



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: March 16, 2022
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:48 am
Adjourned: 11:45 am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, March 16, 2022 in the Commissioners Room of the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Anderson.

Members present:

Jeane Anderson
Rick Anderson
Steve Hauswedell
Les Nath
Jim Salfer
Charles Sanow
Lois Schmidt
Corey Sik
David Thiner
Sherri Thompson
Rick Wakefield
Dennis Welgraven
Dan Wildermuth

Members absent:

Greg Burger
Carol Ann Flahaven
Joan Jagt
Steve Schulze

Staff present:

Gail Bielen	Carol Biren
Kristin Deacon	Lisa DeBoer
Toni Lecy	Stacey Longtin
Cindy Nelson	Nicole Slegers
Nancy Walker	Beth Wilms

P. Call to Order

Q. Consent Agenda-

Chairperson Anderson asked if there were any changes to the agenda. Chairperson Anderson asked if there were any corrections or additions to the minutes of the February 16, 2022 meeting. None were identified. Motion by Nath second by Sik: to approve the agenda and the board minutes as presented. The motion carried unanimously.

Remove item from agenda: Item U. 5. - Alexis Wegner, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 3/21/2022. Will not be joining the agency.

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 by Salfer second by Nath: to approve the financial report as forwarded by the Human Services and Community Health Boards. 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. Board Per Diem - Director Wilms came forward to discuss the board per diems. The executive team has discussed increasing the board per diems. Open the discussion to the board about increasing the per diems. R. Anderson discussed how the per diems are offered if the agency offers a per diem the board has to take the per diem from the agency rather than from the county. Anderson asks that the Executive Committee review the per diems and send out an email to the commissioners. Discussion about the per diems being paid out of the county funds. This item will be brought back to the April board meeting for further discussion.

Recess: 10:11 am

Reconvene: 10:25 am

U. Decision Items-

Director Wilms came forward to present the decision items:

1. Mariah Cleppe, Social Services Supervisor, probationary appointment (12 months), \$65,280 annual salary, effective 2/14/2022
2. Stephanie Bengtson, Social Work Team Lead, probationary appointment (6 months), \$28.58 hourly, effective 2/14/2022
3. Jennifer VanderSchaaf, Social Work Team Lead, probationary appointment (6 months), \$34.03 hourly, effective 2/14/2022
4. Christopher Nelsen, IT Specialist, probationary appointment (12 months), \$26.50 hourly, effective 2/28/2022

5. Stacy Kuehl, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 3/21/2022
6. Michelle Giannelli, Eligibility Worker, probationary appointment (12 months), \$18.88 hourly, effective 4/11/2022
7. Nicole Slegers, Office Services Supervisor, probationary appointment (12 months), \$51,261 annually, effective 3/28/2022
8. Toni Lecy, Eligibility Worker, probationary appointment (6 months), \$18.88 hourly, effective 3/28/2022

Motion by Thompson second by Welgraven: to accept the probationary appointments as presented. The motion carried unanimously.

10. IT Request for Multi-Factor Authentication – Director Wilms came forward to request the multi-factor authentication as presented in the packet. The user must log in with two separate identifications, request is to purchase a 2-year package and tokens for staff. Morris Electronics quote is for 240 users at a cost of \$54.00 per employee per year, for a total of \$25,775.01.

Motion by Thiner second by Sik: to accept the IT Request for Multi-Factor Authentication from the Morris Electronics quote, up to \$25,775.01. The motion carried unanimously.

11. Admin Policy 10 LAN Email Internet Access and Personal Computing Equipment – Director Wilms came forward to explain the changes to the policy. The use of two-factor authentication and work from home use of keyboard, monitor, mouse and headset. Personally owned printers, storage devices, recording devices and smart speakers are not allowed to be used. IT will not support personally owned devices and will not make recommendations on which devices to use.

Motion by Welgraven second by Nath: to accept the changes to Admin Policy 10 as presented. The motion carried unanimously.

- 12: Donations:
Moody County Happy Youngsters 4-H Club donated baby diapers and wipes to WIC county participants or Out of Home Placements. Christ Lutheran Cloth with Love donated children's clothing to a family in need.

Motion by Wildermuth second by Sik: to accept the donations and send thank you notes for the donations. The motion carried unanimously.

13. Contracts -
Director Wilms came forward to present the contracts that were presented in the board packet.

MARCH 2022 - GRANTS ~ AGREEMENTS ~ CONTRACTS for Board review and approval

1. MDH Strong Foundations Family Home Visiting Grant (St Paul, MN) - 03/01/22 – 12/31/22; New grant to support evidenced based home visiting program for at risk families; \$146,453 (NEW).

Fiscal Note:

2. **Ellison Center (St Cloud, MN)** - 03/01/22 – 12/31/22; New contract to provide reflective consultation for home visits related to the MDH Strong Foundations FHV grant; \$24,195 (NEW).

Fiscal Note:

3. **Ivonne Hart (Marshall, MN)** – 01/01/22 to 12/31/22; contract to provide interpreting services at \$40/hour for face-to-face during office hours and \$50/printed page for written document translation (no increase)(renewal).

Fiscal Note: 2022 \$400 to date; 2021 \$390; 2020 \$50

Motion by Wakefield second by Nath: to approve the contracts as presented. The motion carried unanimously.

14. Closed Session – Labor Negotiations Strategy - motion by Wildermuth second by Thompson to go into closed session. The motion carried unanimously.
Closed session 10:45 am.

Motion by Thiner second by Sanow: to go out of closed session. The motion carried unanimously.

Out of closed session at 11:39 am.

A motion was made for a Memorandum of Agreement regarding a Retention Incentive to be presented to the collective bargaining group. The same Retention Incentive would be offered to the non-union group. A roll call vote was requested.

Yay's: R. Anderson, Hauswedell, Nath, Salfer, Sanow, Sik, Thompson, Wakefield and Wildermuth. Nay's: Thiner and Welgraven.

The roll call vote passed by 9-2.

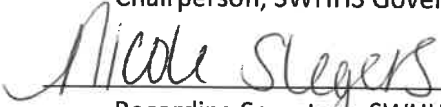
V. Adjournment

Motion by Chairperson Anderson: to adjourn meeting. Chairperson Anderson asked if there were any other questions. Hearing none he adjourned the meeting at 11:45 am.

Approved Date 4-20-2022

Authorized 

Chairperson, SWHHS Governing Board



Recording Secretary, SWHHS Governing Board

Attest: 

Director