



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: February 18, 2026
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 8:59 a.m.
Adjourned: 9:42 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday January 21, 2026 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Gary Crowley.

Members present: Gary Crowley Todd Draper
Steve Hauswedell Doug Nagel
Maydra Maas Jeane Anderson
Rick Wakefield Suanne Ohme
Dennis Welgraven Lois Schmidt
Jackie Meier Greg Burger
Gary Overgaard Dan Wildermuth

Members absent: Joan Jagt Dean Nielsen
Less Nath Jim Salfer

Staff present: Stacey Timm Nancy Walker
Carol Biren Gail Beilen
Lisa DeBoer Ashley VanOverbecke
Evan Hacker Christine Versaevel
Jackie Williams Craig Wilson
Katie Chapman Monica Christianson
Tiffany Bailey Vickie Freese
Brittney Ormberg Danielle Nuese
Jenna Stephenson Xavier Carbonneau

A. Consent Agenda-

Chairperson Crowley asked if there were any additions or changes to the agenda. None were identified. Motion by Commissioner Draper, second by Commissioner Wildermuth to approve the consent agenda. The motion Carried unanimously. Chairperson Crowley 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 January 21, 2025 meeting. There were none. Motion by Commissioner Meier second by Commissioner Overgaard to approve the Board Minutes from January 21, 2025. The motion carried unanimously.

B. Introduction of New Staff-

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

- Xavier Carbonneau, Social Worker- CMH, Christine Versaevel
- Katie Chapman, Public Health Educator, Jennifer Nelson

C. Employee Recognition-

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

- Danielle Nuese, Office Support Specialist Sr., Marshall, 1 year
- Ashley VanOverbecke, Income Maintenance Supervisor, 10 years
- Kayla Kruger, Social Worker- Children's Welfare, 10 years

D. Financial-

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of January. The month of January started out with a beginning balance in checking of \$2,123,210 and ended at \$1,645,493. We ended January with an overall cash & investment balance of \$15,840,181. When excluding the designated and restricted funds, the ending balance for the month was \$12,962,299. The self-insurance fund was at \$1,472,780 as of the end of the month. Compared to prior year, the fund is down \$108,458. To date, that fund balance is at \$1,365,000. The fund balances for Fund 01 (PH) was \$4,244,678 and Fund 05 (HS) was at \$8,717,620. Looking at the numbers from a budget prospective for month end, Public Health is 3% over budget for revenues and 0% at budget for expenditures. Overall to date, revenues exceeded expenditures by \$88,177. For the Human Services perspective we are 2% under budget for revenues and 0% at budget for expenditures. Overall to date, expenditures exceeded revenues by \$636,630. Chair person Crowley stated the financials had been received and will be moved to the Community Health Board.

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. Collections update

Tiffany Bailey and Vickie Freese provided a presentation on the agency collections process. One of the main duties of the collections unit is to work with estate recoveries for MA recipients along with clearance certificates for property sales or transfers and managing all public assistance overpayments. The collections unit works collaboratively with DHS processing these cases. For the year of 2025 the agency's portion that was retained was \$597,460.90.

2. Fraud Prevention State Fiscal Year 2025 Report

Ashley VanOverbecke presented a Fraud Prevention Report to the Board. This report comes from the state annually and is about a year and a half behind. The numbers listed within this report is prior to SWHHS hiring Fraud Investigator Kevin Murfield. Program requirements consist of Cost Benefit Ratio, completing 25 cases per month per employee, average days to complete a case should be 15, and case referrals. Cost benefit ratio needs to be at least \$3.00. SWHHS is meeting this with \$3.32. At the time of this report SWHHS was a little under 25 cases per month per employee. Since hiring Kevin referrals are coming in and getting completed. Kevin is currently completing cases in under ten days at this time.

G. Decision Items-

1. Social Services Policy 02- Initial Licensing Family Child Care Requirement and Fees

Gail Beilen presented Social Services Policy 02. This policy is about Child Care Licensing fees. The State of Minnesota decided to change the cycle in which providers were licensed. It used to be on a 2 year cycle. That cycle would be from the date started to 2 years from that date. Starting January 21, 2025 the State of Minnesota changed it to everyone's license runs in the calendar year from January 1, to December 31. During the two years in preparation for this change the State of Minnesota did pay the licensing fees for daycare providers. Starting in 2026 DHS will be collecting that fee. The fee did not change it is still \$50 dollars a year. The only changes are when it is collected and the amount has increased.

2. Social Services Policy 05- Corporate Foster Care Fees

Gail Beilen presented Social Services Policy 05. Gail states that SWHHS has determined that Social Services Policy 05 is able to sunset due to the policy discussing the money SWHHS is collecting for licensing fees for Adult Foster Care. SWHHS is no longer collecting this fee at the county level. The fee was \$200 every two years as they were on a two year licensing cycle. The licensing cycle will remain the same but the fee will be paid to the state and the new fee will be \$2,100 annually. SWHHS will get half of that money annually.

Motion by Commissioner Burger second by Commissioner Wildermuth to approve the changes to Social Services Policy 02 and to allow Social Services Policy 05 to sunset. The motion carried unanimously.

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

Approved Date 3/18/26

Authorized *Gay Crowley*
Chairperson, Human Services Board

Jacquie Williams
Recording Secretary, Human Services Board

Attest: *Facey*
Director