



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: January 20, 2021
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:31am
Adjourned: 11:31am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, January 20th, 2021 in the Commissioners room of the Lyon County Government Center at 607 West Main Street, Marshall Minnesota. The meeting was called to order by Director Wilms.

Members present: Rick Anderson
Greg Burger
Steve Hauswedell
Les Nath
Jim Salfer
Charles Sanow
Rick Wakefield
Dennis Welgraven
Dan Wildermuth

Members present by phone: David Thiner
Lois Schmidt
Sherri Thompson

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

Staff present: Carol Biren Sarah Kirchner
Cindy Nelson Tanlee Noomen
Nancy Walker Beth Wilms

Guest present: Jessica Walu

S. **Election of Officers-**

Director Wilms called for nominations for the position of Chairperson for the Governing Board.
Motion by Wildermuth and second by Nath: To nominate Rick Anderson for the position of

Chairperson of the Governing Board. Director Wilms called for any additional nominations, none given. The motion carried unanimously.

Chairperson Anderson asked for nominations for the position of the Vice-Chairperson for the Governing Board. Motion by Nath second by Welgraven: To nominate Welgraven for the position of Vice-Person of the Governing Board. Chairperson asked for any other nominations, none given. Motion carried unanimously.

1. Appointment of Commissioner Rick Anderson, Greg Burger, Dan Wildermuth, Dennis Welgraven, Jim Salfer, Corey Sik to the Executive Committee.
2. Appointment of Commissioner Dennis Welgraven, Greg Burger, and Charlie Sanow to the Finance Committee.
3. Appointment of Commissioner Rick Anderson, Jim Salfer, and Dan Wildermuth to the Personnel Committee.
3. Appointment of Commissioner Rick Anderson to the Insurance Committee.

Meeting went into recess at 10:33 am.

Meeting reconvened at 10:43 am.

T. Consent Agenda –

Chairperson Anderson asked if there were any additions to the meeting agenda. Wilms indicated there was an addition to X. Decision Items, 16. Request for Office Support Specialist. Chairperson Anderson asked if anyone had a conflict of interest to identify. Anderson stated he would be abstaining from item X. item 8. No others were identified. Anderson asked for if there were any corrections that need to be made to the December 16th, 2020 meeting minutes. Motion by Nath and second by Welgraven: To approve the additions to the agenda and meeting minutes as presented. The motion carried unanimously.

U. Financial –

Chairperson Sanow asked if there were any questions or comments regarding the financial report as given during the Human Services Board meeting. There were none. Motion made by Burger and second by Salfer: To approve the financial report as forwarded by the Human Services Board. The motion carried unanimously.

V. Human Resource Statistics.

No questions.

W. Discussion/Information Items –

1. Chairperson Anderson recognized the MCIT Certificate of Excellence that was provided in the Board packet.
2. Deputy Director Walker came forward to review Personnel Policy #28 (COVID-19 Staffing Considerations/Operations) at the request of a Commissioner. Section 3: Items 4 and 5 will be struck out of the policy. Motion made by Anderson second by Burger: To approve the changes made. Motion carried unanimously.

3. Director Wilms asked the Board if there were any questions regarding the 2019 Annual Report. Motion made by Nath second by Burger: To approve the Annual Report as presented. Motion carried unanimously.

4. Deputy Walker gave the 2020 Human Resource statistics. Walker stated that in 2020, 25 staff had left the Agency five retirees, 12 other careers, 9 competitive job change. The Agency's turnover rate is 10.5 percent with retirees included.

X. Decision Items –

Chairperson Anderson requested items 1-7 be put together

1. Jennifer Palmer, County Agency Social Worker CPS, probationary appointment (12 months), \$24.12 hourly, effective 12/7/2020; 2. Jessica Robinson, County Agency Social Worker, probationary appointment (12 months), \$24.12 hourly, effective 12/21/2020; 3. Ashley VanOverbeke, Financial Assistance Supervisor, probationary appointment (12 months), \$ 50,752.97 per year, effective 12/21/2020; 4. Venessa Arneson, Child Support Officer, probationary appointment (12 months), \$19.24 hourly, effective 1/4/2021; 5. Mary Jose Bose, Public Health Nurse, probationary appointment (12 months), \$28.15 hourly, effective 1/4/2021; 6. Sherri Pickthorn, Social Services Supervisor, probationary appointment (12 months), \$65,5500.00 per year, effective 1/18/2021; 7. Sandy Isaackson, Social Services Supervisor, probationary appointment (12 months), \$65,500.00 per year, effective 1/18/2021. Motion made by Burger second by Thompson: To approve the items as requested. Motion carried unanimously.

2. Director Wilms asked for the approval of temporary Registered Nurses as needed \$30.00 per hour. Motion by Salfer second by Nath: To approve the hire of temporary nurses as needed. Motion carried unanimously. Anderson abstained.

9. Request for two Eligibility workers; 10. Request for Lead Eligibility worker. Motion made by Wildermuth second by Welgraven: To approve the requests as presented. Motion carried unanimously.

11. Request for County Agency Social Worker (DD); 12. Request for County Agency Social Worker (AP); 13. Request for County Agency Social Worker-Lead (CD/AMH). Motion made by Burger second by Welgraven: To approve the requests as presented and to also backfill those positions emptied by current staff taking these positions. Motion carried unanimously.

16. Request for Office Support Officer. Motion made by Wildermuth second by Anderson: To approve the request as presented and to also backfill any emptied positions that have been vacated by current staff taking positions previously approved. Motion carried unanimously.

14. Deputy Walker came forward to ask the approval of changes made to Personnel Policy 3 – Leaves and Holidays. Motion made by Salfer second by Nath: To approve that changes made that were indicated in the Board packet. Motion carried unanimously.

15. Director Wilms went over the donations given to Southwest Health and Human Services in the month of December. First Presbyterian Church donated four 475 gift cards to Tersteeg's grocery store in Redwood Falls to families who receive a foster child placement; \$5,00.00 donation from Jeff and Jeanne Knott of Tracy to be used for unmet needs of foster

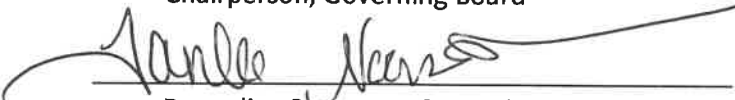
children in our communities; Anonymous donation of baby boy clothes to any Mom in need with Rock County; \$500.00 donation for families in need at Christmas from Dorrine and Russell Berg; Christmas gifts for local family for Christmas from Zack and Shelby Sorenson; Christmas meals for up to 10 families from Rapid response Team of Redwood Falls. Motion made by Nath second by Wildermuth: To graciously accept the donations given. Motion carried unanimously.

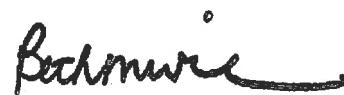
16. Director Wilms went over the contracts listed in the Board packet. Motion made by Burger second by Nath: To accept the contracts presented. Motion carried unanimously.

Chairperson Anderson asked if there was any further discussion. Director Wilms asked the Board to give direction of the repayment of the Substance Use Disorder overpayment. Wilms indicated that some counties have started to repay. Chairperson Anderson stated that during the AMC meeting they had not anticipated a shortfall on the budget for 2021-2022. Direction from the Board to wait until February for repayment. Chairperson Anderson asked if there was any other discussion. Hearing none he adjourned the meeting at 11:31 am.

Approved Date 2/17/2021

Authorized 
Chairperson, Governing Board


Recording Secretary, Governing Board

Attest: 
Director