



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: January 18, 2023
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:43 a.m.
Adjourned: 11:57 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, January 18, 2023 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Burger.

Members present:

- Jeane Anderson
- Rick Anderson
- Doug Nagel
- Lois Schmidt
- Jackie Meier
- Dennis Welgraven
- Rick Wakefield
- Todd Draper
- Greg Burger
- Sherri Thompson
- Dan Wildermuth
- Jim Salfer
- Maydra Maas
- Steve Hauswedell

Members absent:

- Joan Jagt
- Les Nath
- Mic Vandever

Staff present:

Carol Biren	Beth Wilms	Ann Orren
Nicole Slegers	Lisa DeBoer	Nancy Walker
Cindy Nelson	Taaylr Egeness	Mariah Cleppe
Emilee Potter	Monica Christianson	

P. Call to Order

Recess: 10:43 a.m.

Reconvene 10:53 a.m.

Q. Election of Officers-

Chairperson Burger opened the election of officers.

1. Appointed members of Executive Committee - Wildermuth (Pipestone), Welgraven (Murray), Wakefield (Redwood), Hausewedell (Lincoln), Anderson (Lyon), Burger (Rock)
2. Appointed members of Finance Committee - Burger, Welgraven and Wildermuth
3. Appointed members of Personnel Committee - Burger, Wakefield, Anderson
4. Appointed members of Insurance Committee - Rick Anderson

R. Consent Agenda-

Chairperson Burger asked if there were any changes to the agenda. Anderson 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 December 21, 2022 meeting. Discussion item with potential decision item from Cindy Nelson for Child Protection Lead Social worker. Motion by R. Wakefield second by D. Welgraven to approve the agenda and the board minutes as presented. The motion carried unanimously.

S. Financials-

Chairperson Burger 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 S. Hauswedell second by T. Draper to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

T. Human Resources Statistics

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

Recess: 10:43 a.m.

Reconvene 10:53 a.m.

U. Discussion/Information Items-

1. Human Resources Presentation – Monica Christianson and Nancy Walker
Last 3 years has been interesting in hiring, recruiting, and retaining workers. Seventy-three staff were hired in 2022. Fifty were external and Twenty-three were internal. There has been 32% internal movement. Promoting within has been a great asset to our agency. Currently there is 12 openings. Public Health Nursing is most difficult with four openings, and they have been open for 2 years. There is one position open as a LADC, Licensed drug and alcohol counselor. There is one Child support officer and one child protection worker. These are the more difficult positions to fill. N. Walker stated that we are seeing a

boomerang effect where an employee has left the agency and now are applying and wanting to come back. Most applications are from Facebook and indeed. Days to fill the position is about 30 calendar days from opening to start new employee. In merit system, our hiring was running at about 50 days. We have had 37 separations, which is two less than 2021. Turnover is not always bad. It can be constructive. HR looks at why people are leaving. Biggest reason for people leaving was finding other positions. Twenty-two people left for other jobs but seventeen left to our competitors. Supervisors get the exit interview data quarterly. Wages is the most frequent reason for leaving. Caseloads are too high. Positives are like the flexibility, coworkers, the work and people they serve, wellness committees. Would like the board to understand the day to day of the workers. They do like the paid time off. Our current labor force does not look at we are going to find a job and stay forever. Benefits have changed from preferred one to blue cross blue shield. HSA accounts have changed from select to WEX, and this was not as seamless. Short-term disability changed period from 30 days to 15 days. Preferred one is still sending in prescription rebates and we should continue to get those rebates through 2023. Blue Cross Blue Shield sends the rebates in February. Will be better for forecasting and planning using BCBS.

2023 will continue to be on the hamster wheel. It has been a long time since we have not had any open positions. We did budget for a tracking system for applicants. Cost for merit system was \$40,000. Tracking system will be under \$10,000. New contract ends at the end of 2023. Continue to evaluate pay and benefits. Research shows that our minimums need some adjustment. Paid family medical leave and N. walker has been appointed to this workgroup. Program administered by the state they would make an application similar to unemployment. Looking at a shared payroll tax between employee and employer. Cost of \$42,000/year. Some unknowns about this. Sliding scale is being proposed. Introduced in a committee hearing already. Initial emails stated that employer have to pay the shared taxes. There is a self-employment provision in the bill. L. Schmidt asked who sees the exit interviews and she shared she thinks someone should see the exit interviews. Aggregate information could be shared. L. Schmidt is asking that we get the information we need to get. Exit interviews are not mandatory. Eight people left in December but only three did them.

2. Child Protection Lead Social Worker – Cindy Nelson

Lead child protection worker. Seeing a need in the Redwood County Office. Wanting one worker who primarily works with the tribal cases. They would provide some training to other workers. It would be a promotion for a worker already within Southwest Health & Human Services. They would work with all aspects of the tribal cases. G. Burger asked about monetary value to this worker. C. Nelson stated that it would be additional \$3,000. D. Wildermuth stated that we like the advancement within. R. Anderson stated that AMC is looking at working with the tribes much more so he feels that if we can work with them hand in hand it is great advantage. The reservation is govern, so very important to work with the tribal facility. Motion to approve a new child protection lead social worker was made by S. Thompson second by R. Wakefield. The motion carried unanimously.

V. Decision Items-

- *Christ the King Free Lutheran Church* \$200 for diapers
Motion by D. Welgraven second S. Hauswedell by to accept the donations and send thank you notes for the donations. The Motion carried unanimously.

8. Contracts

Jean Callens (Taunton, MN) – 01/01/23 to 12/31/23; Client guardianship services, \$20/hour plus expenses (no increase) (renewal). *Fiscal Note: 2022 \$2,126; 2021 \$2,990; 2020 \$1,335; 2019 \$2,747; 2018 \$1,806*

Divine House Inc (Willmar, MN) – 01/01/23 to 12/31/23; provide non-waivered client semi-independent living skills (SILS); \$28.74/hour (no increase) (renewal). *Fiscal Note: 2022 \$6,354; 2021 \$10,008; 2020 \$11,985; 2019 \$10,900; 2018 \$10,742*

DHS Child Welfare/Juvenile Justice Screening Grant – 01/01/23 to 12/31/23; Provide funds to support children’s mental health screening, assessment, and services in child welfare (\$106,508) and juvenile justice populations (\$11,765); \$118,273 (12% increase)(renewal). *Fiscal Grant Award: 2022 \$116,863; 2021 \$89,831; 2020 \$87,909; 2019 \$102,998; 2018 \$102,199*

Murray County DAC - 01/01/23 – open; Agreement covering data sharing, HIPAA and privacy rules (NEW).

Murray County DAC (Slayton, MN) - 01/01/23 – 12/31/23; Paper shredding services, \$8.97/hour (no increase) (renewal). *Fiscal Note: 2022 \$249; 2021 \$126; 2020 \$54*

Paulette Koch (Walnut Grove, MN) – 01/01/23 to 12/31/23; Client guardianship services, \$85/mo (no increase) (renewal). *Fiscal Note: 2022 \$6,586; 2021 \$6,076; 2020 \$7,095; 2019 \$8,224; 2018 \$8,481*

Prairie Support Services (Walnut Grove, MN) – 01/01/23 to 12/31/23; client guardianship services, \$30/hour plus mileage (11% increase) (renewal). *Fiscal Note: 2022 \$29,482; 2021 \$19,159; 2020 \$19,326; 2019 \$16,300; 2018 \$5,776*

Preferred One – 1/1/2023; Amendment to Restated Health Services Access & Administrative agreement with Preferred One regarding post-termination obligations and fees (NEW).

Progress Inc (Pipestone, MN) - 01/01/23 to 12/31/23; Paper shredding and recycling services, \$.80/pound shredding (18% increase) and \$10.59/hr recycling pickup (increased to minimum wage) (renewal). *Fiscal Note: 2022 \$3,653; 2021 \$1,460.38; 2020 \$1,301; 2019 \$1,831; 2018 \$2,633*

Southwest Crisis Center (Luverne, MN) – 01/01/23 to 12/31/23; Community Education and Prevention Services to bring awareness and acceptance of mental illness, chemical dependency, or other social problems as well identify availability of resources and services, \$5,000 block grant (no increase) (renewal). *Fiscal Note: 2022 \$5000; 2021 \$5,000; 2020 \$5,000; 2019 \$5,000; 2018 \$5,000*

Northwestern Minnesota Juvenile Center (Beltrami County) – 01/01/23 to 12/31/23; home school and detention center to juvenile clients; non-secure \$247/day (increase), secure \$257/day (increase) (renewal). *Fiscal Note: N/A*

Rock County Opportunities - 01/01/23 – open; Agreement covering data sharing, HIPAA and privacy rules (NEW).


Western Mental Health Center Inc (Pipestone) – 01/01/23 to 12/31/23; Adult Community Support Program, MH Practitioner \$98/hr, Community Support Aide \$50/hr, ARMHS Individual Service \$98/hr, ARMHS group service \$50/hr, Certified Peer Specialist \$98/hr, BHH Individual service \$98/hr; \$25,000 cap – additional dollars require approval (NEW – same rates as Lincoln, Lyon, Murray, Redwood contract with WMHC). *Fiscal Note:*

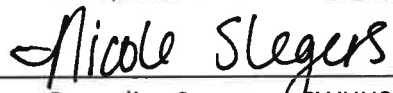
Motion by S. Thompson second by R. Wakefield to approve the contracts as presented. The Motion carried unanimously.

W. **Adjournment**

Motion by Chairperson Burger: to adjourn meeting. Chairperson Burger asked if there were any other questions. Hearing none, he adjourned the meeting at 11:57 a.m.

Approved Date 2.27.2023

Authorized 
Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director