



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

**MINUTES**

Date: January 21, 2015  
Place: Lyon County Government Center  
Commissioners' Rooms 1 & 2  
Marshall, Minnesota

Opened: 9:30 am  
Adjourned: 9:39 am

The monthly meeting of the Community Health Board for Southwest Health and Human Services was held on Wednesday, January 21, 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 Chairperson Anderson.

Members present:

- Jeane Anderson
- Rick Anderson
- Ron Boyenga
- Carol Ann Flahaven
- Joan Jagt
- Priscilla Klabunde
- Gerald Magnus
- Bob Moline
- Les Nath
- Stephen Ritter
- Jim Salfer
- Lois Schmidt
- Sherril Thompson
- Marvin Tinklenberg
- Mic VanDaVere
- Pam VanOverbeke
- Dan Wildermuth

Staff present:

Carol Biren	Kristin Deacon
Juanita Guetter	Karri Harvey
Ardis Henriksen	Rachel Higgins
Dale Hiland	Krista Kopperud
Kristofer Lee	Stacey Longtin
Sherry Marks	Marie Meyers
Jeremy Morgan	Betsy Plotz
Lisa Schardin	Chris Sorensen
Christine Versaevel	Nancy Walker

**K. Consent Agenda –**

1. Chairperson Anderson asked if there were any corrections or additions to the meeting agenda. Director Sorensen asked that N-1 Appointment to State Community Health Services Advisory Committee be added under Decision Items. Chairperson Anderson asked that O-1 Organizational Charts for Divisions be added under Discussion/Information. Motion by Ritter and second by Nath: To approve the agenda for the meeting as amended. The motion carried unanimously.
2. Chairperson Anderson asked if any member of the Board had any conflict of interest to report. None were identified.
3. Chairperson Anderson asked if there were any additions or corrections to the minutes from the December 17, 2014 meeting. Ardis Henriksen, Executive Assistant, pointed out that the names of two (2) Board members, Anderson and Flahaven, had been spelled incorrectly on the drafts sent out but had been corrected for signature.

Motion by Moline and second by Ritter: To approve the Consent Agenda with the corrections to the minutes of the December 17, 2014 minutes. The motion carried unanimously.

L. **Financial –**

The Financial report had been presented during the Human Services Board meeting and action taken to move it forward to the SWHHS Governing Board meeting for final approval.

M. **Caseload -**

Chairperson Anderson asked if there were any questions or comments regarding the caseload numbers. There were none.

N. **Decision Items –**

1. Carol Biren, Public Health Division Director, explained that the State Community Health Services Advisory Committee, SCHSAC, is a statewide group that meets with staff from the Minnesota Department of Health (MDH) to maintain an link between the state level and local public health. SCHSAC meets four (4) times a year, on a quarterly basis, of which one (1) of the meetings is held via ITV. Each Community Health Board in the state is asked to appoint a primary and alternate member. Tinklenberg was the one of the agency representatives in 2014. Chairperson Anderson asked Tinklenberg if he was willing to be appointed as the primary representative for 2015. Tinklenberg stated that he would be. Chairperson Anderson then appointed Tinklenberg to be the primary representative for SWHHS. Chairperson Anderson asked if any of the other members of the Board would be interested in representing the agency as our alternate member. Salfer stated that he would be interested. Chairperson Anderson appointed Salfer to serve as the alternate representative to SCHSAC for SWHHS. Carol stated that anyone could attend the meetings as an observer. She was asked to let the members of the Board know when the meetings would be held.

O. **Discussion/Information –**

1. Chairperson Anderson requested that a copy of the agency and division organizational charts and a list of frequently used acronyms be provided to the members of the Board.

Chairperson Anderson asked if there was anything further to be brought to the Board. Hearing nothing he adjourned the meeting at 9:39 am.

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

Authorized \_\_\_\_\_  
Chairperson, Community Health Board

\_\_\_\_\_  
Recording Secretary, Community Health Board

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