



SOUTHWEST HEALTH AND HUMAN SERVICES  
HUMAN SERVICES BOARD

MINUTES

Date: March 16, 2022

Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 9:00 am

Adjourned: 9:45 am

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

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:

Valarie Anderson	Gail Bielen
Carol Biren	Heather Bowman
Kristin Deacon	Lisa DeBoer
Toni Lecy	Stacey Longtin
Cindy Nelson	Kaitlyn Roberts
Nicole Slegers	Ashley VanOverbeke
Nancy Walker	Beth Wilms
Scott Winter	

C. Consent Agenda-  
Chairperson Wildermuth asked if there were any additions to the agenda. There were none indicated. Wildermuth asked if anyone had a conflict of interest to identify. None were identified. He asked if there were any corrections or additions to the minutes of the February 16, 2022 meeting. There were none. Motion by R. Anderson second by Hauswedell: to approve the Consent Agenda. The motion carried unanimously.

D. Introduction of New Staff:  
Director Beth Wilms came forward to introduce new staff.  
Valarie Anderson, Eligibility Worker, Redwood Falls  
Kaitlyn Roberts, County Agency Social Worker (LADC), Luverne  
Angela Schreifels, Office Support Specialist, Sr., Slayton  
Kate Legler, Eligibility Worker, Luverne  
Dallis Henrichs, Eligibility Worker, Luverne  
Christopher Nelsen, IT Specialist, Marshall

E. Employee Recognition:  
Director Wilms indicated that staff are present to receive recognition.  
Heather Bowman, 1 year, Eligibility Worker, Marshall  
Jessica Robison, 1 year, Social Worker (CMH), Redwood Falls  
Nicole Slegers, 5 years, Collections Officer, Pipestone  
Dawn Anderson, 10 years, Case Aide, Luverne  
Roseanne Venable, 10 years, Eligibility Worker, Redwood Falls  
Danette Smit, 25 years, Social Worker (LTC), Pipestone  
Scott Winter, 25 years, Social Worker (Licensing), Slayton

F. Financial-  
Lisa DeBoer, Director of Business Management, came forward to present the February 2022 financials. The month of February started out with a beginning balance in checking of \$2,530,256 and ended at \$3,136,163. Remaining 1<sup>st</sup> quarter PH levy funding of \$120,783. We ended February with an overall cash and investment balance of \$9,669,189. When excluding the designated funds, the ending balance for the month was \$8,371,704, which is up \$2,348,400 from last year at this time. The self-insurance fund was at \$996,915 as of the end of the month. The fund is down approximately \$446,666 from the prior year but the difference was more like \$123,666 due to an insurance claim at month end. As of today, that fund balance is \$979,919. Fund Balances: Fund 01 (PH) \$3,522,706, Fund 05 (HS) \$4,781,220. Looking at the numbers from a budget perspective for month end: Public Health was 11 percent OVER budget for revenues and 1 percent UNDER budget for expenditures. Overall, revenues exceeded expenditures by \$461,008. Human Services was 6 percent UNDER budget for revenues and 3 percent UNDER budget for expenditures. Overall, expenditures exceeded revenues by \$918,740. Agency wide expenditures exceeded revenues by \$457,732.


Motion by Salfer second by Thompson: to forward the Financials to the Governing Board. The motion carried unanimously.

- G. Caseload-  
Director Wilms asked if there were any comments or concerns about the caseload. No questions were stated.
  
- H. Discussion/Information-  
1. Adult Protection Services – Social Services Supervisor, Stacey Longtin came forward to explain the adult protection services provided by the agency. The State of Minnesota has a call-in center, Minnesota Adult Abuse Reporting Center (MAARC) for anyone to call in an intake for vulnerable adults. The State takes the intake call and then sends the intake information out in an email to our agency. There are four supervisors who monitor those emails 24 hours per day. The staff works together to make contact with the on-call staff and make a determination of what the next steps should be. There is performance management system for adult protection in which screen out reports are done within five business days. A screening team meets every morning to go over the reports. Repeat reports are considered when they occur within a six-month period. The criteria to meet the vulnerable standards, must be over 18, have a disability, memory loss, living in a care home or having a person care for them in their home.
  
- I. Decision Items – none.

Chairperson Wildermuth asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:45 am.

Approved Date 4-20-2022

Authorized   
Chairperson, Human Services Board

  
Recording Secretary, Human Services Board

Attest:   
Director