



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

**MINUTES**

**Date:** February 18, 2015  
**Place:** Lyon County Government Center  
Commissioners' Rooms 1 & 2  
Marshall, Minnesota

**Opened:** 9:00 am  
**Adjourned:** 9:20 am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, February 18, 2015 in Commissioners' Rooms 1 & 2 of the Lyon County Government Center at 607 West Main Street, Suite 200 in Marshall, Minnesota. The meeting was called to order by Vice-Chair Boyenga. The Pledge of Allegiance was said.

**Members present:**

- Jeane Anderson
- Rick Anderson
- Ron Boyenga
- Carol Ann Flahaven
- Joan Jagt
- James Jens (alternate)
- Priscilla Klabunde
- Bob Moline
- Les Nath
- Stephen Ritter
- Jim Salfer
- Lois Schmidt
- Sherri Thompson
- Marvin Tinklenberg
- Mic VanDaVere
- Dan Wildermuth

**Member(s) absent:**

- Gerald Magnus
- Pam VanOverbeke

**Guests:**

Rachel Schroeder	Tom Hogan, MDH
Steven Diaz, MDH	William Toulouse
Kristi Eisenbraun	Marie Grengs

**Staff present:**

Jamie Baker	Jennifer Beek
Carol Biren	Melanie Brand
Michelle Buysse	Karri Harvey
Ardis Henriksen	Kathy Herding
Dale Hiland	Jamie Hoffman
Amanda Holzapfel	Jason Kloss
Krista Kopperud	Kristin Lamote
Stacey Longtin	Kelly Meyeraan
Cindy Nelson	Michelle Salfer
Chris Sorensen	Amy Surprenant
Christine Versaevel	Nancy Walker

**C. Consent Agenda –**

1. Vice-Chair Boyenga asked if there were any corrections or additions to the meeting agenda. There were none.
2. Vice-Chair Boyenga asked if any member of the Board had a conflict of interest to report. None were identified.
3. Vice-Chair Boyenga if there were any additions or corrections to the minutes from the January 21, 2015 meeting.

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

**D. Financial –**

Vice-Chair Boyenga asked Deputy Director Walker to come forward to present the Financial Report. Deputy Director Walker reviewed information about the agency cash balance. She pointed out that the amounts given for investments reflect the two (2) CDs that were cashed and reinvested, with the exception of \$6,000. In review of the Agency Insurance Fund Deputy Director Walker stated that though there is a negative amount shown for that fund it is not as large as had been expected. She has spoken with the state auditors about their opinion regarding carrying a negative balance and whether they think the Board needs to take action to cover that deficit. The auditor stated that the amount is not so great as to be considered a material concern at this time. Therefore, the Board can let the account ride for a while to see if it returns to a positive balance or they can decide to take a loan from the reserves to cover the fund. If they decide to borrow the funds, a plan will need to be established for repayment. Deputy Director Walker stated that she feels the Board should hold off deciding what action to take. The Health Services fund was 1% over budget for revenues and at budget for expenditures and the Human Services fund was 5% below budget for revenue and at budget for expenditures. Motion by Nath and second by Thompson: To move the Financial Report forward to the Governing Board for approval. The motion carried unanimously.

**E. Caseload -**

Vice-Chair Boyenga asked if there were any questions or comments regarding the caseload numbers. There were none.

**F. Decision Items –**

1. Director Sorensen stated that Social Services Policy Number 24 – Payments for Children in Out-of-Home Placement has been revised to reflect the institution of the Northstar Care for Children tool which has been established at the state level. There were also a number of administrative changes made to the policy for clarity. Christine Versaeval, Social Services Supervisor, explain the differences between the Legacy and the Northstar Care for Children programs and when each one would be used to determine level of payment. The Northstar Care for Children is a new assessment tool that looks more at the individual needs of the child. Motion by Klabunde and second by Nath: To approve the revision to Social Services Policy Number 24 – Payments for Children in Out-of-Home Placement as presented. The motion carried unanimously.

**G. Discussion/Information –**

1. Director Sorensen stated that he had invited William Toulouse, agency counsel from Quarnstrom & Doering, to come and introduce himself to the new Board members and to report for the Board how the partnership between the agency and his firm works and the types of assistance they give the agency staff. Mr. Toulouse stated that the firm does not plan to make any changes to the Memorandum of Understanding with the agency for 2015.

Vice-Chair Boyenga asked if there was anything further to be brought to the Board. Hearing nothing he adjourned the meeting at 9:20 am.

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

Authorized \_\_\_\_\_  
Vice-Chair, Human Services Board

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

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