



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: May 18, 2022

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:47 a.m.

Adjourned: 10:16 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, May 18, 2022 in the Commissioners Room in 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
Greg Burger
Corey Sik
Dan Wildermuth
Joan Jagt
Steve Schulze

Members absent:

Staff present:

Carol Biren	Corey Remiger
Lisa DeBoer	Cindy Nelson
Nicole Slegers	Christine Versaevol
Nancy Walker	Beth Wilms
Stacey Longtin	Brittany Meyer
Candya Griffin	D'Ajah Tye
Cody Rofshus	Janet Bush
Sarah McCabe	Michelle Gianneli
Tristan Nelson	Megan Amundson
Marissa Brown	

P. Call to Order

Q. Consent Agenda-

Chairperson Anderson asked if there were any changes to the agenda. Beth Wilms states that there was a change in the contracts. It was asked to table the SHIP grant. Motion by D. Welgraven second by L. Nath to approve the agenda and the board minutes as presented. 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 by G. Burger second by C. Sanow 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. Personnel Committee Update – R. Anderson stated they met on May 2nd. Four staff members were asking for compensation for hours they worked or missed out on during the Covid pandemic. The committee discussed these issues. It was stated that covid money that the agency received was for reimbursement of job duties already performed. Those funds would not be able to be used to pay staff members for hours that they feel they missed out on. If the board would have decided to pay those employees it would have had to come out of reserves. The committee received a letter from our attorney, Ann Goering, stating that we are not able to pay those staff members for hours they lost. The letter will be attached to the May 2022 Board Minutes. R. Anderson stated that due to the letter from the attorney, the decision was made not to further pursue this topic.

Recess: 9:50 a.m.

Reconvene: 10:02 a.m.

U. Decision Items-

2. Emily Baumgarn, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 4/25/2022
3. Leslie Anderson, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 5/23/2022
4. D'ajah Tye, County Agency Social Worker (CPS), probationary appointment (12 months), \$24.36 hourly, effective 4/25/2022
5. Jada Griffin, County Agency Social Worker (CMH), probationary appointment (12 months), \$24.36 hourly, effective 5/9/2022
6. Bridget Fitzgerald, County Agency Social Worker (CPS), probationary appointment (12

months), \$24.36 hourly, effective 5/9/2022

7. Andrea Gorte, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 5/16/2022
8. Joshua Kirchner, Collections Officer, probationary appointment (6 months), \$20.49 hourly, effective 4/11/2022
9. Taalyr Egeness, Social Services Supervisor (Children's), probationary appointment (12 months), \$65,000 annual, effective 4/18/2022
Motion by D. Wildermuth second by C. Sik to approve the probationary appointment as presented. The motion carried unanimously.

10. Request for Social Services Case Aide

Cindy Nelson, Social Services Division Director requested a case aide for social services. Cindy stated that this person would be involved with some paraprofessional work and would be reimbursable wages. G. Burger asked about the wage gap. Cindy stated that it would be much closer to the lower end of the wage spectrum. Motion made by G. Burger second by S. Thompson to hire a case aide. The motion carried unanimously.

11. Administrative Policy 5 – Credit Card Policy

Nancy Walker, Deputy Director requested changes be made to Administrative Policy 5. There are staff that were removed and staff that were added to the policy due to job position changes and job separations. Nancy also stated that they try to keep a credit card in every agency location. Motion made by D. Wildermuth second by C. Sik to approve Administrative Policy 5 as presented. The motion carried unanimously.

12. Managed Care Services Resolution (SNBC & Family and Children's)

Beth Wilms, Director stated that she only has 1 resolution for SNBC. Lincoln, Lyon, Pipestone, and Redwood it is requested that Primewest be the providers for SNBC and Family and children's. For Rock and Murray it is recommended that we use Ucare or Medica for the SNBC. Blues and Ucare will be recommended for Rock and Murray for Family and Children's. Beth is recommending that these are who we use. Resolution is not mandated by the State but we want to send a clear message to the State with a resolution. There will be two different resolutions. Beth requested that if the time frames become an issue if the board would allow R. Anderson to just come into the office and sign the resolution for the board. The board was in agreement that R. Anderson could sign if there are time constraints. Motion made by J. Salfer second by R. Wakefield to approve the Special needs basic care resolution. The Motion carried unanimously.

13. Donations:

- Karla Adams donated Love Bears for kids who are in temporary foster homes
- Good Shepherd Lutheran Church donated toiletry items/kits for foster children
- Katrina Stoltzfus donated 8 baby layettes for WIC families with newborns in need

Motion by D. Thiner second by S. Hauswedell to accept the donations and send thank you notes for the donations. The motion carried unanimously.

1. Contracts -

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

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

MDA WIC Farmers Market Nutritional Program – Rock County (St Paul, MN) - 06/01/22 – 12/31/22; Joint Powers Agreement to provide nutrition education that focuses on fresh vegetables by issuing FMNP checks to WIC clients; \$1.50 per issuance up to \$300 (NEW).

Fiscal Note: new

LexisNexis Risk Solutions / Accurint for Government Plus - 05/01/22; Agreement granting access to LexisNexis for client informational searches needed for child protection, child support, etc; 4 user licenses at \$464/mo (renewal).

Fiscal Note: 2021 \$6,960

Motion by D. Wildermuth second by R. Walkefield to approve the contracts as presented. The motion carried unanimously.

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 10:16 a.m.

Approved Date 6-15-2022

Authorized 
Chairperson, SWHHS Governing Board

Attest: 
Director


Recording Secretary SWHHS Governing Board