



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

MINUTES

Date: November 20, 2014
Place: Lyon County Government Center
Public Health Conference Room
Marshall, Minnesota

Opened: 9:00 am
Adjourned: 9:17 am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Thursday, November 20, 2014 at the Lyon County Government Center in the Public Health Conference Room at 607 West Main Street, Suite 200 in Marshall, 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
- Joan Jagt
- William Johnson
- Priscilla Klabunde
- Al Kokesch
- Gerald Magnus
- Butch Miller
- Bob Moline
- Lois Schmidt
- Rodney Stensrud (Lyon County Alternate)
- Marvin Tinklenberg

Member(s) absent:

- Carol Ann Flavhaven
- Bob Jarchow
- Steve Ritter
- Pam VanOverbeke

Guests:

- Josh Matthies, CIT
- Mike Albrecht, CIT
- Daren Weier, CIT

Staff present:

- Mary Ellison
- Ardis Henriksen
- Diane Holmberg
- Theresa Klingbile
- Stacey Longtin
- Cindy Nelson
- Chris Sorensen
- Jennifer VanderSchaaf
- Nancy Walker
- Karri Harvey
- Dale Hiland
- Hilary Kesteloot
- Krista Kopperud
- Marie Meyers
- Alicia Schmidt
- Lori Stai
- Sarah Vanderstoep

Chairperson Jagt asked that introductions be made.

C. **Consent Agenda –**

1. Chairperson Jagt asked if there were any corrections or additions to the meeting agenda. There were none.

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

3. Chairperson Jagt asked if there were any additions or corrections to the minutes from the October 15, 2014 meeting.

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

D. **Financial –**

Chairperson Jagt asked Deputy Director Walker to come forward to present the Financial Report. Deputy Director Walker reviewed the Summary of Accounts Report. She stating that when looking at the balance for the Agency Health Insurance fund, at month end, it is staying close to the target level but when a real time check was made it shows it to be below that level with more claims likely to be received. She reminded the Board that at an earlier meeting they had approved moving payment for health insurance to current month so that there will be no premium received during the month of December. She felt confident that we would still end the year with a positive balance. The Health Services fund was 5% over budget for revenues and 4% over budget for expenditures and the Human Services fund was 9% below budget for revenue and 3% over budget for expenditures. Staff is working on solidifying the 2015 budget for presentation at the December 2014 meeting. Magnus asked if the 1% increase that had been requested would still be needed to balance the budget. Director Sorensen stated that it most likely would be needed. Staff was asked to send a letter to all of the auditors to let them know that the increase will be needed. Deputy Director Walker stated that she would do so. Motion by Johnson and second by Kokesch: To move the Financial Report forward to the Governing Board for approval. The motion carried unanimously.

E. **Caseload -**

Chairperson Jagt asked if there were any questions or comments regarding the caseload numbers. There were no inquiries.

F. **Decision Items –**

1. Director Sorensen stated that Income Maintenance Policy Number 2 – Emergency Assistance (EA), Emergency General Assistance (EGA), and MSA Special Needs Guidelines is revised quite often to keep the language for the associated programs current with DHS requirements. He asked that the Board approve the revisions. Motion by Anderson and second by Blumeyer: To approve the revision to Income Maintenance Policy Number 2 – Emergency Assistance (EA), Emergency General Assistance (EGA), and MSA Special Needs Guidelines as presented. The motion carried unanimously.

2. Director Sorensen stated that Social Service Policy Number 26 – Fees: 24-Hour Out-of-Home Care, Collection and Waive or Reduce Fees has been revised to include the addition of the paragraph in reference to non-custodial parent fees. He asked that the Board approve the revision. Motion by Boyenga and second by Johnson: To approve the revision of Social Service Policy Number 26 – Fees: 24-Hour Out-of-Home Care, Collection and Waive or Reduce Fees as presented. The motion carried unanimously.

G. **Discussion/Information –**

Director Sorensen reported that the discussion relating to performance management had begun about four (4) years ago. The original method that was considered did not give a true picture of how a county was doing because it was based solely on percentages, which put small counties at a disadvantage. The membership from both MACSSA and AMC have been working with DHS and had asked them to delay the rollout of the project but DHS is getting ready to set the benchmarks. It appears that the latest they will have the performance figures out is during the summer of 2015. It will be from those reports that agencies with deficiencies will be required to develop performance improvement plans.

Chairperson Jagt asked if there was anything further to be brought to the Board. Hearing nothing she adjourned the meeting at 9:17 am.

Approved _____ Date

Authorized _____
Chairperson, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director