



SOUTHWEST
HEALTH & HUMAN
SERVICES

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

MINUTES

Date: December 17, , 2025

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 8:59 a.m.

Adjourned: 9:48 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday December 17, 2025 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Rick Wakefield.

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

Members absent:	Joan Jagt	Jim Salfer

Staff present:	Carol Biren	Nancy Walker
	Stacey Timm	Cindy Nelson
	Jackie Williams	Ashley VanOverbeke
	Craig Wilson	Evan Hacker
	Lisa DeBoer	Laura Stahnke
	Jason Kloss	Tiffany Bailey
	Kevin Murfield	Jenika Gannott
	Megan Boerboom	Austyn Serreyn
	Christine Versaevel	Ayan Mohamed
	Jennifer Nelson	Emily Janzen
	Shaniya Rogge	Tylor Veldhuizen
	Jessica Robison	Tylor Loft
	Jenna Stephenson	

A. Consent Agenda-

Chairperson Wakefield asked if there were any additions or changes to the agenda. None were identified. 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 November 19, 2025 meeting. There were none. Motion by Commissioner Crowley, second by Commissioner Draper to approve the Consent Agenda and Board Minutes from November 19, 2025. The motion carried unanimously.

B. Introduction of New Staff-

Director Stacey Timm, indicated that staff are present to be introduced

- Jenika Gannott, Eligibility Worker, Ashley VanOverbeke
- Laura Stahnke, Office Support Specialist, Sr., Jackie Williams
- Austin Serreyn, Social Worker, Children's Mental Health, Christine Versaevel
- Ayan Mohamed, Public Health Educator, Jennifer Nelson

C. Employee Recognition-

Director, Stacey Timm, indicated that staff are present to receive recognition.

- Emily Janzen, Social Worker- Child Protection, Marshall, 1 year
- Reese Gillund, Social Worker- Child Welfare, Marshall, 1 year
- Tylor Veldhuizen, Public Health Educator, Pipestone, 1 year
- Jessica Robison, Social Worker, Children's Mental Health, Redwood Falls, 5 years

D. Financial-

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of November. The month of November started out with a beginning balance in checking of \$974,340 and ended at \$4,232,750. We ended November with an overall cash & investment balance of \$14,848,530. When excluding the designated and restricted funds, the ending balance for the month was \$11,971,364. The self-insurance fund was at \$1,488,568 as of the end of the month. Compared to prior year, the fund is up \$3,000. To date, that fund balance is at \$1.3 Million. The fund balances for Fund 01 (PH) was \$4,118,158 and Fund 05 (HS) was at \$7,523,205. Looking at the numbers from a budget prospective for month end, Public Health is at budget for revenues and 7% under budget for expenditures. Overall to date, revenues exceeded expenditures by \$208,748 For the Human Services perspective we are 4% under budget for revenues and 2% under budget for expenditures. Overall to date, expenditures exceeded revenues by \$611,663 Motion by Commissioner Draper, second by Commissioner Welgraven to move the financials to the Community Health Board. The Motion carried unanimously.

E. Caseload-

Director, Stacey Timm, states caseloads remain stable. Director, Stacey Timm asked if there were any comments or concerns about the caseload. There were no questions.

F. Discussion/ Information

1. Fraud Prevention Program- Kevin Murfield and Ashley VanOverbeke

Kevin started in June 2025 as the fraud prevention investigator.

Fraud Prevention is a long-standing grant funded program we have had since the 1990's. Kevin covers 9 counties of Lincoln, Lyon, Redwood, Pipestone, Murray, Rock, Jackson, Cottonwood, and Yellow Medicine. Eligibility workers take applications or renewals and clients have to accurately report their situation. Clients are aware that they have to accurately report, and be honest about their situation. If an eligibility worker finds that there is inconsistent information or they get a tip or suspicion that the client is not being honest, the client may not be eligible for the benefits based on that situation they would then send a fraud referral and it would go to Kevin. The other way Kevin gets involved is through the tip line through the state. When Kevin gets them, he has to prioritize them right away. Applications and recertifications have to come first. Workers have been great about listing what they are looking for. Kevin states the number one referral at this time is household composition, specifically who is living in the household. This does impact the benefits greatly. If the parent of a child in a family case is not listed as living in the home, but their income could be counted and it could affect their benefits. Kevin has three investigative options on the table for actions that he can take in a case. If there is clear and convincing evidence that the individual has applied for benefits or has been receiving benefits that they should not have been awarded he can go through an IPV process or an intentional program violation process. Kevin brings a document with that he presents to the client, explains the situation, the evidence that he has, and he offers them the ability to self-disqualify themselves. The notice has three options on it, the first option they have is they can admit to all the evidence, next option is saying they don't admit to anything but allows them to disqualify themselves, and the last option is their right to request an administrative hearing. If a client chooses that option Kevin has a thirty-day window that he has to set up, get all his evidence together, type up a probable cause statement, and send it off to a civil judge at the state level. At that time, they will schedule a hearing for Kevin and the client. It is a telephonic hearing that Kevin presents all of his evidence, the client has an opportunity to testify on their behalf, and they can cross examine each other. Once this is complete the judge gets to determine if the findings are upheld and the person is disqualified or if Kevin's findings are not upheld and the client continues to receive benefits. The other options available to Kevin is the criminal option, or re-education. Some individuals are not intentionally doing this. Depending on the complexity of the case, start to finish it can take a month to get a case completed. Kevin states he has sixty-six referrals since starting in June. Kevin has thirty four cases that are in various stages at this time. In the last two weeks Kevin has taken on two criminal level cases. Based on the information that Kevin obtains the eligibility workers are then able to determine what timeframe a client was ineligible to receive benefits for and what date the overpayment starts and ends. The eligibility worker then cites an overpayment and that goes to collections. In six months Kevin has been able to cite \$44,000 in overpayments. Some of the penalties that clients receive if they are found guilty depends on dollar amount. If the dollar amount is over a thousand dollars it could be considered a felony level charge. With a felony charge that could mean jail time, requesting restitution, or probation. A client's first offense if found guilty, is a one year bar from applying for any public assistance programs. A second offense if found guilty, is two year bar from applying for any public assistance programs. A third offense if found guilty is a lifetime bar from applying for public assistance programs. These are federal programs so

these bans are nation wide. If there are children in the home and the parents are the ones making the violation, the parents are the only ones that will be penalized. The children would still be able to receive benefits even if the parents are ineligible.

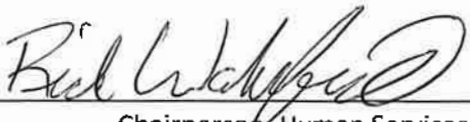
G. Decision Items-

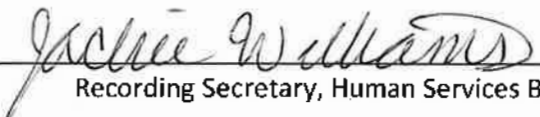
1. Community Crime Intervention and Prevention Grant- update- Megan Boerboom.

This grant funds two staff currently who primarily do circle sentencing. Circle Sentencing diverts juveniles from the juvenile justice system and from possible placement. Southwest Health and Human Services re-applied for this grant and it is supposed to start January 1, 2026. As of today Southwest Health and Human Services has not been informed if we will be receiving this grant. At this time Stacey Timm is requesting to use the budget to pay for the two staff until January's board meeting if we do not hear back about this grant prior to January 1, 2026. The total salary and benefits for these two positions comes to \$15,000 for January 1, 2026 to January 31, 2026 that would come out of our budget. Southwest Health and Human Services would not be able to re-coup that money from the grant once the grant is in place. Director Stacey Timm is requesting the board approve the use of the agency budget to maintain these two employees until we hear from the state. This application is at the commissioner level at this time and grant managers are waiting for final approval for the grants to go out. Currently the two staff within this program facilitate six circles and work with youth. This includes thirteen youth in circle and four additional youth completing case management. The full grant for 2 years is \$423,485.79. Motion by Commissioner Wildermuth, second by Commissioner Meier to move the financials to the Community Health Board. The Motion carried unanimously.

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:48 a.m.

Approved Date 11/21/26

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director