

**Southwest Health and Human Services  
Human Services Board**

**Minutes**

Date: March 13, 2013  
Place: Lyon County Government Center  
Commissioners' Rooms 1 & 2  
Marshall, Minnesota

Opened: 9:00 am  
Adjourned: 9:28 am

The monthly meeting of the Human Services Board of Southwest Health and Human Services was held on Wednesday, March 13, 2013 in Commissioners' Rooms 1 & 2 of the Lyon County Government Center at 607 West Main Street in Marshall, Minnesota. The meeting was called to order by Chairperson Jagt. The Pledge of Allegiance was said.

Members present:

Marvin Tinklenberg  
William Johnson  
Butch Miller  
Robert Moline  
Gerald Magnus  
Curt Blumeyer  
Joan Jagt  
Stephen Ritter  
Rick Anderson  
Bob Jarchow  
Ron Boyenga  
Richard Bakken  
Al Kokesch  
Carol Ann Flahaven  
Pam OverOverbeke

Member(s) absent:

Gail Byers  
Lois Schmidt  
Priscilla Klabunde

Guest:

Katie Chapman  
Renae VanGelderren  
Sara Feste  
Todd Buringame  
Nikki Cheskie

Staff present

Chris Sorensen  
Ardis Henriksen  
Carol Biren  
Nancy Walker  
Dale Hiland  
Karla Drown  
Michelle Buysse  
Marie Meyers  
Sherry Marks  
Jason Kloss

Chairperson Jagt asked if there were any additions or deletions from the agenda as presented. There were none. She asked if any Board member wished to identify a conflict of interest. None did. She asked if there were any additions or corrections to the minutes of the February 20, 2013 meeting. Hearing none she called for a motion to

approve the Consent Agenda. Motion by Moline and second by Tinklenberg: To approve the Consent Agenda as presented. The motion carried unanimously.

Chairperson Jagt asked Deputy Director Walker to come forward to give the Financial Report. She pointed out that the receipts for February were higher because the buy-in money was received from both Pipestone and Redwood Counties. She then pointed out that the yield for the Magic Fund has gone down again. She has been meeting with E.J. Moberg, Auditor/Treasurer for Lyon County, frequently regarding the agency's investments. Mr. Moberg will be at the Governing Board meeting to discuss the same issue with the Board. The fund balances show that Health Services is 10% over budget in revenues and 1% under in expenditures and Human Services is 2% over budget in revenues and 1% under in expenditures. The agency is running very close to budget in out-of-home placement, which is a very good sign. A letter of congratulations was received by the agency acknowledging the fact that Human Services has submitted all 32 required reports sent on time. In a spot check on where expenditures were sitting before the meeting, Health Services was 5% below budget and Human Services was 6% below. Motion by Blumeyer and second by Anderson: To move the Financial Report forward to the Governing Board for approval. The motion carried unanimously.

Chairperson Jagt asked if there were any questions or comments regarding the caseload numbers. There were none.

Director Sorensen stated that Income Maintenance Policy Number 2 – Consolidated Fund Emergency Assistance (EA) and Emergency General Assistance (EGA) Guidelines was brought before the Board with a few minor changes. There was a change in the definition of EA, stating that the qualifier is now "an individual who meets the MFIP definition" rather than "anyone less than 21 years of age". It also changes the vernacular for the SNAP program to "unit" from "household". Director Sorensen asked that the Board approve the policy as revised. Motion by Ritter and second by Boyenga: To approve Income Maintenance Policy Number 2 – Consolidated Fund Emergency Assistance (EA) and Emergency General Assistance (EGA) Guidelines as revised. The motion carried unanimously.

Director Sorensen offered to answer any questions that the Board may have regarding the Affordable Care Act. While at a meeting in St. Paul they had been informed that the agency may need to increase its Income Maintenance staff by 30%. He explained the procedure that would be used to take a time study, which will help determine staffing needs. The need to increase staff will depend on how the agency decides to set up the intake process, either at the agency or with an intake panel or call-in center. Director Sorensen has applied to become a member on the Healthcare Exchange Board.

Director Sorensen asked if there were any questions regarding the MNChoice program. He stated that the social services supervisors, Cindy Nelson, Jenifer Klein, Dale Hiland and Stacy Jorgensen, probably have more knowledge than he. It was stated that because of the need for a high level of technology the start date may be held back some but this program will affect all waived services Dale Hiland, Adult Services Supervisor, stated that they are planning with all unknowns. The training for the program is still under development.

Chairperson Jagt asked if there was anything more to be brought before the Board, hearing nothing more she declared the meeting adjourned at 9:28 am.

Approved \_\_\_\_\_ Date

Authorized \_\_\_\_\_  
Chairperson, SWHHS Human Services Board

\_\_\_\_\_  
Recording Secretary, SWHHS Human Services Board

Attest: \_\_\_\_\_  
Director