



**SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD**

MINUTES

Date: July 15th, 2020
Place: Lyon County Government Center
Commissioner Room
Marshall, Minnesota

Opened: 9:55am
Adjourned: 11:02am

The monthly meeting of the Governing 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, Suite 200 in Marshall, Minnesota. The meeting was called to order by Chairperson Sanow.

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

- Q. Consent Agenda-**
Chairperson Sanow asked if there were any changes to the agenda. Director Wilms stated there was a deletion of u. Decision Item 1. Judith Freeman, Public Health Nurse, probationary appointment (12 months), \$27.00 hourly, effective 8/3/2020. Sanow also asked if there were any changes or concerns with the May 20th, 2020 board minutes. There were none. Motion made by Forkrud second by Thompson: To approve board minutes. Roll call taken for any members opposed. Hearing none motion carried unanimously.
- R. Financials-**
Chairperson Sanow stated the financials were discussed in the Health Board and asked if there were any further questions. None were stated. Motion made by Burger second by Anderson: To approve financials as forwarded in the Human Services board. Roll call taken for any members opposed. Hearing none motion carried unanimously.
- S. Human Resources Statistics**
No comments.
- T. Discussion/Information Items-**
1. Deputy Director Nancy Walker stated the AFSCME 65 Union has given their Notice of Desire to Negotiate. The meeting will be held after Labor Day. There was a discussion on several ways the meeting could be held.
- U. Decision Items**
1. Judith Freeman, Public Health Nurse, probationary appointment (12 months), \$27.00 hourly, effective 8/3/2020 - Removed
2. Sue Reisch, Public Health Nurse, probationary appointment (12 months), \$26.73 hourly, effective 8/3/2020. Motion made by Salfer second by Burger: To approve the request as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.
3. Director Wilms came forward to talk about the changes made to Personnel Policy #13 – Employees as Foster Parents. There has been a struggle especially due to COVID-19, to find foster parents. In the past, the policy was if a person is employed with Southwest Health & Human Services, they could not be foster parents. The changes made to this policy gives the employees the opportunity to be a foster parent with the exception of the Social Services staff. Discussion on neighboring agencies licensing these staff. Motion made by VanDeVere second by Wildermuth: To approve the changes as presented.
4. Kirchner came back up to speak about the 2020 CARES Act COVID-19 Relief Funding request. There was a detailed estimate in the Board packets. Kirchner took a percentage of time that staff are currently putting towards COVID-19 rather than their regular programs to come up with the estimate. In addition, there is an amount included in the estimate that comes from an

over budget estimate. Any monies not spent will be given back to the counties to spend accordingly. Discussion on what the monies will be used on in detail. Discussion on if the counties will give full amount requested or not. Discussion on if the amount requested was enough. Motion made by Anderson second by Salfer: To approve the amount requested from Lyon, Murray, Redwood, Lincoln, Rock, and Pipestone Counties. Roll call taken for any members opposed. Hearing none motion carried unanimously.

5. Chris Cauwels, Management Information Supervisor, came forward to request switches and storage. Cauwels explained the Agency currently does not have enough storage for disaster backups. The Board was presented with two quotes, Morris Electronics and American Communications. Cauwels gave the recommendation to purchase from Morris Electronics. Motion made by VanDeVere second by Welgraven: To approve the purchase from Morris Electronics \$4,353.33 for switches and \$4,843.75 for storage. Motion carried unanimously.

6. Director Wilms listed the donations given to the Agency. Lyle and Mary Lynn Portz and Ginny Evans donated 16 baby size blankets/quits for families in need; Schaap Sanitation Relay Team donated tote bags to children/families in need; Mary Suprenant/Holy Redeemer School donated 25 care bags children going into foster care placement. Motion made by Salfer second by Nath: To graciously accept the donations listed. Roll call taken for any members opposed. Hearing none motion carried unanimously.

7. Director Wilms went over the contracts listed in the Board packet. Motion made by Burger second by Forkrud: To approve the contracts as presented. Roll call taken for any members opposed. Hearing none motion carried unanimously.

Chairperson Sanow asked if there were any questions. None stated. Motion made by Nath second by Thompson: To adjourn the meeting at 11:02 am.

Approved Date 8/19/2020

Authorized Charles Sanow
Chairperson, Governing Board

Janice Kowalski
Recording Secretary, Governing Board

Attest: Beckmire
Director