



SOUTHWEST HEALTH AND HUMAN SERVICES  
HUMAN SERVICES BOARD

MINUTES

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

Opened: 9:00 a.m.  
Adjourned: 9:30 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, November 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
- Les Nath
- Lois Schmidt
- David Thiner
- Dennis Welgraven
- Greg Burger
- Rick Wakefield
- Charles Sanow
- Dan Wildermuth
- Corey Sik
- Steve Hauswedell

Members absent:

- Joan Jagt
- Steve Schulze
- Sherri Thompson
- Maydra Maas
- Jim Salfer

Staff present:

Carol Biren	Beth Wilms
Ann Orren	Chris Cauwels
Nicole Slegers	Stacey Longtin
Lisa DeBoer	Nancy Walker
Cindy Nelson	Jessica Hively
Kristine (Ebnet) Goodrich	

C. Consent Agenda-

Chairperson Wildermuth asked if there were any additions or changes to the agenda. B. Wilms asked to move Income Maintenance Policy 5 to a decision item on the human services board moving it from the Governing board decision item. 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 October 19, 2022 meeting. There were none. Motion by C. Sanow second by D. Welgraven to approve the Consent Agenda. The motion carried unanimously.

D. Introduction of New Staff:

Director Beth Wilms came forward to introduce new staff.

- Kristine Ebnet, Accounting Technician, Marshall
- Michelle Timm, County Agency Social Worker, CPS, Redwood Falls

E. Employee Recognition:

Director Wilms indicated that staff are present to receive recognition.

- Jessie Stoufer-Mertens, 1 year, Eligibility Worker, Redwood Falls
- Jessica Hively, 10 years, Social Worker (LTC), Marshall
- Judy VandenBosch, 15 years, Case Aide, Pipestone
- Karla Arends, 25 years, Social Worker (CMH), Redwood Falls

F. Financial-

Lisa DeBoer, Director of Business Management, came forward to present the October 2022 financials. The month of October started out with a beginning balance in checking of \$3,355,763 and ended at \$2,894,367. The investment balance matured mid-October and the \$3,000,000 was deposited back into the Magic Fund account. Interest gained was \$16,032. We ended October with an overall cash and investment balance of \$9,446,010. When excluding the designated funds, the ending balance for the month was \$8,154,467, which is up \$1,300,000 from last year at this time. The self-insurance fund was at \$988,224 as of the end of the month. The \$303,470 temporary increase is due to a claim advance at month end. As of today, that fund balance is \$601,090. Fund Balances: Fund 01 (PH) \$3,780,582, Fund 05 (HS) \$4,373,885. Looking at the numbers from a budget perspective for month end: Public Health was 11 percent OVER budget for revenues and 8 percent UNDER budget for expenditures. Overall, revenues exceeded expenditures by \$718,884. Human Services was 10 percent UNDER budget for revenues and 6 percent UNDER budget for expenditures. Overall, expenditures exceeded revenues by \$1,324,132. Agency wide expenditures exceeded revenues by \$605,248.

Motion by G. Burger second by R. Anderson 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

- I. 2023 Human Services Budget – Lisa DeBoer  
Motion by C. Sanow second by G. Burger to approve a 5% levy increase for a total levy request of \$12,552,080 for a human services budget of \$30,091,101 for 2023. The motion carried unanimously.
  
- K. Income Maintenance Policy 5 – Nancy Walker  
N. Walker stated that K. Herding had gone through the policy and some changes needed to be made. Felony drug conviction clients are subject to random drug testing when on certain public assistance programs. Typically, our agency receives results through the probation unit. However, there are times when the client does not have a probation agent and we have to schedule to random drug test. Section E. 1-7 describes the how this process will work. Motion to D. Welgraven second by C. Sik to approve Income Maintenance Policy 5. Motion carried unanimously.

Chairperson Wildermuth asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:30 a.m.

Approved Date 12/21/22

Authorized   
Chairperson, Human Services Board

\_\_\_\_\_  
Recording Secretary, Human Services Board

Attest: \_\_\_\_\_  
Director