



SOUTHWEST HEALTH AND HUMAN SERVICES  
GOVERNING BOARD

MINUTES

Date: April 19, 2023  
Place: Lyon County Government Center  
Commissioners Room  
Marshall, Minnesota

Opened: 10:58 a.m.  
Adjourned: 11:27 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, April 19, 2023 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Burger.

Members present:

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

Members absent:

- Sherri Thompson
- Joan Jagt

Staff present:

Carol Biren	Beth Wilms	Nicole Slegers
Lisa DeBoer	Nancy Walker	Cindy Nelson

**GOVERNING BOARD (CONT.)**

**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 March 15, 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 D. Wildermuth 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. Quarterly HR Report – Monica Christianson and Nancy Walker

M. Christianson talked about applicant pools. Positions for public health nurses, child support officers, and the social worker for drug and alcohol licensing have a very limited applicant pools. N. Walker stated that pay is the primary reason that candidates turn down the positions. Current positions where pay was a factor in turning down a job was in public health nurses, social workers and office support specialists, senior. In 2022, we hired seventy-two people and thirty-two percent were internal movements. We have been seeing boomer rang employees and we have had three return to the agency. Many staff who have left the agency are re-applying for positions in 2023. HR conducts two different check ins within the first year of employment. The three month check in is many times still in the honeymoon stage. Many employees during the three and six month check ins talk about work environments. They love the flexibility that the agency allows. They like the responsiveness of the supervisors even when they are not in the same location. They often talk about caseloads being high and would like more staff. They like the training that is provided. Jobs are sometimes different than they thought they would be. Pay is noted as not being as competitive as surrounding counties. Many enjoy their work. Currently there are seven resignations so far this year. This is currently a three percent turnover rate. If this rate continues at this point, we will be at twelve percent turnover rate for year. Last year we were at 16 percent turnover rate. Social Services has the biggest turnover. Six out of seven of the employees who have resigned have been with the agency less than 5 years. Exit interviews are conducted by Monica. Monica stated that employees during the exit

## **GOVERNING BOARD (CONT.)**

interviews stated that they like coworkers and the clients, they like the flexibility and time off, they appreciate the retirement benefits, and ability to work from home. Wages are low and they would like to see raises that are more significant, they would like to see medical leave paid out even if it was put on an HSA card. They feel like they are punished for being healthy. They would like to see reduced insurance costs or maybe not required to take insurance. They would like to see the board have a better understanding of what they actually do in their jobs.

### **2. Joint Personnel/Finance Meeting May 17, 2023**

The Joint Personnel/Finance Meeting will be held after our next board meeting. This would be to start talking about union negotiations. B. Wilms stated that it would be better to talk about this sooner rather than later. Having some discussions early will allow us to ask the counties for appropriate levies.

## **U. Decision Items-**

1. Allison Mead, Public Health Nurse, probationary appointment (12 months), \$27.27 hourly, effective 3/27/2023
2. Conner Bottger, County Agency Social Worker- Adult Mental Health, probationary appointment (12 months), \$24.60 hourly, effective 4/24/2023

Motion by M. Vandevere second by D. Wildermuth to approve the probationary appointment as presented. The Motion carried unanimously.

### **3. Request to Renew Email Encryption Software – Chris Cauwels**

C. Cauwels is looking for the approval for renewal of email encryption software from ACI for \$4,705.88. Motion by M. Vandevere second by D. Welgraven to approve the renewal software from ACI for \$4,705.88. The motion carried unanimously.

### **4. Donations –**

- Full Size Bed – Candace Jenniges – Marshall, MN
- \$69.45 Diaper Donation – WIC - First Lutheran Church – Pipestone, MN
- \$550.00 Cash Donation in Honor of Past Employee JoAnn Ostby for Elderly Home Care – Family Donation - Redwood Falls, MN
- Diaper Donation – Use Wherever Needed - Aurora Moore – Slayton, MN
- Diaper Donation – St. Ann’s Catholic Church – WIC - Slayton, MN
- 2 Large Duffle Bags – Anonymous – Marshall, MN

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

**GOVERNING BOARD (CONT.)**

5. Contracts

**DHS Children's Mental Health Respite Care Grant** – 01/01/20 to 12/31/23; Amendment and extension of grant agreement to provide funds to support children's mental health respite care services through 12/31/23 and establish BP3 for \$47,090; (renewal). *Fiscal Note: SFY 2023 \$23,545; 2022 \$47,090; 2021 - \$71,133*

**MN Department of Agriculture (Rock County)** – 01/01/23 to 12/31/23, joint powers agreement to issue farmers market nutrition program checks to WIC participants; \$300; (renewal). *Fiscal Note: 2022: \$300*

**Amherst H Wilder Foundation (St. Paul, MN)** – 03/27/2023 to 8/31/2023; agreement for administering focus groups and creating a comprehensive report from those focus group sessions, \$37,000 (NEW). \$30,000 of the Health Equity Grant will be utilized for this project. *Fiscal Note:*

Motion by R. Anderson second by M. Vandevere to approve the contracts as presented. The Motion carried unanimously.

V. **Adjournment**

Chairperson Burger asked if there were any other questions. Hearing none, he adjourned the meeting at 11:27 a.m.

Approved Date 5-17-2023

Authorized

  
Chairperson, SWHHS Governing Board

  
Recording Secretary, SWHHS Governing Board

Attest: 

Director