



SOUTHWEST HEALTH AND HUMAN SERVICES  
GOVERNING BOARD

MINUTES

Date: February 27, 2023  
Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 9:55 a.m.  
Adjourned: 10:23 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Monday, February 27, 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
- Doug Nagel
- Lois Schmidt
- Jackie Meier
- Dennis Welgraven
- Rick Wakefield
- Todd Draper
- Greg Burger
- Mic Vandever
- Jim Salfer
- Maydra Maas

Members absent:

- Joan Jagt
- Les Nath
- Rick Anderson
- Steve Hauswedell
- Dan Wildermuth
- Sherri Thompson

Staff present:

Carol Biren	Beth Wilms	Nicole Slegers
Lisa DeBoer	Nancy Walker	Krista Bassett
Tiffany Bailey	Chris Cauwels	

**P. Call to Order**

**Q. Consent Agenda-**

Chairperson Burger asked if there were any changes to the agenda. Burger 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 January 18, 2023 meeting. Motion by R. Wakefield second by M. Vandevere to approve the agenda and the board minutes as presented. The motion carried unanimously.

**R. 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 M. Vandevere second by D. Welgraven to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

**S. Human Resources Statistics**

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

**T. Discussion/Information Items-**

1. MCIT Certificate of Excellence – Lisa DeBoer

Lisa DeBoer wanted to share with the board that we are doing well with our insurance.

**U. Decision Items-**

1. Savannah DuFrane, County Agency Social Worker, Children's Mental Health, probationary appointment (12 months), \$24.60 hourly, effective 2/6/2023

2. Kaitlin Vos, County Agency Social Worker, Long Term Care, no probationary period, no change in rate of pay, effective 2/13/2023

3. Heather Arneson, County Agency Social Worker, Child Protection, probationary appointment (12 months), \$26.50 hourly, effective 2/27/2023

4. Paige Welsh, County Agency Social Worker, Long Term care, probationary appointment (12 months), \$24.60 hourly, effective 2/13/2023

5. Barbara Hall, Case Aide, probationary appointment (12 months), \$18.53 hourly, effective 2/13/2023

Motion by R. Wakefield second by J. Salfer to approve the probationary appointment as presented. The Motion carried unanimously.

6. 2022 Single Audit Engagement Letter – Lisa DeBoer

The letter from the State Auditor is included in the board packet. The letter talks about what they audit and what they are looking for during an audit. Fees are right around \$60,000 for a State Audit. It was stated that we tried a few years ago to do a private audit but it was not allowed at the State level. A private audit is about half the price of a public audit.

Motion to approve the 2022 Single Audit Engagement Letter by M. Vandevere second by T. Draper. The motion carried unanimously.

7. Request for Copiers for Marshall and Redwood Falls Offices – Chris Cauwels  
Two quotes for copiers. Loffler and Marco are where the quotes are from. C. Cauwels stated that she would like to move forward with the bid from Loffler. \$822.56  
Motion to approve the request for copiers for Marshall and Redwood Falls Offices using the quote from Loffler for \$822.56/month by D. Welgraven second by M. Vandevere. The motion carried unanimously.

8. Donations -

- *Upward Bound Students SMSU- Tied Blankets for Foster children- Marshall Office*
- *Melissa DeBaere – Pull Ups, Tooth Brushes, and Tooth Paste – Marshall Office*
- *Stacy Fier – Suit Cases, blanket for kids in care – Marshall Office*
- *St. Catherine’s Mission Sewing – 28 Stocking hats and 8 Fleece Blankets – Luverne Office*
- *First Presbyterian Church of Luverne – 6 Boxes of diapers for WIC – Luverne Office*

Motion by M. Vandevere second by T. Draper to accept the donations and send thank you notes for the donations. The Motion carried unanimously.

9. Contracts

**Amherst H Wilder Foundation (St. Paul, MN)** – 02/15/23 to 07/31/2023; agreement for administering an adult community health survey for 16 counties in the Southwest Region, \$192,668 (NEW). *Fiscal Note: NA*

**Canoga Park Childcare LLC (Marshall, MN)** – 02/01/23 to 12/31/23; Public Health contracts for daycare centers to provide services for the development and maintenance of a health and safety plan and meet State requirements of Rule 3, \$40/month/visit (NEW) *Fiscal Note:*

**DHS Mobile Crisis Response Services Grant for Adult & Children’s (Lincoln, Lyon, Murray, Redwood and Yellow Medicine Counties)** – 01/01/23 to 12/31/24; Mental health crisis response services, which will be provided through Western Mental Health Center, \$383,532 for 2023 allocation; \$438,351 for 2024 allocation (renewal). *Fiscal Note: pass through grant monies to WMHC*

**Greater MN Family Services (Willmar, MN)** – 01/01/23 to 12/31/23; MH Family Based Services and Counseling, provide 4,578 service hours at \$69.80/hour and diagnostic assessments at \$98.60/unit, \$319,544 max for 3.5 FTE (no increase) (renewal). *Fiscal Note: 2022 \$10,130; 2021 \$31,257; 2020 \$67,742; 2019 \$61,105; 2018 \$87,619;*

**Hoffman & Brobst - Marlene Verdoes CPA, Representative (Marshall, MN)** – 01/01/23 to 12/31/23; Accounting services for child support cases, \$125/hour plus expenses with a cap of \$2,500 for the year (no increase) (renewal). *Fiscal Note: 2022 \$600; 2021 \$2,212; 2020 \$412; 2019 \$-0-; 2018 \$1,375*

**Lamar Companies (Sioux Falls, SD)** – 03/13/23 to 03/10/24; advertising agreement for billboard posters promoting alcohol and drug prevention, Drug Free Communities grant monies of \$5090 (6% increase)(renewal). *Fiscal Note: 2022, \$4797; 2021 \$5,733; 2020 \$5,560; 2019 \$8,300; 2018 \$2,600;*

**MDH MN Vaccines for Children (MnVFC) (St Paul, MN)** – 10/01/18 to 09/30/23; Amendment to MnVFC program contract. Amendment includes additional tasks to the project work plan, increases to visit reimbursement rates, and updating of wording. (Amendment). *Fiscal Note: None*

**MDH Regional Health Equity Networks** – 01/09/23 to 05/31/23; initiative to address health disparities among populations at high-risk and underserved, \$57,180 (NEW). *Fiscal Note:*

**Primewest Health (Alexandria, MN)** – 01/01/2022 to open; provide covered services to clients enrolled in their managed care plan for clients in Lincoln, Lyon, Pipestone, and Redwood counties (NEW). *Fiscal Note: None*

**Project Turnabout** – 01/01/23 to 12/31/23, detoxification services \$343/day (\$10 increase) (renewal). *Fiscal Note: 2022 \$0; 2021 \$666, 2020 \$17,784.66; 2019 \$72,534; 2018 \$74,197*

**Southwestern Mental Health Center (Pipestone/Rock)** – 01/01/2023 to 12/31/2024; administrative reimbursement for adult and children’s crisis response team and mobile crisis hotline for Pipestone and Rock counties; \$48,840/2023, \$48,840/2024 (NEW). *Fiscal Note:*

**Southwestern Mental Health Center (Rock)** – 01/01/2023 to 12/31/2023; administrative reimbursement for Adult Rehabilitative Mental Health Services and Adult Community Support Services; \$25,000 (NEW). *Fiscal Note:*

**Southwestern Mental Health Center (Pipestone/Rock)** – 01/01/2023 to 12/31/2023; administrative reimbursement for Community Living Infrastructure and housing stabilization for Pipestone and Rock counties; \$16,800 (NEW). *Fiscal Note:*

**Southwestern Mental Health Center (Pipestone/Rock)** – 01/01/2023 to 12/31/2023; administrative reimbursement for Assertive Community Treatment for Pipestone and Rock counties; \$16,800 (NEW). *Fiscal Note:*

**Southwestern Mental Health Center Inc (Rock County)** – 01/01/23 to 12/31/23; Mental health services (block grant) to provide adult and children’s outpatient treatment, crisis treatment, and medication management for Rock county only, \$200,000 (NEW). *Fiscal Note:*

**Western Mental Health Center (Marshall, MN)** – 01/01/2023 to 12/31/2023; amendment to Family Community Support Program 2023 contract to include Pipestone and Rock counties, increase maximum amount to \$35,000. (\$10,000 increase) (Addendum). *Fiscal Note:*


**Western Mental Health Center (Marshall, MN)** – 01/01/2023 to 12/31/2023; amendment to Community Support Program 2023 contract to include Pipestone and Rock counties, increase maximum amount to \$20,000. (\$5,000 increase) (Addendum). *Fiscal Note:*

Motion by D. Welgraven second by M. Vandever to approve the contracts as presented. The Motion carried unanimously.

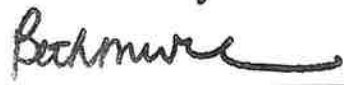
V. **Adjournment**

Motion by Chairperson Burger: to adjourn meeting. Chairperson Burger asked if there were any other questions. Hearing none, he adjourned the meeting at 10:23 a.m.

Approved Date 3-15-2023

Authorized   
Chairperson, SWHHS Governing Board

  
Recording Secretary, SWHHS Governing Board

Attest:   
Director