



SOUTHWEST HEALTH AND HUMAN SERVICES  
GOVERNING BOARD

MINUTES

Date: March 17, 2021

Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 10:07am

Adjourned: 10:36am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday March 17th, 2021 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 Anderson.

Members present:

Rick Anderson  
Steve Hauswedell  
Les Nath  
David Thiner  
Jim Salfer  
Charles Sanow  
Rick Wakefield  
Dennis Welgraven  
Dan Wildermuth

Members present by phone:

Sherri Thompson  
Corey Sik  
Lois Schmidt

Members absent:

Jeane Anderson  
Greg Burger  
Carol Ann Flahaven  
Joan Jagt  
Steve Schulze

Staff present:

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

Staff present by phone:

Monica Christianson

P. **Consent Agenda –**

Chairperson Anderson asked if there were any additions to the meeting agenda. Chairperson Anderson asked if anyone had a conflict of interest to identify. None were identified. Anderson asked for if there were any corrections that need to be made to the February 17<sup>th</sup>, 2021 meeting minutes. Motion by Salfer and second by Thompson: To approve the additions to the agenda and meeting minutes as presented. The motion carried unanimously.

R. **Financial –**

Chairperson Anderson 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 Welgraven and second by Sanow: To approve the financial report as forwarded by the Human Services Board. Motion carried unanimously.

S. **Human Resource Statistics.**

Chairperson Anderson asked if there were any questions regarding the statistics given. There were none.

T. **Discussion/Information Items –**

None

Recessed for break at 10:11 am.

Reconvened from break at 10:21 am.

U. **Decision Items –**

Chairperson Anderson asked items 1-4 be given together.

Amy Johnson, County Agency Social Worker, probationary appointment (6 months), no change in rate of pay, effective 03/15/2021; 2, Heather Bowman, Eligibility Worker, probationary appointment (12 months), \$18.69 per hour, effective 03/15/2021; 3. Faith Hennen, Public Health Nurse, probationary appointment (12 months), \$26.73 per hour, effective 04/12/2021; 4. Lori Matthys, Eligibility Worker, probationary appointment (12 months), \$18.69 per hour, effective 03/29/2021. Motion made by Wildermuth second by Salfer: To approve the probationary appointments as requested. Motion carried unanimously.

5. Nancy Walker, Deputy Director, came forward to present the Board with a Resolution Authorization for Human Resources to Refill Replacement Positions. See amendment.

6. Walker requested the approval of changes to Personnel Policy #2 Conditions of Employment. Changes in sections 38 and 39. Verbiage changes made using the Hemingway app. Motion made by Sanow second by Anderson: To approve the changes as presented. Motion carried unanimously.

7. Removed, along with additions, due to the approval of decision item 5.

8. Director Wilms listed the donations given. Dorrine Berg donated quilts for individuals in need; Blue Ribbon 4-H Club Luverne donated backpacks, small duffle bags and draw string bags to the foster care program. Motion made by Welgraven second by Nath: To graciously accept the donations as listed. Motion carried unanimously.

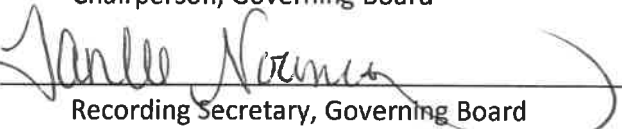
12. Director Wilms went over the contracts listed in the Board packet. Motion made by Salfer second by Nath: To accept the contracts presented. The motion carried unanimously.

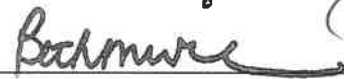
Director Wilms mentioned the Commissioner Training meeting scheduled for April 21<sup>st</sup>, 2021, 12:00pm to 2:00 pm. That will be held in the Lyon County Commissioners room in Lyon County.

Chairperson Anderson adjourned the meeting at 10:36 am.

Approved Date 4/21/2021

Authorized   
Chairperson, Governing Board

  
Recording Secretary, Governing Board

Attest:   
Director

Member Commissioner Thiner introduced the following Resolution and moved its adoption:

**AUTHORIZATION FOR HUMAN RESOURCES TO FILL REPLACEMENT POSITIONS**

WHEREAS, throughout the year there will be positions vacated at Southwest Health and Human Services,

and

WHEREAS, the Executive Team thoroughly vets each vacancy prior to recommending replacement.

NOW, THEREFORE, BE IT RESOLVED, the Southwest Health and Human Services Joint Governing Board appoints the authority to the Executive Team to refill replacement positions when a vacancy occurs in 2021 without additional approval from the Southwest Health and Human Services Joint Governing Board providing that the position is vetted by the Executive Team, is in the current year's budget and is not a new position.

BE IT FURTHER RESOLVED, this is an annual appointment to come before the Southwest Health and Human Services Joint Governing Board.

The motion for the adoption of the foregoing Resolution was duly seconded by Commissioner Thompson and upon a vote being taken thereon, the following voted in favor thereof: passed unanimously

and the following voted against the same: none

Whereupon said Resolution was declared duly passed and adopted on March 17, 2021.