



**SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD**

MINUTES

Date: December 16, 2015
Place: Lyon County Government Center
Commissioners' Rooms 1 & 2
Marshall, Minnesota

Opened: 9:00 am
Adjourned: 9:41 am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, December 16, 2015 in Commissioners' Rooms 1 & 2 of the Lyon County Government Center at 607 West Main Street, Suite 200 in Marshall, Minnesota. The meeting was called to order by Chairperson Magnus. The Pledge of Allegiance was said.

Members present: Rick Anderson
Carol Ann Flahaven
Joan Jagt
Priscilla Klabunde
Gerald Magnus
Bob Moline
Les Nath
Stephen Ritter
Jim Salfer
Lois Schmidt
Steve Schulze
Mic VanDeVere
Dan Wildermuth

Members absent: Jeane Anderson
Ron Boyenga
Sherri Thompson
Pam VanOverbeke

Staff present: Jennifer Beek
Carol Biren
Karla Drown
Ardis Henriksen
Krista Kopperud
Cindy Nelson
Nancy Walker
Kristi Bergeron
Michelle Buysse
Megan Gullickson
Amber Kinner
Kristofer Lee
Andrew Peltz

C. Consent Agenda –

1. Chairperson Magnus asked if there were any deletions or additions to the meeting agenda. Anderson stated that he felt that the Resolution of Signage Authority should be presented and approved at each Board meeting because it gives authority to each Chairperson to sign it. It was added to the agenda under F-3 Resolution of Signage Authority.

2. Chairperson Magnus asked if any member of the Board had a conflict of interest to report. None were identified.

3. Chairperson Magnus asked if there were any additions or corrections to the minutes from the November 18, 2015 meeting.

Motion by Moline and second by Salfer: To approve the Consent Agenda with the addition to the meeting agenda. The motion carried unanimously.

D. Financial –

Chairperson Magnus asked Karla Drown, Fiscal Supervisor, to come forward to present the financial report. Karla reviewed the Summary of Financial Accounts Report. She stated that all of the county contributions have now been received but some came during December. Karla pointed out the standing of the Agency Health Insurance fund, stating that as of 12/16/2015 the fund was at a negative of approximately \$263,000, with some outstanding claims. There will be a request for a self-insurance fund transfer to balance the insurance fund. The Health Services Fund is 2% below budget in revenues and 5% over budget in expenses and the Human Services Fund is 13% below budget in revenues and 3% over budget in expenses. Motion by Jagt and second by Anderson: To move the financial report forward to the Governing Board for approval. The motion carried unanimously.

E. Caseload –

Chairperson Magnus asked if there were any comments or questions regarding the caseload reports. There were none.

Wildermuth introduced Steve Schulze, the new lay Board member from Pipestone County.

F. Decision Items –

1. Cindy Nelson, Social Services Division Director, stated that Income Maintenance Policy Number 2 – Emergency Assistance (EA), Emergency General Assistance (EGA), and MSA Special Needs Guidelines was revised to clarify the definition of “Basic Needs” to include shelter and utilities. Motion by Jagt and second by Klabunde: To approve the Income Maintenance Policy Number 2 – Emergency Assistance (EA), Emergency General Assistance (EGA), and MSA Special Needs Guidelines as revised. The motion carried unanimously.

2. Cindy Nelson, Social Services Division Director, asked the Board to refer to the notes they received regarding the budget. When the budget was originally presented during an earlier meeting there was a difference of \$33,000. The budget has now been balanced. Motion by Anderson and second by Nath: To approve the 2016 budget for \$24,851,748 with a county contributions of \$9,546,442 and recommend approval by the Governing Board. The motion carried unanimously.

3. Cindy Nelson, Social Services Division Director, requested that the Board approve the Resolution of Signature, which gives authority to the Director, Deputy Director and the Division Directors to sign contracts and forms to carry on the business of the agency. Motion by Klabunde and second by Nath: To approve the Resolution of Signature Authority and direct the Chairperson of the Human Services Board to sign the resolution. The motion carried unanimously.

G. Discussion/Information –

1. Chairperson Magnus asked for the CIRCLE report to be presented. Cindy Nelson, Social Services Division Director, invited Megan Gullickson, CIRCLE Coordinator, to come forward to give the report. Megan and Michelle Buysse, Children’s Services Supervisor, gave an update on

the last four (4) years of the program. Megan presented a slide show she had prepared giving detail about the different types of CIRCLE groups that the agency had developed and the numbers of participants. The CIRCLE Sentencing group has served 17 youth, with a total of seven (7) completing the program. Only one (1) participant in the program has not been successful, and needed to be turned back over to the courts. Of those participants who have completed the program 100% have made full restitution. There is a Family/Community CIRCLE. The CIRCLE of Hope is for adults with five to ten participants. There are plans to start a new group that will meet at noon on Fridays. Megan gave a review of the school CIRCLES that have been started. There was a brief report given as to what is being done for the CIRCLE program in each county. The ages of youth in the program spans from twelve (12) to seventeen (17) but they are starting to see younger children with serious crimes. Restorative justice is a growing concept and counties in other parts of the state are looking to the SWHHS program as a model.

Chairperson Magnus asked if there was anything further to bring to the Board. Hearing nothing he adjourned the meeting at 9:41 am.

Approved _____ Date

Authorized _____
Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director