



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: February 19, 2020
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00am
Adjourned: 9:43am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, February 19th, 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, Suite 200 in Marshall, Minnesota. The meeting was called to order by Chairperson Sik. The Pledge of Allegiance was said.

Members present:

- Jeane Anderson
- Rick Anderson
- Greg Burger
- Carol Flahaven
- Dave Forkrud
- Joan Jagt
- James Jens
- Les Nath
- Jim Salfer
- Charles Sanow
- Lois Schmidt
- Corey Sik
- Sherri Thompson
- Mic VanDeVere
- Dennis Welgraven

Members absent:

- Steve Schulze
- Dan Wildermuth

Staff present:

Jennifer Beek	Carol Biren
Michelle Buysse	Monica Christianson
Alex Drorak	Melanie Feikema
Jamie Hoffman	Stacy Jorgensen
Sarah Kirchner	Tasha Kuehn
Elaine Ladwig	Tanlee Noomen

Keri Petersen
Nancy Walker
Craig Wilson

Tiffany Viger
Beth Wilms

C. **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 the January 15th, 2020 Board minutes. Motion made by Sanow second by Welgraven: To approve the complete agenda and Board minutes as presented. Motion carried unanimously.

D. **Introduce New Staff:**

None

E. **Employee Recognition:**

Chairperson Sik asked Commissioner Welgraven to help with Employee Recognitions. Melanie Feikema, 1 year, Eligibility Worker, Luverne; Tiffany Viger, 1 year, Eligibility Worker, Luverne; Tasha Kuehn, 5 years, Eligibility Worker, Marshall; Elanie Ladwig, 5 years, Social Worker, Marshall; Jamie Hoffman, 10 years, Eligibility Worker, Marshall; Keri Petersen, 10 years, Lead Eligibility Worker, Luverne.

F. **Financial –**

The month of January started out with a beginning balance in checking of \$2,087,219 and ended at \$598,327. We will be seeing our 4th quarter funding come in soon as those reports were due no later than December 20th 2019. I will hold off as long as possible before starting to transfer funds from savings and MAGIC. I have not moved any additional funds to MAGIC since the rates have been so similar. Bremer is at 1.70% and MAGIC is at 1.75%. We ended January with an overall cash & investment balance of \$5,612,100, which is up about \$143,000 from last year at this time. When excluding the designated funds, the ending balance for the month was \$4,300,742, which is a little lower than last year at this time. So you can see that the Self Insurance fund is the primary factor in the increase in our overall balances. The self-insurance fund was at \$1,070,978 as of January 31st, 2020. As of today, that fund balance is \$1,117,606.00. Fund Balances: Fund 01 (PH) \$1,967,807.21, Fund 05 (HS) 2,332,934.55. Now looking at the numbers from a budget perspective. Ending January **Public Health** was 5% OVER budget for revenues. So why are we already at 82% of budget already for intergovernmental revenues? That is all of the 2020 license fees that come in and we hold to deposit at the first of the year. PH was 3% OVER budget for expenditures. Paid liability insurance at first of year, but overall the revenues are exceeding expenses by \$56,809.79. Ending January **Human Services** came in 4% UNDER budget for revenues. Contributions from counties (Levy) and intergovernmental revenues will remain light through the first quarter. HS was 2% OVER budget

for expenditures. We have a big first check run of the year after holding bills for 2020 that come in toward the end of the prior year. Motion by Sanow second by Nath: To move the financials to the Governing Board. Motion carried unanimously.

G. Caseload –

Chairperson Sik asked if there were any comments or concerns about the caseload. Director Wilms indicated the numbers are consistent.

H. Discussion/Information –

1. Craig Wilson, Social Worker (STAY/EFC), came forward to update the Board on the Successful Transition to Adulthood for Youth program (STAY) formally Support for Emancipation and Living Functionally program (SELF). This Federal program gives young adults a grace period to continue to have help from the County and other adults while transitioning into adulthood. There is a curriculum, which helps teach kids about transportation, education, employment, and others. There is also a financial component that is used to help pay for security deposits, drivers education courses, and other things that helps get them ready to live on their own.

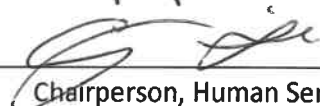
2. Elaine Ladwig, Social Worker (ADH), and Stacy Jorgensen, Social Services Supervisor (Adults), came forward to talk to the Board about the Commitment Specialist Program. In 2018, SWHHS start a pilot program to form a commitment specialist position. This position would streamline the pre-petition commitment process. They met with all six county attorneys as well as staff members and came up with a civil commitment process. Ladwig is now the main point of contact for all civil commitments for all six counties. Ladwig then went over some statistics and trends, included in Board packet, they have seen in the last three years.

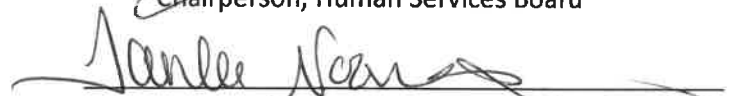
I. Decision Items –

None

Chairperson Sik asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:43am.

Approved Date 3/18/2020

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director

