



SOUTHWEST HEALTH AND HUMAN SERVICES  
HUMAN SERVICES BOARD

MINUTES

Date: March 18, 2020

Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 9:01am

Adjourned: 9:14am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, 18th 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:

Rick Anderson  
James Jens  
Les Nath  
Jim Salfer  
Corey Sik  
Mic VanDeVere  
Dennis Welgraven

Members present by phone:

Greg Burger  
Sherri Thompson  
Dan Wildermuth  
Lois Schmidt

Members absent:

Jeane Anderson  
Carol Ann Flahaven  
Dave Forkrud  
Joan Jagt  
Charles Sanow  
Steve Schulze

Staff present:

Carol Biren  
Lauren Mellenthin  
Tanlee Noomen  
Nancy Walker

Sarah Kirchner  
Cindy Nelson  
Ann Orren  
Beth Wilms

Staff present by phone:

Kristin Deacon  
Marie Meyers

Jason Kloss

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 be made to the February 19th, 2020 Board minutes. Motion made by Nath second by Welgraven: To approve the complete agenda and Board minutes as presented. Roll call: Welgraven-yes, VanDeVere-yes, Sik-yes, Jens-yes, Salfer-yes, Nath-yes, Anderson-yes, Thompson-yes, Burger-yes, Wildermuth-yes. Motion carried unanimously.

D. **Introduce New Staff:**

None

E. **Employee Recognition:**

None

F. **Financial –**

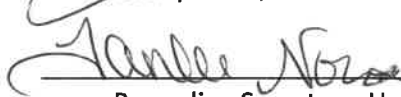
Director Wilms asked Sarah Kirchner, Fiscal manager, to come forward and present the financials. The month of February started out with a beginning balance in checking of \$598,327.24 and ended at \$1,725,942.67. I transferred \$1,500,000 from savings on 2/7/2020. This leaves \$887,798.96 in Bremer savings. I anticipate that I will need to move funds from MAGIC in the next month or so. We ended February with an overall cash & investment balance of \$5,244,836.41. When excluding the designated funds, the ending balance for the month was \$3,823,935.00, which is a little lower than last year at this time. The self-insurance fund was at \$1,108,165 as of February 28<sup>th</sup>, 2020. As of today that fund balance is \$ 1,055,272.00. Fund Balances: Fund 01 (PH) \$2,029,158.92, Fund 05 (HS) 1,794,776.37. Now looking at the numbers from a budget perspective. Ending February **Public Health** was 4% OVER budget for revenues. We have received 1<sup>st</sup> quarter levy funding from all 6 counties. PH was 1% OVER budget for expenditures. I would still attribute that to having paid liability insurance at first of year. Overall the revenues are exceeding expenses by \$118,161.50. Ending February **Human Services** was 6% UNDER budget for revenues. Contributions from counties (Levy) and intergovernmental revenues will remain light through the first quarter. HS was 1% OVER budget for expenditures. We have already received 3 of the 5 vans that were approved to order in January. I have been working on the logistics of getting them road ready and we are excited for our staff to get them on the road. Motion made by Anderson second by Nath: To approve the complete agenda and Board minutes as presented. Roll call: Welgraven-yes, VanDeVere-yes, Sik-yes, Jens-yes, Salfer-yes, Nath-yes, Anderson-yes, Wildermuth-yes, Thompson-yes, Burger-yes. Motion carried unanimously.

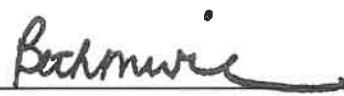
- G. **Caseload –**  
Chairperson Sik asked if there were any comments or concerns about the caseload. Director Wilms stated they have remained static. No further questions.
- H. **Discussion/Information –**  
None
- I. **Decision Items –**  
None

Chairperson Sik asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:14am.

Approved Date 4/15/2020

Authorized   
Chairperson, Human Services Board

  
Recording Secretary, Human Services Board

Attest:   
Director