



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: August 16, 2023
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:00 a.m.
Adjourned: 9:40 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, August 16, 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: Jeane Anderson Todd Draper
 Rick Anderson Lois Schmidt
 Greg Burger Doug Nagel
 Jackie Meier Maydra Maas
 Steve Hauswedell Sherri Thompson
 Les Nath Rick Wakefield
 Mic Vandever Dennis Welgraven
 Jim Salfer Dan Wildermuth

Members absent: Joan Jagt

Staff present: Carol Biren Ann Orren Brady Dinger
 Michelle Buysse Stacey Strand Heather Bruse
 Chris Cauwels Nancy Walker Megan Boerboom
 Monica Christianson Beth Wilms Nicole Stubbe
 Kristin Deacon Taalyr Egeness Khailee Nelson
 Lisa DeBoer Vickie Freese
 Stacey Longtin Erika Morrow
 Cindy Nelson Kelsey Appel

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 July 19, 2023 meeting. There were none. Motion by Dan Wildermuth second by Jackie Meier to approve the Consent Agenda. The motion carried unanimously.

D. Introduction of New Staff:

Director Beth Wilms came forward to introduce new staff.

- Khailee Nelson, Eligibility Worker, Luverne
- Vickie Freese, Collections Officer, Marshall
- Nicole Stubbe, Eligibility Worker, Ivanhoe

E. Employee Recognition:

Director Wilms indicated that staff are present to receive recognition.

- Kelsey Appel, Case Aide- Marshall 1 year
- Erika Morrow, Social Worker (LTC)- Marshall 1 year
- Brady Dinger, Social Worker (CPS)- Pipestone 1 year
- Megan Boerboom, Circle Coordinator- Marshall 10 years

F. Financial-

Lisa DeBoer, Director of Business Management, came forward to present the July 2023 financials. The month of June started out with a beginning balance in checking of \$3,555,454 and ended at \$4,534,808. The month of July ended with an overall cash and investment balance of \$14,781,338. When excluding the designated funds, the ending balance for the month was \$13,150,697; which is up approximately \$2.5M from last year at this time. The self insurance fund was at \$844,302 as of the end of the month. The fund balance is up by \$63,680 from the prior year. For a current picture, that fund balance is at \$896,222 as of today. Fund Balances: Fund 01 (PH) \$4,329,420; Fund 05 (HS) \$8,821,277. Looking at the numbers from a budget perspective for month end: Public Health was 6 percent over budget for revenues and 3 percent under budget for expenditures. Overall, revenues exceeded expenditures by \$371,095. Human Services was 6 percent over budget for revenues and 2 percent under budget for expenditures. Overall, revenues exceeded expenditures by \$2,263,426. County contributions received in July were \$628,032 and interest earnings of \$13,768. Q2 reports to MDH and DHS are being completed and we should see reimbursements starting to come. Audit exit meeting was held and a full board exit presentation will be held in September.

Motion by Dennis Welgraven second by Todd Draper 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. Family Group Decision Making-

Michelle Buysse and Heather Bruse approximately 1 year ago the grant was received. Only taking referrals for screened in CP cases. Focusing on OHP and CHIPS cases. Set up meeting with SW and identify the purpose of the family group and work with the family, set up supports and hold FGDM Conference, submit plan to all parties involved and hold follow up

conferences as needed. In the past year, 42 FGDM's were completed, 109 children served. Primary concern that led to a FGDM would be parental substance use, physical abuse, threatened injury or sexual abuse. This has been a great opportunity with tremendous growth with positive feedback.

2. Homeless Prevention Aid-

Rick Anderson stated there were dollars that came into the counties for homeless prevention aids and was curious as to what each county had decided to do with those dollars. Each county indicated it's preference to having SWHHS be the fiscal host/pass-through for the monies, with each County utilizing UCAP to administer the grant dollars.

3. 2024 Preliminary Human Services Budget-

Lisa DeBoer presented the Board with the 2024 preliminary budget. L. DeBoer stated that negotiations for the Labor Agreement will begin on August 25, 2023. The Health Insurance is projecting a large estimated premium increase at approximately 16%. L. DeBoer went over the 13 open positions that need to be filled as well as new position requests: IT position as an FTE to cover Lincoln County and other projects; reimbursement from Lincoln county for services; a Health Educator position- PHEP grant reimbursed; overall salaries and fringe agency wide includes a large increase. Some new IT purchases would be continuing with the replacement schedule for computers over the next several years, web filter and GFI archivers, barracuda spam, anti-virus/malware, zoom, adobe pro, AppXtender maintenance and hardware upgrades. We currently have 35 vehicles in the fleet with leases with some ending in 2025. We are working on cost effective options for possible buyout or replacements. L. DeBoer pointed out that the county burials have decreased in the last year. DeBoer requested the Board to look into their packets to review the Human Services budget. It includes a levy increase of seven percent, totaling an increase of \$13,430,726 for a total HS budget of \$31,051,300. Dan Wildermuth suggested to move forward with the seven percent increase with hopes to reduce to a six percent increase.

Chairperson Anderson asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:40 a.m.

Approved Date 9/20/2023

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director