



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: May 20, 2020
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened 9:01am
Adjourned 9:28am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, May 20th, 2020 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, in Marshall, Minnesota. The meeting was called to order by Chairperson Sik. The Pledge of Allegiance was said.

Members present: Jim Salfer
Charlie Sanow
Corey Sik

Members on phone: Jeane Anderson
Rick Anderson
Greg Burger
Dave Forkrud
Les Nath
Lois Schmidt
Sherri Thompson
Mic VanDeVere
Dennis Welgraven
Dan Wildermuth

Members absent: Carol Flahaven
Joan Jagt
James Jens
Steve Schulze

Staff present: Carol Biren
Sarah Kirchner
Tanlee Noomen
Nancy Walker

Staff present by phone: Monica Christianson

Chris Cauwels
Lauren Mellenthin
Ann Orren
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 be made to the April 15th, 2020 Board Minutes. Motion made by Sanow second by Wildermuth: To approve the complete agenda and Board minutes as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.

D. **Introduce New Staff:**

None

E. **Employee Recognition:**

Director Wilms indicated due to COVID-19 staff are not present to accept recognition; she then listed the employees to be recognized. Josh Kirchner, 1 year, Accounting Technician, Marshall; Kaitlin Vos, 1 year, Office Support Specialist, Marshall; Patricia Person, 5 years, Social Worker (CAC/CADI/BI), Marshall; Louise Smith, 5 years, Eligibility Worker, redwood Falls; Nancy Boeck, 15 years, Office Support Specialist, Slayton; Michelle Buysse, 20 years, Social Worker Supervisor (Childrens), Marshall; Amber Groen, 25 years, Social Worker (DD), Marshall; Troy Knakmuhs, 25 years, Accounting Technician, Slayton.

F. **Financial –**

Director Wilms asked Sarah Kirchner, Fiscal manager, to come forward and present the financials. The month of March started out with a beginning balance in checking of \$1,725,943 and ended at \$2,475,229. Kirchner had E.J. transfer \$2,000,000 from MAGIC on 3/24/2020. This leaves \$555,970 in MAGIC and \$889,392 in Bremer savings for a total of \$1,445,363. We ended March with an overall cash & investment balance of \$3,999,085. When excluding the designated funds, the ending balance for the month was \$2,638,209, which is about \$300,000 more than last year at this time. The self-insurance fund was at \$1,071,726 as of March 31st, 2020. As of today, that fund balance is \$1,138,656.00. Fund Balances Fund 01 (PH) \$2,191,628.66, Fund 05 (HS) 446,580.09. Now looking at the numbers from a budget perspective. Ending March Public Health was 7% OVER budget for revenues. PH was ON budget for expenditures. Overall, the revenues are exceeding expenses by \$280,631.24. Ending March Human Services was 12% UNDER budget for revenues. HS was ON budget for expenditures. Overall expenses are exceeding revenues by \$3,434,802.71. 3 months' worth of levy funding would be about \$2,770,000 and if we added that in we would be about 3% under budget for revenues at this time. There has been discussions at the legislature regarding taking action to delay the property tax due date. The Kirchner had heard is that they cannot come to an agreement. Kirchner stated she would prefer to see something like relieving penalties and interest for late payments instead as delaying payment would cripple this agency, as we do not have enough funds to sustain more than a couple months without the levy funding. We have received \$188,292.00 from MDH to go toward COVID-19 expenditures. Systems have been put in place to track staff time and related expenses. Kirchner has spent a lot of time with Chris Cauwels in getting staff set up to temporary telework from home. So far we have about 71 staff deployed and another 30 or so that are ready to be deployed if needed. We are working on the

next wave of staff to be approved and set up so they can be deployed as needed. Motion by Nath second by Thompson: To move the financials to the Governing Board. Roll call taken for any members opposed. Hearing none motion carried unanimously.

G. **Caseload –**

Chairperson Sik asked if there were any comments or concerns about the caseload. Discussion on the effect the pandemic of COVID-19 could have on our case numbers.

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 9:23am.

Approved Date

4/17/2020

Authorized

[Signature]

Chairperson, Human Services Board

[Signature]

Recording Secretary, Human Services Board

Attest:

[Signature]

Director