

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

MINUTES

Date:	September 18, 2013	Open:	9:00 am
Place:	Health Services Conference Room - Second Floor Marshall, Minnesota	Adjourned:	9:20 am

The monthly meeting of the Human Services Board of Southwest Health and Human Services was held on Wednesday, September 18, 2013 in the Health Services Conference Room 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
- Lois Schmidt
- William Johnson
- Butch Miller
- Gerald Magnus
- Curt Blumeyer
- Joan Jagt
- Bob Moline
- Stephen Ritter
- Rick Anderson
- Ron Boyenga
- Al Kokesch
- Carol Ann Flahaven
- Pam VanOverbeke

Members absent:

- Jeane Anderson
- Priscilla Klabunde
- Bob Jarchow
- Richard Bakken

Guests:

- Pete King – MDH
- Patricia Faulkner – MDH
- Anne Kollmeyer – MDH

Staff:

Nancy Walker	Chris Sorensen
Brenda Rothmeier	Christina Blomme
Cindy Nelson	Michelle Buysse
Stacy Jorgensen	Nicole Prellwitz
Stacey Longtin	Dale Hiland
Jenifer Klein	Kristin Deacon
Carol Biren	Jennifer Lundberg
Karla Drown	Holly Louwagie
Sherry Marks	Ardis Henriksen

Chairperson Jagt asked if there were any additions to or deletions from the agenda for the meeting. There were none noted. She asked if any Board member wished to identify a conflict of interest. None were identified. She asked if there were any additions or corrections to the minutes of the August 21, 2013 meeting. Motion by Tinklenberg and second by Anderson: 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 reviewed the summary of receipts and expenditures, stating that receipts exceeded the expenditures during the month of August, resulting in a higher ending balance than beginning balance. She pointed out that there is no interest income recorded for the month but she has been working with E.J. Moberg, Lyon County Auditor/Treasurer, to improve the process for receiving receipts from his office. At the August meeting the Board had directed her to work with E. J. Moberg, fiscal agent for the agency, to look into options for a CD scheduled to mature before this meeting. The CD was renewed for one (1) year at a rate of .25%. She reported that the Health Services fund was 25% over budget for revenues and 6% over budget for expenditures, while the Human Services fund was 6% over budget for revenues and 1% over budget for expenditures. She commented that the months of September and October are typically not strong month for receipts. She reported that the audit of the agency's financial records has been completed and the exit meeting held. There were four (4) findings noted, which have already been addressed. She stated that the agency had not been written up for segregation of duties, which is an area that, at one time she had been told would probably always be a finding. Ritter asked if the Board wished to have the Audit Manager attend a meeting to review the audit report. After discussion, it was decided that a report at a meeting would not be necessary. Motion by Ritter and second by Boyenga: To forward a recommendation to approve the Financial Report for August 2013 to the Governing Board for approval. The motion carried unanimously.

Chairperson Jagt asked if there were any questions or comments about the caseload numbers. Director Sorensen commented on the numbers for out-of-home placement stating that staff monitors the out-of-home cases carefully. Miller commented that it is important for the agency to have due diligence in regards to Mental Health cases.

There were no decision items to address.

Jennifer Lundberg, an Adult Mental Health Worker, came forward to give a success story about her involvement as a volunteer in one of the CIRCLE groups. She told her story of how she had become involved in the CIRCLE program, stating that her involvement in the CIRCLE program began as a victim. She has since worked with the individual who had stolen from her. She feels that because of the CIRCLE program that individual has gone above and beyond what everyone had expected.

Moline announced that the Murray County Board has appointed Jeane Anderson as the Murray County lay member on the Human Services Board. Jeane was on the Community Health Board for many years before the formation of the new agency and is looking forward to being on the Board.

Chairperson Jagt asked if there was anything further to come before the Board. Hearing nothing more, she adjourned the meeting at 9:20 am.

Approved _____ Date

Authorized _____
Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director