



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: June 21, 2023
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:55 a.m.
Adjourned: 10:49 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, June 21, 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
- Rick Wakefield
- Doug Nagel
- Jim Salfer
- Dan Wildermuth
- Steve Hauswedell
- Les Nath
- Mic Vandever
- Jeane Anderson
- Jackie Meier
- Maydra Maas
- Greg Burger
- Jim Slafer
- Rick Anderson

Members absent:

- Dennis Welgraven
- Joan Jagt
- Sherri Thompson

Staff present:

Carol Biren	Beth Wilms	Nicole Slegers
Lisa DeBoer	Nancy Walker	Tiffany Bailey
Ashley VanOverbeke	Chris Cauwels	Cindy Nelson
Michelle Buysse		

P. Call to Order

Q. Consent Agenda-

1. Chairperson Burger asked if there were any changes to the agenda. B. Wilms stated that there is a decision item to be added for Request to fill Information Technology Specialist as Network Administrator by Chris Cauwels. 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 May 17, 2023 meeting. Motion by R. Anderson second by D. Wildermuth 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 J. Meier 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. Notice of Desire to Negotiate – Nancy Walker
We have received the notice of desire to negotiate. We need to decide who will be on the negotiating committee, where our budget is, and where our insurance will be. Also our formal allocations for 2024.

U. Decision Items-

1. Lowell Freeman, County Agency Social Worker- Child Protection, probationary appointment (12 months), \$32.00 hourly, effective 5/22/2023 – Marshall Office
2. Krista Zimmer, Office Support Specialist, Sr., probationary appointment (12 months), \$16.32 hourly, effective 6/5/2023- Redwood Falls Office
3. Jessica Kronke, Case Aide, probationary appointment (12 months), \$18.53 hourly, effective 6/12/2023- Ivanhoe Office
4. Destinee Miranowski, County Agency Social Worker- Child Protection, no probationary appointment, no change in rate of pay, effective 6/19/2023- Slayton Office
5. Khailee Nelson, Eligibility Worker, probationary appointment (12 months), \$19.07 hourly, effective 7/3/2023- Luverne Office
6. Gina Graff, Eligibility Worker, probationary appointment (12 months), \$19.07 hourly, effective 7/3/2023- Luverne Office

7. Tami Dorenkamper, County Agency Social Worker- Developmental Disabilities, probationary period (12 months), \$26.50 hourly, effective 7/10/2023 –Redwood Falls Office
8. Jennifer Klenken, Child Support Officer, probationary appointment (12 months), \$19.62 hourly, amended start date from 6/19/2023 to 6/26/2023 –Marshall Office

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

9. Position request for information Technology Specialist as Network Administrator- Chris Cauwels
C. Cauwels stated that this position will help alleviate some of the workload for the IT Department. C. Cauwels would like to replace the IT Staff with a Network Administrator. This position would have a little more knowledge and skills required. Motion by D. Wildermuth second by M. Vandevere to approve the request for the IT Network Administrator position. The Motion carried unanimously.
10. Memorandum of Agreement with AFSCME Council 65 Local 2398 – Juneteenth – Nancy Walker- Last day of legislation approved the holiday of June 19th. This will need to be put into the 2024 contract. All employees were given the day off. Motion by M. Vandevere second by J. Meier to approve the MOA for Juneteenth. Motion carried unanimously.
11. Personnel Policy 3 – Leaves and Holidays – Nancy Walker
Section 9 – Holidays only change was to add Juneteenth as a Holiday. Motion by D. Wildermuth second by J. Meier to approve the changes to Personnel Policy 3. Motion carried unanimously.
12. Personnel Policy 14- Wellbeing Policy – Nancy Walker
Section 9 – Physical Wellbeing Section c. Breastfeeding was changed to Lactation. It also changed breaks may run concurrently . Breastfeeding equipment may be provided. Motion by M. Vandevere second by S. Hauswedell to approve the changes in Personnel Policy 14. Motion carried unanimously.
13. Personnel Policy 19- Medical Leave for Fitness – Beth Wilms and Ashley VanOverbeke
Section 2 part b. This will change the dollars from 1,000 to 1,500. Employees leaving need to provide reimbursement 2 weeks prior to leaving employment. PRO employees are not eligible for this program. If you are reimbursed through HSA then you can not submit for payment. Open dive equipment is no longer open for reimbursement. Motion by D. Wildermuth second by R. Anderson to approve the changes to Personnel Policy 19. Motion carried unanimously.
14. Request to renew Backup Software Subscription – Chris Cauwels
This is a renewal for the backup software subscription. This is budgeted. 3 year contract for VEEAM for \$5,149.49. Motion by M. Vandevere second by D. wildermuth to approve the VEEAM invoice for \$5,149.49 for the Backup Software Subscription. Motion carried unanimously.

15. Donations –

- \$200 Donation for Diapers- Trinity Lutheran Church, Balaton, MN
- 9 Family Pool Passes to Redwood Falls Pool for CP Families – First Presbyterian Church, Redwood Falls, MN

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

16. Contracts

- **Blue Cross Blue Shield of Minnesota** – 01/01/23 to 01/01/24; administrative service agreement to sponsor and administer the agency’s healthcare coverage plans (NEW). *Fiscal Note: Projected for 2023 - \$2,632,281*
- **DHS Fraud Investigation Regional Plan and Grant** – 07/01/23 to 06/30/25; Purpose is to maintain, establish, and fund cost effective fraud prevention investigation programs in the regional counties (Cottonwood, Jackson, Yellow Medicine, Nobles and SWHHS), grant amount of \$210,256/yr (renewal). *Fiscal Note: 2021-2023 \$130,000/year; 2019-2021 \$130,000/yr; 2017-19 \$80,000/yr*
- **Lutheran Social Services of SD (Sioux Falls, SD)** – 07/01/23 to 06/30/24; Rule 5 mental health residential treatment services, \$433.82/day (39 % increase) (renewal). *Fiscal Note: 2023- \$0 (no clients) 2022 - \$0 (no client), 2021 - \$0 (no client); 2020 - \$53,711 (1 client); 2019 - \$74,118 (1 client)*
- **New Life Treatment Center (Woodstock, MN)** - 01/01/23 – 12/31/23; CCDTF services, \$400/day plus \$.61 Detox mileage (no increase) (renewal) *Fiscal Note: 2022 \$84,200; 2021 \$57,200; 2020 \$49,075; 2019 \$45,420;*
- **Regional Fraud Investigation Cooperative Agreement – Des Moines Valley HHS** – 07/01/23 to 06/30/25; Purpose is to maintain, establish, and fund cost effective fraud prevention investigation programs in the regional counties (Cottonwood, Jackson, Yellow Medicine, Nobles and SWHHS), grant amount of \$210,256/yr (renewal).
- **Regional Fraud Investigation Cooperative Agreement – Nobles County** – 07/01/23 to 06/30/25; Purpose is to maintain, establish, and fund cost effective fraud prevention investigation programs in the regional counties (Cottonwood, Jackson, Yellow Medicine, Nobles and SWHHS), grant amount of \$210,256/yr (renewal).

- **Regional Fraud Investigation Cooperative Agreement – Yellow Medicine County –** 07/01/23 to 06/30/25; Purpose is to maintain, establish, and fund cost effective fraud prevention investigation programs in the regional counties (Cottonwood, Jackson, Yellow Medicine, Nobles and SWHHS), grant amount of \$210,256/yr (renewal).

Motion by M. Vandevere second by J. Meier 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 10:49 a.m.

Approved Date 7/19/2023

Authorized

Greg L. Burger

Chairperson, SWHHS Governing Board

Monica Christenson

Recording Secretary, SWHHS Governing Board

Attest:

Beckmire

Director