



SOUTHWEST HEALTH AND HUMAN SERVICES  
GOVERNING BOARD

MINUTES

Date: October 18th, 2017  
Place: Lyon County Government Center  
Commissioner Room  
Marshall, Minnesota

Opened: 10:04am  
Adjourned: pm

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, October 18th, 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 Vice Chairperson Magnus.

Members present:

- Jeane Anderson
- Rick Anderson
- Greg Burger
- Carol Flahaven
- Dave Forkrud
- James Jens
- Gerald Magnus
- Les Nath
- Jim Salfer
- Lois Schmidt
- Sherri Thompson
- Mic VanDeVere
- Dan Wildermuth

Members absent:

- Ron Boyenga
- Charles Sanow
- Steve Schulze
- Corey Sik
- Pam VanOverbeke

Staff present:

Becca Bauman	Carol Biren
Michelle Buysse	Monica Christianson
Sarah Clark	Karri Harvey
Jenifer Klein	Krista Kopperud
Kayla Kruger	Stacey Longtin
Ashley Ludemann	Kristin Malin
Cindy Nelson	Tanlee Noomen

Ann Orren  
Nancy Walker

Christine Versavel  
Beth Wilms

**O. Consent Agenda-**

Chairperson Anderson asked if there were any changes to the agenda. There were none. Any conflict of interest. There were none. Approval of the September 20<sup>th</sup>, 2017 Board minutes. Vice Chairperson Magnus stated pointed out four misprints. Chairperson Anderson asked recording Secretary to update those mistakes. Motion made by VanDeVere second by Nath: To approve the agenda addition to meeting agenda and board minutes with corrections for the September 20<sup>th</sup>, 2017 board meeting. 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 Nath and second by Magnus: To approve the financial report as forwarded by the Human Services Board. The motion carried unanimously.

**Q. Introduce new staff-**

Director Wilms introduced new staff member Becca Baumann, Social Worker, Marshall location; Jennifer Nelson, Public Health Educator, Marshall location.

**R. Employee Recognition-**

Chairperson Anderson asked for Commissioner Nath to present the Years of Service awards. Sarah Clarke, 1 year, Social Worker, Marshall; Chris Hansen, 1 year, Sanitarian, Marshall; Ashley Ludemann, 1 year, Social Worker, Marshall; Karri Harvey, 5 years, Management Information Supervisor, Marshall; Christine Versavel, 10 years, Social Services Supervisor, Marshall; Not present Sue Sik, 25 years, Social Worker, Marshall. Chairperson Anderson stated that the meeting would go into recess and pictures would be taken.

Chairperson Anderson reconvened the meeting at 10:18am.

**S. Discussion/Information Items-**

1. Sarah Kirchner came forward to present to the Board the unclaimed funds. In the time frame of July 1<sup>st</sup>, 2013 to June 30<sup>th</sup>, 2014 there were only two checks totaling the amount of \$32. Sarah commended her team on working very hard to ensure they can keep these reported funds at a minimum.

2. Director Wilms requested that the Board members look over the drafted by-laws, note any revisions, and then send an email to both Director Wilms, and Deputy Director Walker, with any changes. The Board members request that the county attorneys be sent a copy as well. Director Wilms stated that there will be another copy in the November Board packer but the final draft of the by-laws will be in December Board packet for final approval.

**T. Decision Items-**

1. Director Wilms stated donations had been received from Milroy Lions Club with three camouflage duffel bags for children who go into foster care placement and need a bag for their

belongings; Berdena Buys donated 1 quilt to Slayton; Minneota Second hand store with a variety of children's clothing to children in need. Motion made by Burger second by Nath: To graciously accept the donations listed. Motion carried unanimously.


2. Deputy Director Walker came forward to address the revisions made to Personnel Policy 23 Voluntary Donation of Vacation- Medical Leave. There were some verbiage changes as to being able to pick any combination from Medical or Vacation Leave to donate 4 hours. Motion made by Magnus second by VanDeVere: To approve changes made to Personnel Policy 23 – Voluntary Donation of Vacation –Medical Leave. Motion carried unanimously.

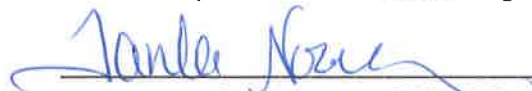
3. Director Wilms went over contracts listed one from New Horizons Crisis Center (Marshall, Slayton, Redwood locations) (new); the other Southwest Regional Development Commission (SRDC) (Slayton) (Renewal). Motion made by VanDeVere second by Thompson: To approve contracts listed.

Chairperson Anderson stated the meeting will go into closed session for union negotiations & Director Beth Wilms 3 month probationary review. Motion by Burger second by Thompson. The meeting went into closed session at 10:30am.

Motion by Nath and second by VanDeVere: To come out of the closed session at 12:12. Motion carried unanimously.

Approved Date 11-15-2017

Authorized   
Chairperson, SWHHS Governing Board

  
Recording Secretary, SWHHS Governing Board

Attest:   
Director