



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: April ^{25th} ~~24th~~, 2018
Place: Lyon County Government Center
Commissioner Room
Marshall, Minnesota

Opened: 9:00am
Adjourned: 9:55am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, April ^{25th} ~~24th~~, 2018 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 Nath. The Pledge of the Allegiance was said.

Members present:

Jeane Anderson
Greg Burger
Carol Ann Flahaven
Dave Forkrud
James Jens
Gerald Magnus
Les Nath
Lois Schmidt
Steve Schulze
Corey Sik
Mic VanDeVere
Pam VanOverbeke
Dan Wildermuth

Members absent:

Rick Anderson
Jim Salfer
Charles Sanow

Guest Presents:

Vicki Knobloch

Staff present:

Jennifer Beek	Carol Biren
Heather Bruse	Monica Christianson
Karri Harvey	Amanda Holzapfel
Sarah Kirchner	Erin Klumper
Krista Kopperud	Stacey Longtin

Holly Louwagie	Kristin Malin
Jane Mellenthin	Cindy Nelson
Tanlee Noomen	Ann Orren
Deb Seidel	Jennifer Stratton
Cindi Tisue	Nancy Walker
Beth Wilms	

C. Consent Agenda-

Chairperson Nath asked if there were any additions to the agenda. Nath asked if anyone had a conflict of interest to identify. None were identified. He asked if there were any correction or additions to the minutes of the March 21st, 2018 meeting. There were none. Motion made by Wildermuth, second by Sik: to approve the complete consent agenda as presented and also to approve the March 2018 minutes. The motion carried unanimously.

D. Introduce Ne Staff:

None

E. Employee Recognition:

Chairperson Nath asked Commissioner VanDeVere to present the employee recognition. Kayla Placsecia, 1 year, Eligibility Worker, Marshall; Blake Nath, 1 year, Social Worker, Redwood Falls; Heather Bruse, 5 years, Social Worker, Marshall; Kami Parker, 5 years, Child Support Officer, Marshall; Debra Seidel, 5 years, Information Technology Specialist Sr., Marshall; Ann Orren, Health Educator, Marshall; Jennifer Stratton, 10 years, Social Worker, Luverne; Cindi Tisue, 20 years, Child Support Officer, Redwood Falls; Jane Mellenthin, 25 years, Eligibility Worker, Marshall; Diana Voss, 25 years, Eligibility Worker, Marshall; Patricia Peterson, 30 years, Eligibility Worker, Pipestone.

F. Financial-

Director Wilms asked for Sarah Kirchner, Fiscal Manager, to come forward with the financials. The month of March started out with a beginning balance in checking of \$1,441,177 and ended at \$1,041,171 which included a transfer of \$1,000,000 from savings on 3/8/18. We ended March with an overall cash balance of \$2,935,770 including the funds in savings. When excluding the designated funds the ending available balance for the month was \$1,971,990. Fund 01 (PH) \$1,780,622.98, Fund 05 (HS) \$191,366.90. The self-insurance fund was at \$734,590.83 as of March 31st, 2018. As of today that fund balance is \$634,488.59. Public Health was 2% over budget for revenues, and on budget for expenditures. Year to date revenues are \$1,033,744.22 and expenses are \$962,666.31 with a net of \$71,077.91. Human Services was 10% under budget for revenues and 1% over budget for expenditures. Year to date revenues are \$3,987,649.23 and expenses are \$6,831,246.78 with a net of (\$2,843,597.55).

G. Caseload-

Chairperson Nath asked if there were any comments or concerns about the caseload. Director Wilms had nothing to add.

H. Discussion/Information

1. Erin Klumper, Amanda Holzapfel, Kristin Malin, Child Protection Supervisors, came forward to provide information about the Child Protection Unit. The first contact with the unit is through Centralized Intake with Shandra Bavier. Bavier works in Redwood County office and she takes care of all six counties intake process. She does the initial screen and contacts the appropriate worker if it is an emergency. For the non-emergency cases, every morning the whole unit does a conference call to go through each case and decides what the action is that needs to be done. To do this they have to go through a large set of guidelines driven by state criteria, determine the obligation, and what response will need to be taken. A response has to be made within 24 hours from the time the report was made for those that fit into the state criteria. There might be many contacts that have be made during that time such as law enforcement, tribes, and possible placement options. CPS workers try if possible to keep the children with their families when it's a safe environment. In the cases where placement needs to be done there are various challenges that arise due to fewer foster care providers available. Sometimes it is not possible to place that child in the same school district so our CPS workers have to find them transportation or drive the child themselves to their school. In five years a child is allowed to go in and out of placement for six months. After that time is up there is a possibility of the court to allow an extension if parents are showing significant signs of improvement. When the time allowed is expensed they then become a ward of the state and the case will go to our adoption unit.

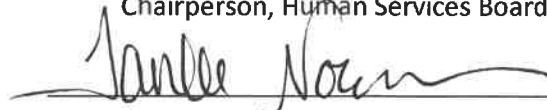
I. Decision Items

None

Chairperson Nath asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:55am.

Approved Date 5-16-18

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director