

**SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD**

MINUTES

Date:	August 20, 2014	Opened:	10:50 am
Place:	Health and Human Services Building Conference Room Slayton, Minnesota	Adjourned:	11:20 am

The monthly meeting of the Governing Board of Southwest Health and Human Services was held on Wednesday, August 20, 2014 in the conference room of the Health and Human Services Building at 3001 Maple Road in Slayton, Minnesota. The meeting was called to order by Vice-Chair Klabunde.

Members present:

- Jeanne Anderson
- Rick Anderson
- Curt Blumeyer
- Ron Boyenga
- Carol Ann Flavhaven
- Joan Jagt
- Bob Jarchow
- James Jens (alternate)
- Priscilla Klabunde
- Al Kokesch
- Gerald Magnus
- Butch Miller
- Stephen Ritter
- Lois Schmidt
- Marvin Tinklenberg
- Pam VanOverbeke

Member(s) absent:

- Bill Johnson
- Bob Moline

Staff present:

Carol Biren	Kristin Deacon
Karla Drown	Ardis Henriksen
Dale Hiland	Lori Johnson
Jason Kloss	Krista Kopperud
Stacey Longtin	Holly Louwagie
Cindy Nelson	Nicole Prellwitz
Chris Sorensen	Christine Versaevel
Nancy Walker	

O. Consent Agenda –

1. Amend/Approval of Agenda – Additions were printed and placed before the Board Members. The following items were added to the agenda: R-16 Tammy Markus, Social Worker, probationary appointment (12 months), \$36,588.00 annual, effective 08/26/14; R-17 Erin Klumper, Social Worker (CPS), probationary appointment (12 months), \$36,588.00 annual, effective 09/02/14; R-18 Request for Social Worker.
2. Identification of Conflict of Interest – none were identified.
3. Approval of 07/16/2014 Minutes

Motion by Ritter and second by Miller: To approve the Consent Agenda with the changes to the meeting agenda. The motion carried unanimously.

P. Financial –

Vice-Chair Klabunde asked if there were any more questions or comments regarding the financial report given during the Human Services Board meeting. Motion by Ritter and second by Anderson: To approve the financial report as presented during the Human Services Board meeting. The motion carried unanimously.

Q. Employee Recognition –

Vice-Chair Klabunde stated that she had asked Anderson to present this month's Years of Services awards. Anderson presented awards to: Holly Louwagie, 1 year, Social Worker, Marshall and Lori Johnson, 20 years, Accounting Technician, Marshall. Brenda Rothmeier, 1 year, Social Worker, Redwood Falls and Amy Lueck, 20 years, Public Health Nurse, Pipestone were not able to attend the meeting.

R. Decision Items –

Vice-Chair Klabunde asked Director Sorensen to address items 1 – 7 and 16 – 17 together. He reviewed the following items.

1. Brenda Rothmeier, Social Worker, completion of 12 month probationary period, no salary increase, effective 08/21/14
2. Monica Christianson, Child Support Officer, completion of 6 month probationary period, no salary increase, effective 09/03/14
3. Sara Brandt, Accounting Technician, completion of 12 month probationary period, no salary increase, effective 09/16/14
4. Corrie Weizel, Social Worker, probationary appointment (12 months), \$36,588.00 annual, effective 07/21/14
5. Rachel Higgins, Social Worker, probationary appointment (12 months), \$36,000.00 annual, effective 08/18/14
6. Jennifer Stratton, Social Worker, probationary appointment (6 months), no salary change, effective 08/25/14
7. Shannon Leysen, Child Support Officer, probationary appointment (6 months), no salary change, effective 09/02/14
16. Tammy Markus, Social Worker, probationary appointment (12 months), \$36,588.00 annual, effective 08/26/14
17. Erin Klumper, Social Worker (CPS), probationary appointment (12 months), \$36,588.00 annual, effective 09/02/14

Director Sorensen requested that the personnel requests be approved. Motion by Blumeyer and second by Ritter: To approve the following for completion of their 12 month probationary period, with no increase in salary: Brenda Rothmeier, Social Worker, effective 08/12/14 and Sara Brandt, Accounting Technician, effective 09/16/14; the following for completion of her 6 month probationary period with no increase in salary: Monica Christianson, Child Support Officer, effective 09/03/14; the following for a probationary appointment (6 months) with no salary increase: Jennifer Stratton, Social Worker, effective 08/25/14 and Shannon Leysen, Child Support Officer, effective 09/02/14; and the following for a probationary appointment (12 months): Corrie Weizel, Social Worker, \$36,588.00, effective 07/21/14; Rachel Higgins, Social Worker, \$36,000.00 annual, effective 08/18/14; Tammy Markus, Social Worker, \$36,588.00, effective 08/26/14 and Erin Klumper, Social Worker (CPS), \$36,588.00, effective 09/02/14. The motion carried unanimously.

Vice-Chair Klabunde asked Director Sorensen to address items 8 & 9 to together.

8. Wendy DeLaRosa-Gacke, Collections Officer, resignation, effective 08/15/14
9. Jessie Stoufer, Social Worker, resignation, effective 08/15/14

Director Sorensen asked the Board to accept both resignations, as presented. Motion by Jagt and second by Jarchow: To accept the resignations as presented: Wendy DeLaRosa-Gacke, Collections Officer, effective 08/15/14 and Jessie Stoufer, Social Worker, effective 08/15/14. The motion carried unanimously.

Vice-Chair Klabunde asked Director Sorensen to review the requests to hire together, items 10 – 12 and 18, positions vacated due to resignation or promotion: Eligibility Worker, Collection Officer, Child Support Officer and Social Worker. Motion by Anderson and second by Boyenga: To authorize staff to begin the process to hire the following positions: Eligibility Worker, Collection Officer, Child Support Officer and Social Worker. The motion carried unanimously.

13. Director Sorensen reviewed the contract before the Board for approval, a memorandum of agreement with Southwest Minnesota State University (SMSU), under which the agency would provide clinical facilities for their nursing students to be assigned during their clinical experience. Motion by Kokesch and second by Jagt: To approve the Memorandum of Agreement with SMSU as reviewed. The motion carried unanimously.

14. Director Sorensen asked Deputy Director Walker to come forward to address the request to purchase two (2) vehicles. Director Sorensen stated that there were four (4) vehicles budgeted for 2014 and at this point we have purchased only one (1). Deputy Director Walker stated that there are three (3) cars in the agency fleet that have over 200,000 miles on them. She requested approval to go out for quotes to purchase two (2) cars using the same specs as was used for the earlier purchase this year. She would ask them to quote a low mileage used car with a trade-in and without. Motion by Boyenga and second by Jarchow: To approve the request to put out a request for quotes on two (2) used vehicles having low mileage, giving prices with and without a trade-in. The motion carried unanimously.

15. Vice-Chair Klabunde stated that the preliminary budgets for both Human Services and Health Services were reviewed during their respective meetings. She asked Director Sorensen to address each budget individually. The Human Services Board had reviewed the request for a 1% increase to the county tax levy, which would be reduced or eliminated if staff was able to balance the budget without the increase. The request had been approved by the Human Services Board for a total budget of a total levy of \$9,179,271. He asked that the Governing Board approve the request. Motion by Jagt and second by Ritter: To approve the 2015 preliminary budget of \$22,825,827 with an increase in county tax levy, not to exceed, 1% (\$9,179,271). The motion carried unanimously. The Health Services Board had reviewed the two (2) options presented for the county tax levy. The Health Services Board recommended the second option. The second option, which would give Health Services an increase in base funding, would be to increase Lincoln, Lyon, Murray, Pipestone and Rock Counties by \$1.25 per capita per year, creating \$56,850 in new base funding over three (3) fiscal years, while decreasing the Redwood County levy to equalize it to the other five (5) counties. After discussion to provide clarification and to determine the exact amount of levy that would be requested for Redwood County, it was decided to have two (2) motions to cover the request and to provide clarity. Motion by Anderson and second by Jagt: To increase the county tax levy for Lincoln, Lyon, Murray, Pipestone and Rock Counties by \$1.25 per capita per year for the next three years. The motion carried unanimously. Motion by Anderson and second by Blumeyer: To set the county tax levy for Redwood County at \$16.52 per capita. The motion carried unanimously.

S. Discussion/Information –

1. Director Sorensen stated that notification had been received from MCIT that the amount of the agency's 2014 Dividend will be \$33,809. The money received for this dividend is never included in the budget.

2. Director Sorensen reported that he had met with the County Relations Representative from DHS to discuss the possibility of being designated as a Service Delivery Authority. He had been informed that DHS has not yet convened a Service Delivery Board. He had been told that the agency can complete the application, which he will do and send in to DHS, but it may take some time before it will be reviewed and approved. Vice-Chair Klabunde stated that she would like to receive a list of the pros and cons to moving forward with this request.

3. Director Sorensen stated that a labor negotiations session has been scheduled with both the Public Health and Human Services units on 09/08/14 at 12:00 N until 3:00 pm. Deputy Director Walker commented that both of the labor units will be presenting their proposals at these sessions.

Vice-Chair Klabunde asked if anyone had anything else to bring before the Board. Miller reminded everyone that the Lyon County Landfill open house was scheduled for that day at 2:00 pm. Hearing nothing more, she adjourned the meeting at 11:20 am.

Approved _____ Date

Authorized _____
Chairperson, SWHHS Governing Board

Recording Secretary, SWHHS Governing Board

Attest: _____
Director