



SOUTHWEST HEALTH AND HUMAN SERVICES  
ANNUAL MEETING

MINUTES

Date: September 20, 2025  
Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 10:35 a.m.  
Adjourned: 11:27 a.m.

The annual meeting for Southwest Health and Human Services was held on Wednesday, September 20, 2025 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Director Timm.

Members present:	Greg Burger	Suanne Ohme
	Steve Hauswedell	Gary Overgaard
	Dean Nielsen	Maydra Mass
	Jim Salfer	Rick Wakefield
	Todd Draper	Doug Nagel
	Jackie Meier	

Members absent:	Lois Schmidt	Les Nath
	Jeane Anderson	

Staff present:	Cindy Nelson	Chantelle Fogelson
	Nancy Walker	Stacey Timm
	Lisa DeBoer	Carol Biren

**1. Agency Strategic Plan 2020-2025**

Director, Stacey Timm, started the annual meeting with the topic of Strategic Planning. Timm stated the plan was created and implemented initially for 2020-2024, in 2024 it was decided to extend the plan through 2025 due to costs. Commissioner Burger brought forward the issue of revenue and Director Timm stated there are different revenue avenues that she is exploring in regards to capturing federal dollars for Child Protection. This would include additional training for the Child Protection Workers and would have to explore the options. Timm stated there is not a future plan to find a vendor to make a new Strategic Plan and will continue on our initial plan and develop new priorities and goals internally with the Boards guidance.

**2. Public Health Strategic Plan**

Public Health Division Director, Carol Biren, came forward with the Public Health Strategic Plan. Biren stated Public Health is required to have a strategic plan and the goals align with the Agency. Biren stated that the public awareness for the Public Health programs have increased.

**3. Review of Agency Policies**

Deputy Director, Nancy Walker, provided an overview of agency policies reviewed in the past year, as well as the process involved in reviewing policies. Since the last annual meeting, there has been one policy based on artificial intelligence, and six revisions of existing policies. SWHHS utilizing an equity lens to look at policies being updated prior to SWHHS board approval. Income Policy #5, Final Disposition, continues to have a positive effect on utilization and the budget.

**4. Review of Agency's Bylaws**

Director, Stacey Timm, had the Board review the Agency Bylaws and no revisions were presented. Approval will be requested at the next Board meeting to provide time for review.


**5. HR Update**

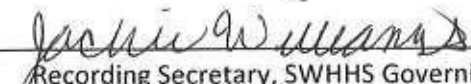
Deputy Director, Nancy Walker, gave an update on HR. Walker stated there are continued efforts around recruitment and retention. The past six months we averaged 12-15 openings at a time. The days to fill averages was forty six days. Walker stated we have had sixteen new hires with 25% of those have been internal. The turnover rate to date is 6.2%, which nine of those have been retirements. HR priorities for the year is to become fully staffed and to have a successful negotiated contract. Walker stated as always to continue the review of compensation and total rewards.

**6. 2026 Priorities**

Director, Stacey Timm, came forward with the 2026 priorities. Timm stated there are several legislative changes that are coming including, SNAP, Medical Assistance, Minnesota African American Family Preservation and Child Welfare Disproportionality Act, and the change to delinquency age from ten to thirteen. Timm also stated a priority is hiring and retention and in depth review of revenue and expenditures.

Approved Date \_\_\_\_\_

Authorized  \_\_\_\_\_  
Chairperson, SWHHS Governing Board

 \_\_\_\_\_  
Recording Secretary, SWHHS Governing Board

Attest:  \_\_\_\_\_  
Director