



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: November 19, 2025
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:58 a.m.
Adjourned: 10:40 a.m.

The monthly meeting of the Community Health Services Board for Southwest Health and Human Services was held on Wednesday October 15, 2025 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Greg Burger.

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

Members absent:	Joan Jagt	Doug Nagel
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Staff present:	Carol Biren	Nancy Walker
	Stacey Timm	Cindy Nelson
	Jackie Williams	Chantelle Fogelson
	Craig Wilson	Evan Hacker
	Lisa DeBoer	Stacy Jorgensen
	Jason Kloss	Tiffany Bailey
	Emily Wajer	Lynn Babcock
	Stacy Fier	

H. **Call to Order-**

I. **Consent Agenda-**

Chairperson Burger asked if there were any additions to the agenda. 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 October 15, 2025 minutes. None were identified. Motion by Commissioner Wakefield second by Commissioner Nielsen to approve the Consent Agenda along with the Board Minutes from October 15, 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, Stacey Timm states caseloads remain stable.

L. **Discussion Items-**

1. Cedar Lane Update- Jason Kloss

The Community Health Board issued a license suspension in September, November 22nd there was a sixty day Window for correction. Jason is requesting direction on next steps. A severe weather plan has been created by the tenants of Cedar Lane. The tenants did attend the October 26th, 2025 Tracy city council meeting. The owner of the park, Mike Grover, had no participation in the creation of this new plan and did not attend the city council meeting. At this meeting the city council was tentatively prepared to approve the submitted plan on the condition that Mike Grover meet with officials and work on plans to construct the storm shelter. The city council did not take action on this plan as Mike Grover was not at the meeting and was not representing that it was his plan. To date, Mike has not met with city officials. On November 10th tenants of Cedar Lane attended another city council meeting to discuss the severe weather plan they submitted. At this meeting the residents learned that Mr. Grover may be in the process of selling. Jason asked the board, come December 31st, if Mike Grover does not re-new the license, and the current potential owner does not apply for a license, would the board want Jason to notify residents that this is unlicensed and we are proceeding with steps to close the park. Jason was told if the ordinance indicates that, then yes, we will have to follow that. It was determined that Jason would create a letter stating that the current license suspension expires and the board is proceeding with revocation. Motion by Commissioner Crowley, Second by Commissioner Nielsen to proceed with the revocation. Lincoln County Health Board Member Dean Nielsen, Lyon County

Health Board Members Gary Crowley and Todd Draper, Murray County Health Board Member Dennis Welgraven, Pipestone County Health Board Member Dan Wildermuth, Redwood County Health Board Member Rick Wakefield, and Rock County Health Board Member Greg Burger. Motion passed by unanimous vote via roll call.

2. Licensing- Jason Kloss

License renewals are going out for 2026 this will include the VRBO, Airbnb establishments in our area. A search was done online and there were 60 locations found offering lodging. MDH, the state department of health has provided guidance that they view VRBOs and Airbnb's as hotels or motels so we have to license them. We are reaching out to those operating Airbnb's and VRBOs and taking steps to license them. Licensing would cost \$174.00 a year for these establishments.

3. Collaborative Rural Public Health Innovation (CRPHI)- Carol Biren

AMC Conference in December will be having a break out session for the Collaborative for Rural Public Health Innovation and the 26 counties in southwest Minnesota that are part of this initiative., It has really helped move the work forward. We hired a coordinator to get the work started on this. The grant also uses students for data collection. Measles is on its way to many communities. Last year they were able to use this data to do a Measles campaign. Additionally looking at data around cannabis prevention and the campaign would be harm reduction, getting the word out there, what is safe, what is the harm for our children.

M. **Decision Items-**

1. Lab Fee Increase- Jason Kloss

Lab supply costs continue to go increase. We try to stay competitive with our sampling prices. With this increase we still remain competitive with our sampling prices. Proposing to raise the total cost of Colloform and E. coli water test from \$25 to \$30. We are requesting to increase ice testing supplies by \$5. Motion by Commissioner Wildermuth second by Commissioner Welgraven to approve the lab fee increases. The motion carried unanimously.

2. Public Health 2026 Fee schedule- Carol Biren

The only increase we have this year would be in the family home visit program. We are able to capture more revenue if we increase our rate. We have very few that pay this out of pocket as it goes through our insurance companies. Carol is asking for approval of our January 1,2026 fees. Motion by Commissioner Crowley second by Commissioner Wildermuth to approve the 2026 Public Health Fee Schedule. The Motion carried unanimously.

3. Public Health Budget- Lisa DeBoer

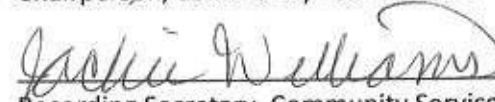
We are looking at a levy fund request, based on population, or \$15.25 per capita for total Public Health funding of \$1,123,025. Currently in Public Health we have 3 open positions. Southwest Health and Human Services's request is for the per capita rate be set at \$15.25 for a county contribution request of \$1,123,025 for a PH budget of \$5,081,096 with reserves of \$339,779 used to balance the budget.

- Motion by Commissioner Welgraven second by Commissioner Overgaard to approve the Public Health Budget. The motion carried unanimously.

Chairperson Burger asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:40 am.

Approved Date 12-17-2025

Authorized 
Chairperson, Community Health Board


Recording Secretary, Community Services Board

Attest: 
Director

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A handwritten signature in dark ink, appearing to be 'C. J. ...'.