



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: November 15th, 2017
Place: Lyon County Government Center
Commissioner Room
Marshall, Minnesota

Opened: 10:21am
Adjourned: 11:52am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, November 15th, 2017 in the Commissioners room 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
- Greg Burger
- Dave Forkrud
- James Jens
- Gerald Magnus
- Les Nath
- Jim Salfer
- Charles Sanow
- Lois Schmidt
- Steve Schulze
- Corey Sik
- Sherri Thompson
- Mic VanDeVere
- Pam VanOverbeke
- Dan Wildermuth

Members absent: Carol Flahaven

Staff present:

Karla Arends	Jennifer Beek
Carol Biren	Monica Christianson
Scott Gilsrud	Karri Harvey
Jessica Hively	Stacy Jorgensen
Krista Kopperud	Elaine Ladwig
Stacey Longtin	Jennifer Lundberg

Amy Marks	Lauren Mellenthin
Cindy Nelson	Tanlee Noomen
Judy VandenBosch	Christine Versaevel
Nancy Walker	Tina Zeug

O. Consent Agenda-

Chairperson Anderson asked if there were any changes to the agenda. Director Wilms indicated 3 additions to the Decision items. 7. Approval of sale of surplus items to public auction – Karri Harvey; 8. Leave without pay request – Michael Dahmes; 9. Removal of Governing Board Decision Item #5 – Leave without pay request Diane Holmberg. Any conflict of interest. There were none. Approval of the October 18th, 2017 Board minutes. Motion made by Nath second by VanDeVere: To approve the agenda additions to meeting agenda and board minutes. The motion carried unanimously.

P. Financials-

Chairperson Anderson asked if there were any questions or comments regarding the financial report as given during the Human Services Board meeting. There were none. Motion made by VanDeVere and second by Salfer: To approve the financial report as forwarded by the Human Services Board. The motion carried unanimously.

Q. Introduce new staff-

None

R. Employee Recognition-

Chairperson Anderson asked for Commissioner VanDeVere to present the Years of Service awards.

Lauren Mellenthin, 1 year, Health Educator, Marshall; Amy Marks, 1 year, Eligibility Worker, Marshall; Tina Zeug, 1 year, Office Support Specialist, Slayton; Jessica Hively, 5 years, Social Worker, Marshall; Jennifer Lundberg, 5 years, Social Worker, Marshall; Wesley Terpening, 5 years, Fraud Prevention Specialist, Luverne; Judy VandenBosch, 10 years, Case Aide, Pipestone; Karla Arends, 20 years, Social Worker, Redwood. Chairperson Anderson stated that the meeting would go into recess and pictures would be taken at 10:25am

Chairperson Anderson reconvened the meeting at 10:37am.

S. Discussion/Information Items-

1. Director Wilms started out the budget discussion with informing the Board that the executive team has had an open dialogue with staff regarding budget issues. The staff was encouraged to speak or email any of the executive team ideas on how to save money. All ideas were put on a list and presented to the Focus team on November 7th. Executive team brought their top five ideas to the Board Executive team on November 7th. Two of them need to be discussed with Union and the others need to go through the counties before approval. There is also 95 other ideas listed on a list to help: better utilization of vehicles; reviewing contracts for 2018; maybe looking into early retirements. Beth also mentioned that any positions opening up going forward would likely be held open for a minimum 6 months to review before filling the

vacancies. Chairperson Anderson asked that the Commissioner not on the Board executive team to come to the next meeting to help review ideas for savings.

T. Decision Items-


1. Deputy Director Walker came forward with the proposal of an Insurance Holiday. This was brought up in a prior Board meeting and Walker felt it was necessary to bring it back to Board as originally discussed. Motion made by Wildermuth second by Burger: To deny the request for an Insurance Holiday due to the volatility of the current budget. Motion carried unanimously.
2. Deputy Director Walker also informed the Board of the changes to Administrative Policy 25. There were just some minor changes in verbiage due to bulletin changes. Motion made by Wildermuth second by Nath: To approve the changes made to Administrative Policy 25. Motion carried unanimously.

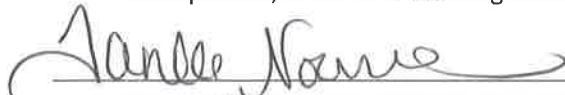
Chairperson Anderson requested to go over Decision item addition #7 at this time.

7. Karri Harvey, Management Information Specialist, came forward with a list of items to put on a public auction. There are 30 laptops that are four years old that have been scrubbed clean of all information. The public auction site is publicsplus.com and each would be listed at \$150.00 apiece. Also a public health freezer that is not holding the correct temperature would be added to the site as well. It was suggested that the items be brought to the counties to see if they wanted to purchase any of them and thereafter be put up for public auction. Motion made by VanDeVere second by Forkrud: To approve putting up the excess property to public auction on Wednesday 23rd after the counties have been notified. Motion carried unanimously.
3. Leave without pay request for Jessica Hieronimus. Motion made by Burger second by Sanow: To approve leave without pay as requested.
4. Leave without pay request for Brittany Lembcke. Motion made by Forkrud second by Jens: To approve leave without pay as requested.
5. Leave without pay request for Diane Holmberg was withdrawn.
6. Director Wilms went over the contracts listed. Hildi Inc (Minneapolis, Mn) renewal; Lincoln County (Ivanhoe, Mn) new office lease agreement amendment to cover an additional 117 sq. ft. at \$13 per square foot.; Daycare Contracts (various) renewal. Motion made by Magnus second by Nath: To approve contracts as listed above.

Chairperson Anderson asked if there was anything else to add. Hearing nothing he adjourned the meeting at 11:52am.

Approved Date 12.20.17

Authorized 
Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director