

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

MINUTES

Date:	August 20, 2014	Opened:	9:00 am
Place:	Health and Human Services Building Conference Room Slayton, Minnesota	Adjourned:	10:00 am

The monthly meeting of the Human Services 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 Chairperson Jagt. The Pledge of Allegiance was said.

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	

Chairperson Jagt asked James Jens, alternate from Murray County to introduce himself.

- C. Consent Agenda –**
1. Amend/Approval of Agenda – No changes
 2. Identification of Conflict of Interest – none were identified.
 3. Approval of 07/16/2014 Minutes

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

D. Financial –

Chairperson Jagt invited Deputy Director Walker forward to give the financial report. Deputy Director Walker reviewed the summary of accounts. There will be a CD maturing in September, which will be cashed out. Working with the Lyon County auditor/Treasurer they had a chance to purchase a \$400,000 CD at an interest rate of 2% for a five (5) year term. Because the rate of return for the Magic Fund is so low that fund will be closed out. On the Treasurer's Cash Balance, she pointed out that the balance in the Insurance fund, at month end, was \$290,484.90. She reported that the agency insurance committee had a meeting on 08/18/2014 and had been informed by the agent of record that there will be an increase of 12.74% for health insurance in 2015. The agent of record had stated that the reserve is at a good level. A representative of Marsh & McClellan may be at the September Board meeting. The Health Services fund is 4% over budget for expenditures and 1% over budget for revenues and the Human Services fund is 2% over budget for expenditures and 1% over budget for revenues. Motion made by Boyenga and second by Magnus: To move the financial report forward to the Governing Board for final review and approval. The motion carried unanimously.

E. Caseload –

Chairperson Jagt asked if there were any questions or comments regarding the caseload information presented on the agenda and reports. There were none.

F. Decision Items –

1. Director Sorensen reviewed the proposed revisions to Social Services Policy Number 13 – Family Support Grant Program. The changes lay out who is currently eligible for use of the grant funds. Motion by Klabunde and second by Blumeyer: To approve Social Services Policy Number 13 – Family Support Grant Program as revised. The motion carried unanimously.

2. Director Sorensen asked the Board to refer to the documents that give the verbal detail about the budgeting process, the document that shows the formula breakdown by county using the SEAGR numbers and population, and the spreadsheet that details the financial breakdown by categories giving the final budget total of \$22,825,827. The budget is not yet balanced but will be before it is brought to the Board for final approval. He reviewed the new positions and administrative/program changes that have been recommended for 2015. Major ticket items that are not staff positions were listed under the administrative/program changes. Director Sorensen explained what SharePoint is and how it can be used to facilitate the work of agency staff. He then stated that the agency is requesting a 1% increase in county tax levy, which would increase tax revenue by about \$90,000. If they are able to balance the budget before December that request may be reduced or completely taken off the table. When asked if the formula is working, Director Sorensen stated that it is doing what was hoped for. Motion by Kokesch and second by Magnus: To approve an increase of county tax levy of 1% (\$9,179,271). The motion carried unanimously.

G. Discussion/Information –

1. Chairperson Jagt invited Nicole Prellwitz, Social Worker, and Jason Kloss, Environmental Health Manager, to come forward and share their success story. Nicole stated that this was an adult protection success. This project had started about a year ago when during their first visit they spent their time with the consumer building rapport. On return visits they had gotten to the point that the consumer would allow them to look through the home one at a time while the other spent time with the consumer. By doing this they were able to qualify the consumer for CADI services. The decision was determined to be substantiated and the decision went through the appeal process through the supervisor, the director and DHS, after which the decision by the agency was upheld. Because there

was no family able help with cleaning up the home, agency staff went to the home to help and had to remove many items from the home before repairs could be done to improve the living situation. They, while working with the consumer, were able to improve the living conditions and because the client was placed on a CADI waiver a number of hours of homemaker services were made available for the consumer. During one of the safety trainings held this year Nicole had suggested that a "clean up" kit be put together to be used in situations such as this. Chairperson Jagt thank them for sharing this successful experience.

Chairperson Jagt asked if there was anything further to bring before the Board. Hearing nothing, she adjourned the meeting at 10:00 am.

Approved _____ Date

Authorized _____
Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director