



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: September 8th, 2021
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:57am
Adjourned: 11:36am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, September 8th, 2021 in the Commissioners room of the Lyon County Government Center, in Marshall, Minnesota. The meeting was called to order by Chairperson Anderson.

Members present:

- Jeane Anderson
- Rick Anderson
- Greg Burger
- Carol Ann Flahaven
- Steve Hauswedell
- Les Nath
- Jim Salfer
- Charles Sanow
- Corey Sik
- Sherri Thompson
- Rick Wakefield
- Dennis Welgraven

Members present by phone: Lois Schmidt

Members absent:

- Joan Jagt
- Steve Schultze
- David Thiner
- Dan Wildermuth

Staff present:

Carol Biren	Chris Cauwels
Lisa DeBoer	Stacey Longtin
Cindy Nelson	Stacey Strand
Nancy Walker	Beth Wilms

Staff Present by phone: Monica Christianson

Q. Consent Agenda-

Chairperson Anderson asked if there were any changes to the agenda. Director Wilms indicated she would like to do an addition in Discussion- Contract State of Minnesota Minute for three-year agreement for crowd strike, anti-virus, anti-malware software. Added to Decision Item 12. Chairperson Anderson asked if there were any corrections or additions to the minutes of the August 18th, 2021 meeting. Motion made by Welgraven second by Sanow: To approve the agenda, addition, and board minutes. The motion carried unanimously.

R. Financials-

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

S. Human Resources Statistics

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

T.

Discussion/Information Items-

1. Chris Cauwels, IT Director, came forward to talk about the ARPA Emergency Rural Healthcare Grant. This grant is being offered by the USDA and is used to help us prepare for a future pandemic. Cauwels mentioned that CARES monies were used for a Zoom subscription and was used heavily and is still used heavily. This grant would be used to renew our Zoom subscription and possible conference room equipment. Percentage reimbursement of up to 75 percent. Zoom will help write the grant. Moved to decision item 12.

2. Director Wilms opened the floor for discussion on Mandated versus Non-Mandated services in relation to staff wages and community wellness. Wilms asked the Board if they wanted to go down to just core services to look at benefits in each service, even though might not be mandated, fiscally saves the Agency large cost. Discussion on creating a task team to look into each service. Discussion on creating a document of each service related to cost of versus cost savings.

U. Decision Items-

1. Closed session Motion made by Sik second by Nath: To go into closed session. Motion carried unanimously 10:22am

Motion by Burger second by Sik: To come out of closed session. Motion carried unanimously. 10:54am

Recess: 10:54am

Reconvene: 11:03am

2. Nancy Walker, Deputy Director, came forward to request 2022 Non-Union staff compensation. Walker requested up to a three- and one-half percent pay for performance

increase, minimums and maximums get a one percent increase, and a 100 percent Agency cost of insurance increase. There has not been a tentative agreement with the union staff, if there would be a greater wage or insurance contribution this would too be extended to the non-union staff as well. Motion made by Burger second by Sik: To approve the request as presented. Motion carried unanimously.

3. Kayla Chester, County Agency Social Worker CPS, probationary appointment (12 months), \$24.12 per hour, effective 09/27/2021. Motion made by Sanow second by Anderson: To approve probationary appointment as requested. Motion carried unanimously.

4. Request for two Public Health Nurse/Registered Nurse/Registered Dietician. Motion made by Salfer second by Nath: To approve the positions as requested. Motion carried unanimously.

5. Request to fill Fiscal Manager position with Director of Business Management. Motion made by Sanow second by Anderson: To approve the request as presented. Motion carried unanimously.

6. Cauwels came forward to request the approval of changes made to Adm Policy 10 LAN Email Internet Access and Personal Computing Equipment. The Hemmingway app had been applied and many verbiage changes were made. Additions to this policy were retaining emails for 36 months, and verbiage changes in regard to supervisors making the decisions on where information would be stored. Motion made by Sik second by Nath: To approve the changes as presented. Motion carried unanimously.

7. DeBoer came forward to request the approval to replace six of our Agency fleet vehicles. The request was to order the vehicles now in order to get them in the spring of 2022. Payment is not due until they are delivered. Motion made by Salfer second by Welgraven: To replace the six of the Agency vehicles. Motion carried unanimously.

8. Scheduled the Annual Meeting for November 17th, 2021 following the regular Board meeting.

9. Biren came forward to request the approval to purchase five breastfeeding tents. These tents would be purchased through SHIP funding. Each county would have one and would be in charge of distributing them to events in their counties. Motion made by Thompson second by Sanow: To approve the purchase as requested. Motion carried unanimously.


10. Wilms went over the donation given. Anonymous family from Lucan, Mn donated books and book bags, stuffed animals, and blankets for children entering foster care. Motion made by Salfer second by Welgraven: To graciously accept donations given. Motion carried unanimously.

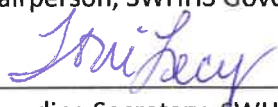
11. Director Wilms went over the contracts listed in the Board packets. Motion made by Anderson second by Sik: To approve the contracts as presented. Motion carried unanimously.


12. Cauwels came forward request the approval to apply for the ARPA Emergency Rural Health care grant as discussed earlier in discussion item one. Motion made by Thompson second by Salfer: To approve the request as presented. Cauwels also requested the approval to apply for a grant from the State of Minnesota to pay for the renewal of Malware software. The remainder of this year would be free, 2022 would be \$12 per user per device, 2023 would be \$14 per user per device. If we stayed with our current software, it would be \$45 per user per device. Motion made by Nath second by Burger: To approve applying for the grant. Motion carried unanimously.

Chairperson Anderson asked if there were any other questions. Hearing none. Meeting adjourned 11:36 am.

Approved Date _____

Authorized 
Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director