



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

MINUTES

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

Opened: 9:00 am
Adjourned: 9:30 am

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

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
- Sherri Thompson
- Marvin Tinklenberg
- Mic VanDaVere
- Pam VanOverbeke
- Dan Wildermuth

Staff present:

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|---------------------|-----------------|
| 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 Versaavel | Nancy Walker |

There were self-introductions made around the room.

C. Election of Officers –

- Director Sorensen called for nominations for Chairperson of the SWHHS Governing Board. Motion by Jagt: To nominate Moline for the position of Chairperson. Director Sorensen called for additional nominations three (3) times. Motion by Ritter and second by Anderson: That nominations cease and a unanimous ballot be cast for Moline as Chairperson for the SWHHS Governing Board. The motion carried unanimously.
- Chairperson Moline called for nominations for Vice-Chair of the SWHHS Governing Board. Motion by Magnus and second by Ritter: To nominate Klabunde for the position of Vice-Chair. Further nominations were called for, three (3) times. Motion by Anderson and second by Boyenga: That nominations cease

and a unanimous ballot be cast for Klabunde as Vice-Chair for the SWHHS Governing Board. The motion carried unanimously.

- Chairperson Moline called for nominations for Chairperson of the Human Services Board. Motion by Jagt and second by Nath: To nominate Magnus for the position of Chairperson. Further nominations were called for, three (3) times. Motion by Ritter and second by Klabunde: That nominations cease and a unanimous ballot be cast for Magnus as Chairperson for the Human Services Board. The motion carried unanimously.

- Chairperson Moline called for nominations for Vice-Chair of the Human Services Board. Motion by Jagt and second by Ritter: To nominate Boyenga for the position of Vice-Chair. Further nominations were called for, three (3) times. Motion by Anderson and second by Ritter: That nominations cease and a unanimous ballot be cast for Boyenga as Vice-Chair for the Human Services Board. The motion carried unanimously.

- Chairperson Moline called for nominations for Chairperson of the Community Health Board. Motion by Jagt and second by Ritter: To nominate Anderson for the position of Chairperson. Further nominations were called for, three (3) times. Motion by Ritter and second by Boyenga: That nominations cease and a unanimous ballot be cast for Anderson as Chairperson for the Community Health Board. The motion carried unanimously.

- Chairperson Moline called for nominations for Vice-Chair of the Community Health Board. Motion by Klabunde and second by Ritter: To nominate VanDeVere for the position of Vice-Chair. Further nominations were called for, three (3) times. Motion by Anderson and second by Ritter: That nominations cease and a unanimous ballot be cast for VanDeVere as Vice-Chair for the Community Health Board. The motion carried unanimously.

This completes the election of officers for the three Boards for SWHHS. The meeting was turned over to Chairperson Magnus.

D. Consent Agenda –

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

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

3. Chairperson Magnus 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 Jagt and second by Nath: To approve the Consent Agenda with the corrections to the minutes of the December 17, 2014 minutes. The motion carried unanimously.

E. Financial –

Chairperson Magnus asked Deputy Director Walker to come forward to present the Financial Report.

Deputy Director Walker reviewed information about the agency cash balance. She reported that one of the \$500,000 bonds had been called in January. Working with E.J. Moberg, the Lyon County Auditor/Treasurer and Fiscal agent for SWHHS, they had been able to reinvest all but \$6,000 of the that amount into two (2) CDs for \$247,000 at 2% interest. She explained the format of the financial reports for the new members. A review of the Agency Insurance Fund was given, stating that at the end of December 2014 the fund showed a balance of \$52,721.51. She explained that because the agency is self-insured we are required to pay any claims out of the general fund if the insurance fund is depleted. The employee insurance package was moved from a pre-pay system to current month system, therefore, there was very little money put into the insurance fund in December. The fund will start to receive funds again in January with the payment of premiums. The Treasurer's Cash Trial Balance shows that the agency record and the Fiscal Agent balance. The Health Services fund was 3% over budget for revenues and 2% over budget for expenditures and the Human Services fund was 3% over budget for revenue and 21% over budget for expenditures. Motion by Moline and second by Jagt: To move the Financial Report forward to the Governing Board for approval. The motion carried unanimously.

F. Caseload -

Chairperson Magnus asked if there were any questions or comments regarding the caseload numbers. Director Sorensen stated that the report shows an ebb and flow in the numbers but nothing of significance.

G. Decision Items -

1. Director Sorensen stated that Social Services Policy Number 5 – Fees: Corporate Foster Care Licensing has been revised to reflect all the member counties in the agency and the removed of the exception statement for Redwood County. Motion by Klabunde and second by Jagt: To approve the revision to Social Services Policy Number 5 – Fees: Corporate Foster Care Licensing as presented. The motion carried unanimously.

G. Discussion/Information -

No items on the agenda.

Chairperson Magnus asked if there was anything further to be brought to the Board. Hearing nothing he adjourned the meeting at 9:30 am.

Approved _____ Date

Authorized _____
Vice-Chair, Human Services Board

Recording Secretary, Human Services Board

Attest: _____
Director