jagt | Jeane Anderson |
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| Staff present: | Lisa DeBoer | Beth Wilms |
| | Carol Biren | Tyler Looft |
| | Nancy Walker | Chantelle Fogelson |
| | Cindy Nelson | Jennifer Nelson |
| | Stacey Longtin | Chelsea Self |
| | Stacey Strand | Ashley VanOverbeke |
| | Alyssa Salfer | Shelby Ormberg |

H. **Call to Order-**

I. **Consent Agenda-**

Chairperson Burger asked if there were any additions to the agenda. None were presented. Chairperson Burger asked if anyone had a conflict of interest to identify. There were none to identify. He asked if there were any corrections or additions to the minutes of the April 16, 2025 minutes. None were identified. Motion by Commissioner Overgaard second by Commissioner Nagel to approve the Consent Agenda along with the Board Minutes from April 16, 2025. The motion carried unanimously.

J. **Financial –**

Chairperson Burger stated the Financials had been received during the Human Services Board and will be moved to the Governing Board.

K. **Caseload-**

Director Wilms asked if there were any comments or concerns regarding the caseload. There were none.

L. **Discussion Items-**

M. **Decision Items-**

1. **Armor Radio Request**

Emergency Preparedness Planner, Tyler Looft, came forward with a request to purchase Armor Radios. Looft explained all costs will be covered by the Response Sustainability Grant. The shipping costs are not included but will be added to the costs. The current radios are obsolete and we no longer have the ability to order replacement parts if they were to break. Looft explained the quote did change from the original request of \$31,925.08 to 32,862.24 due to only quoting one additional battery. The quote of \$32,862.24 would replace all eight existing radios across the agency. Motion by Commissioner Wildermuth, second by Commissioner Overgaard to approve the purchase of eight new Armor Radios totaling \$32,862.24. The Motion carried unanimously.

2. **Vaccine Fridge Request**

Public Health Nursing Supervisor, Chelsea Self, came forward with a request to purchase Vaccine Fridges and freezers. Self explained the vaccine refrigerators in the Pipestone and Marshall locations are home style fridges; and have been needing to be upgraded. Self explained all costs would be split between the Response Sustainability Grant and MIIC State Funding. The costs of the refrigerators and freezers for the two locations total \$27,849.11 without shipping. The shipping costs would be included and split between the grants. Motion by Commissioner Overgaard, second by Commissioner Meier to approve the purchase of the three new fridges and two freezers for the Marshall and Pipestone locations. The Motion carried unanimously.

3. **Operation Parent Book Request**

Community Public Health Supervisor, Jennifer Nelson, came forward with a request to purchase Operation Parent Books. Nelson explained these handbooks will be utilized in

the Public Health Programs as an additional education tool for parents. All the costs will be covered by the Cannabis Substance Use Prevention Grant and Drug-Free Communities Grant. The total for 300 books in English and Spanish for Elementary and Middle school age children would total \$3,747.00. Nelson stated \$1,873.50 would be used from the Substance Use Prevention Grant and \$1873.50 would come from the Drug-Free Communities Grant. Motion by Commissioner Meier, second by Commissioner Salfer to approve the purchase of 300 books totaling \$3747.00 using grant monies. The Motion carried unanimously.

Chairperson Burger asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:55 am.

Approved Date 6-18-2025

Authorized 
Chairperson, Community Health Board


Recording Secretary, Community Services Board

Attest: 
Director