



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: January 15, 2020

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00am

Adjourned: 9:38am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, January 15th, 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, Minnesota. The meeting was called to order by Director Beth Wilms. The Pledge of Allegiance was said.

Members present:

Jeane Anderson
Rick Anderson
Greg Burger
Dave Forkrud
Joan Jagt
James Jens
Les Nath
Jim Salfer
Charles Sanow
Lois Schmidt
Corey Sik
Mic VanDeVere
Dennis Welgraven
Dan Wildermuth

Members absent:

Carol Flahaven
Steve Schulze
Sherri Thompson

Staff present:

Shandra Bavier	Carol Biren
Chris Cauwels	Monica Christianson
Juanita Guetter	Amanda Holzaphel
Holly Johnson	Sarah Kirchner
Jenifer Klein	Stacey Longtin
Cindy Nelson	Tanlee Noomen
Ann Orren	Michelle Salfer
Wesley Terpening	Nancy Walker
Beth Wilms	

C. **Election of Officers-**

Director Wilms called for nominations for the position of Chairperson for the SWHHS Human Services Board. Motion by Sanow second by Nath: To nominate Corey Sik to the position of SWHHS Human Services Board. Director Wilms called for any additional nominations, none given. The motion carried unanimously.

Director Wilms turned the meeting over to Chairperson Sik.

Chairperson Sik called for nominations for the position for Vice Chairperson for the Human Services Board. Motion by Anderson second by Sanow: To nominate Dan Wildermuth for the position of Vice Chairperson for the Human Services Board. Chairperson Sik called for additional nominations, none given. Motion carried unanimously.

D. **Consent Agenda –**

Chairperson Sik asked if there were any additions to agenda, none given. No conflict of interest. Chairperson Sik asked if there were any changes to be made to the December 18th, 2019 Board minutes. Motion by Salfer second by Wildermuth: To approve the complete consent agenda as presented. The motion carried unanimously.

E. **Introduce New Staff:**

Holly Johnson, Social Worker (Adults), Marshall

F. **Employee Recognition:**

Chairperson Sik asked Commissioner Nath to help with Employee Recognitions.

Ashley Gustafson, 1 year, Public Health Educator, Pipestone; Shandra Bavier, 10 years, Social Worker – Children’s Intake, Redwood Falls; Jaunita Guetter, 45 years, Office Support Specialist, Redwood Falls.

G. **Financial –**

The month of December started out with a beginning balance in checking of \$2,788,226 and ended at \$2,087,159. We received Human Services levy funding from all six counties. I moved \$2,000,000 from checking to our Bremer savings account on 12/6. We still have the \$2,500,000 plus interest in MAGIC with none of it currently locked in. We will be watching rates to see if it makes sense to lock some funds in if rates are going to continue dropping. We ended December with an overall cash & investment balance of \$7,097,094, which is just over \$1,000,000 more than last year at this time. When excluding the designated funds, the ending balance for the month was \$5,792,421, an increase of about \$651,500 from last year at this time. Fund Balances: Fund 01 (PH) \$1,910,997.42, Fund 05 (HS) 3,881,423.66. The self-insurance fund was at \$1,051,604.82 as of December 31st, 2019. As of today, that fund balance is \$ 1,065,708.54. Now looking at the numbers from a budget perspective. Ending December **Public Health** was 2% UNDER budget for revenues. Our State and Federal revenues were overestimated but not to a level that would raise concern and we see the same trend on the expense side. PH was 6% UNDER budget for expenditures. We realized some saving in payroll with open positions and

there could have been expenditures that we did not spend and therefore do not claim that revenue as well. Overall revenues exceeded expenses by \$169,292.02. Ending November **Human Services** came in 2% UNDER budget for revenues primarily in fee income and federal revenues. HS remained at 3% UNDER budget for expenditures. Again seeing some savings in payroll related to open positions and retirements. There are no major outliers related to a reduction in expenditures. The savings is really spread across all program areas with no major surprises throughout the year. Overall HS revenues exceeded expenses by \$516,400.70. To end the year the agency came in \$685,692.72 under budget on a cash basis. Motion by Nath second by Sanow: To move the financials to the Governing Board. Motion carried unanimously.

H. **Caseload –**

Chairperson Sik asked if there were any comments or concerns about the caseload. None given.

I. **Discussion/Information –**


1. Wesley Terpening, Fraud Prevention Specialist, and Nancy Walker, Deputy Director, came forward to update the Board on the Fraud Prevention Program. This program not only cover the Agency's six counties but also Yellow Medicine, Nobles, Jackson, and Cottonwood Counties. This program is designed to prevent and stop fraud on the onsite of the case. It is crucial in the large area we cover to have a good networking system with local law enforcements, Sheriff's Offices, and County Attorneys. This helps cut down some of the drive time if those offices can do some of the surveillance. If fraud is discovered there are waivers issued to the clients. These waiver only apply to the adults in the home, the children continue to get their benefits. Terpening then went over the divisions State Fiscal 2019 Report. Terpening then talked about the process of a case investigation. Walker stated this program is funded 100 percent by the Department of Human Services (DHS).

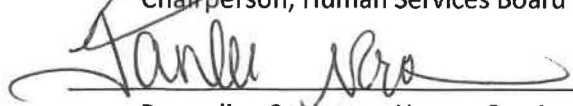
2. Director Wilms asked the Board if they could appoint Commissioner Representation to the Southwest Mental Health Consortium. The Board appointed Commissioner Sik, Commissioner Sanow, and Commissioner Wildermuth to remain as the representation.

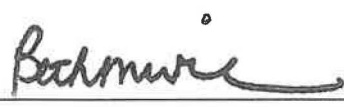
Director Wilms introduced Lincoln County's new layperson Joan Jagt.

Chairperson Sik asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:38 am.

Approved Date 2/19/2020

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director