



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: July 15th, 2020

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00am

Adjourned: 9:37am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, July 15th, 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 Vice Chairperson Wildermuth. The Pledge of Allegiance was said.

Members present: Rick Anderson
Greg Burger
Dave Forkrud
Jim Salfer
Charlie Sanow

Members on phone: James Jens
Les Nath
Lois Schmidt
Mic VanDeVere
Dennis Welgraven
Dan Wildermuth

Members absent: Jeane Anderson
Carol Flahaven
Joan Jagt
Steve Schulze
Corey Sik

Staff present: Carol Biren
Sarah Kirchner
Ann Orren
Beth Wilms
Chris Cauwels
Tanlee Noomen
Nancy Walker

Staff present by phone: Cindy Nelson

C. **Consent Agenda –**

Vice Chairperson Wildermuth asked if there were any additions to agenda, none given. No conflict of interest. Vice Chairperson Wildermuth asked if there were any changes to be made to the May 20th, 2020 Board Minutes. Motion made by Sanow second by Nath: 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:**

Director Wilms indicated that due to COVID-19 the Agency would not be introducing new staff at this time.

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 at a later date. Lori Sanderson, 15 years, Social Worker (DD), Marshall.

F. **Financial –**

Director Wilms asked Sarah Kirchner, Fiscal manager, to come forward and present the financials. The month of June started out with a beginning balance in checking of \$2,012,621 and ended at \$6,792,653. All Human Services county levy funding was received in June. Kirchner moved \$1,000,000 to Bremer Savings and \$2,000,000 to MAGIC which is included in the total monthly disbursements. Kirchner also paid the monthly maintenance of effort bills for current services from December 2019 through March 2020 and withheld the SUD IMD reprocessed claims. Kirchner stated she will continue to pay current charges monthly going forward as bills are received. The Agency ended June with an overall cash & investment balance of \$8,279,951. When excluding the designated funds, the ending balance for the month was \$6,792,653. Making Agency just shy of \$1,000,000 ahead of where we were last year at this time. The self-insurance fund was at \$1,252,789 as of June 30th, 2020. As of today, that fund balance is \$ 1,251,456.50. Fund Balances: Fund 01 (PH) \$2,314,814.13 Fund 05 (HS) \$4,477,838.46. Now looking at the numbers from a budget perspective. Ending June **Public Health** was 9% OVER budget for revenues, which is no change from May. PH was 2% UNDER budget for expenditures. Overall, the revenues are exceeding expenses by \$403,816.71. Ending June **Human Services** was 1% OVER budget for revenues. HS was 1% UNDER budget for expenditures. Overall revenues are exceeding revenues by \$596,360.41. We should be seeing the VCAA Grant funding of \$1,500,000 in July and will move some to MAGIC. Most allocations have been received and we have begun the budgeting process for 2021. Will meet with the Finance Committee after today's meeting. Update on Agency vehicles. We have rolled out 12 of the 23 new vehicles so far. Six more are ready for delivery. Discussion on DHS Substance Use Disorder reprocess claims. Discussion on the health fund. Motion by Sanow second by Burger: To move the financials to the Governing Board. Roll call taken for any members opposed. Hearing none motion carried unanimously.

G. Caseload –

Vice Chairperson Wildermuth asked if there were any comments or concerns about the caseload. There was discussion on school opening in the fall.

H. Discussion/Information –

1. Deputy Director Nancy Walker came forward to update the Board on the changes with the Fraud Prevention Investigation Program. She explained due to some unforeseen circumstances, we now have two (2) openings for Fraud Prevention Investigators. The Agency has been the managing entity for this grant for many years, which covers all six counties of SWHHS as well as Yellow Medicine, Nobles, Jackson, and Cottonwood. After speaking with the Office of Inspector General, it was suggested the Agency reach out to NorthWoods Fraud Investigation. NorthWoods Investigation is a company that does fraud prevention investigations for several counties in Minnesota. Our Agency also reached out to Yellow Medicine, Cottonwood, Jackson, and Nobles counties to ask if they would like to manage the grant. They respectfully declined. Due to not having a current supervisor for this unit and not having a way to adequately train new staff, contracting these services out would be the best option. The Agency would have to provide a space for them to meet clients, such as an interview room or conference room, access to agency vehicles, computing equipment, access to IT and a cell phone. The contract was attached and up for approval at the Governing Board Meeting.

I. Decision Items –

None

Vice Chairperson Wildermuth asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:34am.

Approved Date

8/19/2020

Authorized

Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest:

Director