



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

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

Opened: 9:00 a.m.
Adjourned: 10:37 a.m.

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

Members present:

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

Members absent:

- Sherri Thompson
- Joan Jagt

Staff present:

Carol Biren	Beth Wilms	Nancy Walker
Nicole Slegers	Cindy Nelson	Lisa DeBoer
Monica Christianson	Corey Regimer	Mariah Cleppe
Taalry Egeness	D'Ajah Tye	Josephine Schelhaas
Michelle Buysse	Shaniya Rogge	Michelle Giannelli
Kaitlyn Roberts	Chris Forry-Tauer	Ann Orren

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Heather Bruse	Jane Mellenthin	Stephanie Gundermann
Gail Bilen	Scott Winter	Allison Mead
Chris Cauwels		

C. Chairperson Anderson asked if there were any additions or 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 March 15, 2023 meeting. There were none. Motion by D. Wildermuth second by S. Hauswedell to approve the Consent Agenda. The motion carried unanimously.

D. Introduction of New Staff:

Director Beth Wilms came forward to introduce new staff.

- Stephanie Gundermann, Social Worker – Child Protection, Marshall
- Allison Mead, Public Health Nurse, Pipestone

E. Employee Recognition:

Director Wilms indicated that staff are present to receive recognition.

- Jada Kokesch, Eligibility Worker – Redwood Falls 1 Year
- Michelle Giannelli, Eligibility Worker – Marshall 1 Year
- Candya Griffin, OSS – Pipestone 1 Year
- Tristan Nelson, Fraud Prevention Investigator – Luverne 1 Year
- Josephine Schelhaas, Child Support Officer – Pipestone 1 Year
- Leslie Erickson, Social Worker – Luverne 1 Year
- D’Ajah Tye, Social Worker – Marshall 1 Year
- Brittany Erickson, Social Worker – Slayton 1 Year
- Shaniya Rogge, Social Worker – Pipestone 1 Year
- Kaitlyn Roberts, Licensed Alcohol and Drug Counselor 1 Year
- Chris Forry-Tauer, Public Health Nurse – Redwood Falls 10 years
- Ann Orren, Community Public Health Supervisor – Marshall 10 years
- Debra Seidel, Information Technology Specialist Sr. – Marshall 10 years
- Heather Bruse, Social Worker – Marshall 10 years
- Jane Mellenthin, Eligibility Worker – Marshall 30 years
- Diana Voss, Eligibility Worker – Slayton 30 years
- Patrice Peterson, Eligibility Worker – Pipestone 35 years

F. Financial-

Lisa DeBoer, Director of Business Management, came forward to present the March 2023 financials. The month of March started out with a beginning balance in checking of \$4,906,002 and ended at \$3,653,396. We ended March with an overall cash and investment balance of \$10,317,241. When excluding the designated funds, the ending balance for the month was \$9,188,884; which is up approximately \$1.8 Million from last year at this time. The self-

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insurance fund was at \$767,126 as of the end of the month. The fund balance is down by \$252,970 from the prior year. For a current picture, that fund balance is at \$671,417 as of today. Fund Balances: Fund 01 (PH) \$4,522,575 Fund 05 (HS) \$4,666,309. Looking at the numbers from a budget perspective for month end: Public Health was 10 percent OVER budget for revenues and 4 percent UNDER budget for expenditures. Overall, revenues exceeded expenditures by \$564,250. Human Services was 8 percent UNDER budget for revenues and 2 percent UNDER budget for expenditures. Overall, expenditures exceeded revenues by \$1,891,151. Agency wide expenditures exceeded revenues by \$1,326,902.

Motion by D. Welgraven second by D. Wildermuth to forward the Financials to the Governing Board. The motion carried unanimously.

H. Caseload-

Director Wilms asked if there were any comments or concerns about the caseload. No questions were stated.

I. Discussion/Information

1. Licensing Services – Gail Bilen and Scott Winter

There are three main programs within licensing. They are in-home childcare, child foster care and adult foster care. G. Bilen stated that she currently has eight staff members in the licensing unit. G. Bilen stated that she also carries a small caseload just to keep up to date on the work and training. Scott Winter does adult foster care. Licensing lookup is ability to look up all the licensed providers in the State of Minnesota. This website will tell if the daycare providers are in compliance or if they have been cited deficiencies. Finger printing is also new in legislation from the State of Minnesota. It can be very difficult as there are only two places to get finger printing done within the six counties. Finger printing is also not offered every day in those two places. Foster care is important because we are giving loved ones to other people to take care of them in a safe and secure home. There are many requirements to become a Foster Care Provider. Foster Care providers start out with a lot of paperwork to fill out. Foster Care providers watch videos on line and then they get together to discuss the videos. They also go through two hours of mental health training, sudden infant death and abusive head trauma, normalcy training, three hour car seat training, trauma training, and fetal alcohol training syndrome within first year of being licensed as a foster care provider. They find the trauma training is especially important since the kids have been through trauma with being removed from their homes. Scott stated that there is a lot of paperwork with foster care. The foster care providers have to go through a home study and then they go through an interview. The home study is to visit with each adult in the home separately and then they meet with the adults together. They also meet with children above the age of five. The home study usually discusses personal history information from birth to current, talk about their parenting, relationships, education, and background information. They like to visit about their strengths and weaknesses within relationships and parenting. Family finances are also a big issue in making sure they are a good fit for foster care. Foster care providers only get approximately \$26-28 a day for foster

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care so they need to make sure that being a foster care parent does not put a hardship on the family. Licensors make sure the home is safe and secure for the kids being placed. Foster care providers can offer many different types of care. Some provide respite care, which is over the weekends or to give other foster care providers a break, short-term care, long-term care, relative care, and adoption in the future. Foster care providers can decide on the age and what kind of care they are interested in providing. The licensors really do try to look for relatives first. They also try to keep kids in foster care close to same school district. When you are a foster care provider, there is no guarantee that you will have foster care children all the time. Children are placed due to mental health and chemical dependency. The normal length of placement is usually less than 1 month but this is not a perfect timeline.

J. Decision Items


1. Prairie Lakes Youth Program Agreement – Cindy Nelson and Michelle Buysse


This is a request for a secure bed placement at Prairie Lakes Youth Program, which is a secure setting for boys and girls. The request has been made from Redwood County Sheriff's department and County Attorney to have a secure bed contracted by Southwest Health and Human Services. When they arrest a youth, there are limits to where they can go. Willmar is closest facility for Redwood County. The budget for 2023 for these types of placements is 1.1 million which is probably low due to increased costs in secure placement. We usually learn about these placements after the fact but we are not involved in the actual placement. The bed would be used for all six of the counties if we agree to move forward. It is hard to find a bed close to home for secure placement. This would be setting a precedent for us for similar types of facilities. The expense for a secure bed is not budgeted. Budget is for probation and secure placements, not just secure. Probation numbers are 3,609 days where kids on probation were in placement in 2022. The secure placements averaged around fifty days per incident. Rock County and Lincoln County had no secure placements in 2022. There would be days where there is no one filling the bed. This contract would be for only one secure bed. The agreement would be \$365/day for the year. When in a secure facility they are not eligible for MA. We do try to bill the parents but those costs are usually never recovered. We used two hundred and six days in a secure bed in 2022. Motion by D. Wildermuth and seconded by G. Burger not to enter into an agreement with PLYP for a secure bed. Motion passed with ten in agreement and two who were opposed.

Chairperson Anderson asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:37 a.m.

Approved Date 5-17-2023

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director