



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: April 21, 2021

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00am

Adjourned: 10:01am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, April 21st 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 Wildermuth. The Pledge of Allegiance was said.

Members present:

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

Members on phone:

Lois Schmidt
Sherri Thompson

Members absent:

Jeane Anderson
Carol Flahaven
Joan Jagt
Steve Schulze
Corey Sik

Staff present:

Carol Biren	Amanda Holzapehl
Stacy Jorgensen	Sarah Kirchner
Kristin Malin	Cindy Nelson
Tanlee Noomen	Ann Orren
Nancy Walker	Beth Wilms

Staff present by phone:

Monica Christianson

C. **Consent Agenda –**

Chairperson Wildermuth asked if there were any additions to agenda, none given. No conflict of interest. Chairperson Wildermuth asked if there were any changes to be made to the March 17th, 2021 Board Minutes. Motion made by Sanow second by Burger: 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:**

Due to COVID-19 restrictions new staff were not present. Slide show presented listed the following. Heather Bowman, Eligibility Worker, Marshall/Redwood Falls; Lori Matthys, Eligibility Worker, Marshall.

E. **Employee Recognition:**

Director Wilms indicated due to COVID-19 staff are not present to accept recognition. Slide show presented listed the following. Nancy Garza, 1 year, Child Support Officer, Redwood Falls; Laura Bruns, 5 years, Social Worker (Children's Intake), Redwood Falls; Justine Sandbulte, 5 years, Social Worker (MnCHOICES), Luverne; Mandy Holzapfel, 10 years, Social Services Supervisor (Children's), Redwood Falls; Chand Cunningham, 15 years, Sanitarian, Marshall; Karyn Groenewold, 15 years, case Aide (Licensing), Marshall; Sandy Ourada, 15 years, Lead Eligibility Worker, Redwood Falls; Jeanne Backer, 35 years, Child Support officer, Pipestone.

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 \$1,223,640 and ended at \$798,406. The Agency ended March with an overall cash and investment balance of \$6,331,256. When excluding the designated funds, the ending balance for the month was \$5,046,514, which is up about \$2,400,000 from last year at this time. The self-insurance fund was at \$1,012,037 as of March 31st, 2021. As of today, that fund balance is \$ 911,031.00. Fund Balances: Fund 01 (PH) \$2,483,393.31 Fund 05 (HS) \$2,563,120.41. Looking at the numbers from a budget perspective. Ending March Public Health was two percent under budget for revenues. PH was two percent under budget for expenditures. State revenues are light due to quarter one funding being claimed this month. Grant claiming will be limited due to salaries being shifted to vaccinations. Will be claiming for both vaccination grants which will be depleted in quarter one. Do not know yet the amount of additional vaccination funding. Ending March Human Services was 10 percent under budget for revenues. The first half of county contributions should come in late May – early June. Kirchner stated that she overestimated interest income but it is a very small portion of the total revenues and will be made up in other areas of savings. HS was two percent under budget for expenditures. Quarter one claiming is due April 20th at the latest. Agency wide expenses exceeded revenues by \$2,258,051.66 for March. 1st half of levy funding will be about \$5,800,000. Motion by Salfer second by Nath: To move the financials to the Governing Board. Motion carried unanimously.

G. **Caseload –**

Chairperson Wildermuth asked if there were any comments or concerns about the caseload. Nothing stated.

H. **Discussion/Information –**

1. Kristin Malin, Amanda Holzapfel, Social Services Supervisors (Children's), came forward to give an update on Child Protection Unit. Malin explained there are state set specific criteria that unit has to follow. The goal is to identify barriers and to help families get connected to community partners. Most families the unit works with are able to keep the children in their homes. They have seen an increase in drug use and domestic violence families. Even during COVID the unit has been able to meet in person with these families and children. Discussion on the Agency working with school districts. It was explained that an Executive Order was given adding more pressure on the schools. This will be a learning process for both schools and our Agency. Discussion on the detection of Methamphetamines.

I. **Decision Items –**

Stacey Jorgensen, Social Services Supervisor (Adults), came forward to discuss the changes of Social Services Policy 25 – Behavioral Health Fund (BHF) – Rule 25/Comprehensive Assessment. Jorgensen pointed out changes made to policy provided in Board packet due to changes made by the State. Motion made by Anderson second by Sanow: To approve the changes as listed. Motion carried unanimously.

Chairperson Wildermuth asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:01am.

Approved Date 5/19/2021

Authorized Dan Wildermuth
Chairperson, Human Services Board

Janele Horn
Recording Secretary, Human Services Board

Attest: Bednarek
Director