



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: August 15th, 2018

Place: Lyon County Government Center

Southwest Health and Human Services Conference Room 1 & 2
Marshall, Minnesota

Opened: 11:05am

Adjourned: 10:16am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, August 15th, 2018 in the Southwest Health and Human Services Conference 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 Vice Chairperson Sanow

Members present:

Jeane Anderson
Rick Anderson
Greg Burger
Dave Forkrud
James Jens
Les Nath
Jim Salfer
Charles Sanow
Corey Sik
Mic VanDeVere
Pam VanOverbeke
Dan Wildermuth

Members absent:

Carol Flahaven
Gerald Magnus
Lois Schmidt
Steve Schulze
Sherri Thompson

Guest present:

Dr. Meister

Staff present:

Becca Baumann	Carol Biren
Megan Boerboom	JoAnne Brisk
Monica Christianson	Karri Harvey
Stacey Jorgensen	Sarah Kirchner

Krista Kopperud
Cindy Nelson
Ann Schiller
Nancy Walker

Marie Meyers
Tanlee Noomen
Darcy Tribble
Beth Wilms

Q. Consent Agenda-

Vice Chairperson Sanow asked if there were any changes to the agenda. Director Wilms added decision items 6. Contract: Safe Roads Grant Award; 7. Position Request – Position Request-County Agency Social Worker; 8. Human Services 2019 budget and Community Health budget 2019 to set preliminary levy. Motion made by Wildermuth second by Burger: To approve the amendments to the agenda. Motion carried unanimously. Vice Chairperson Sanow asked if there were any corrections or additions to the minutes of the July 19th, 2017 meeting. Motion made by Nath second by Anderson: To approve the agenda additions to meeting agenda and board minutes. The motion carried unanimously.

R. Financials-

Vice Chairperson Sanow asked if there were any questions or comments regarding the financial report as given during the Community Health Board meeting. There were none. Motion made by VanDeVere and second by Sik: To approve the financial report as forwarded by the Community Health Board. The motion carried unanimously.

S. Discussion/Information Items-

1. Deputy Director Nancy Walker and Monica Christianson, Office Support Supervisor, updated the staff on the continuing safety education of ALICE training. They shared a power point with Board that covered scenarios that in which staff were trained. Which is A – Alert, L – Lockdown, I – Inform, C – Counter, and E – Evacuate. We do partner with local law enforcements to help facilitate these trainings.
2. Director Wilms gave the Board the following 2018 dividends from Minnesota Counties Intergovernmental Trust. Workers’ Compensation - \$24,343.00; Property/Casualty - \$13,920.00 totaling \$38,263.00.

T. Decision Items-

1. Director Wilms requested that the changes in section 4 of the Administrative Policy #10 – Lan Email Internet Access be approved. Motion by Nath second by Wildermuth: To approve changes mentioned to Administrative Policy #10 – Lan Email Internet Access. Motion carried unanimously.
2. Karri Harvey, Information Management Supervisor, came forward to request that the Board approve the renewal of the use of Malwarebytes anti-malware software. Harvey stated that there was no other vendors available to offer the same services. It is a 3 year renewal and it protects us against many viruses but most importantly it protects against Ransomware. Motion made by Wildermuth second by Sik: To approve the renewal to Malwarebytes anti-malware software. Motion carried unanimously.

3. Harvey remained before the Board to request a copy machine replacement for Child Support office in Redwood Falls. Harvey reviewed both estimates from Marco and A&B Business. Harvey's recommendation was to go with Marco for the price and relationship we currently have with their troubleshooting staff. Motion made by VanDeVere second by Burger: To approve the lease recommended with Marco. Motion carried unanimously.

4. Deputy Director Walker requested replacement position refill of an Eligibility Worker that resulted in a promotion position taken. Motion made by Wildermuth second by Anderson: To approve the backfill of the Eligibility Worker position. Motion carried unanimously.

5. Director Wilms and Deputy Director Walker spoke of the additional funding of \$30,390.00 requested from Chippewa County Family Services that handles our MFIP/DWP funding. It was their recommendations that the Board support this request with payment being done the beginning of 2019. Motion made by Burger second by Nath: To approve the request of additional funding requested by Chippewa County Family Services. Motion carried unanimously.


6. Director Wilms reviewed the contracts as listed including the addition of the Safe Roads Grant Award which was \$17,009.00. Motion made by Anderson second by VanDeVere: To approve contracts listed and reviewed. Motion carried unanimously.


7. Cindy Nelson, Social Services Division Director, requested replacement position refill for a Child Protection Social Worker. Motion made by Burger seconded by Wildermuth: To approve the request to backfill the Child Protection Social Worker position. Motion carried unanimously.

8. Director Wilms stated that the program Boards had both reviewed and moved their proposed 2019 budgets to the Governing Board. Vice Chairperson Sanow requested to start discussion on the Community Health Budget request. Burger had a concern with the increase that was made in 2018 combined with the requested increase this year resulting in a total of 30%. Anderson stated he would like to see a portion of the increase going into reserves. Motion made by Anderson second by Nath: To approve He asked if there were any additional questions or comments regarding the 2019 budget for Human Services, which was 7% increase in tax levy \$10,836,767.00; 2019 budget for Community Services, which was \$1.00 increase per capita equaling \$1,004,615.00. Motion made by Sanow second by Nath: To approve the preliminary budget for 2019 of \$1.00 per capita or \$1,004,615.00, with a goal to get it down to at least \$0.75 with at least 10% of that \$0.75 being designated for reserves. Motion carried by majority. Burger opposed. Vice Chairperson then requested any discussion for Human Services with a 7% increase in tax levy, amounting in \$10,836,767.00. Motion made by VanDeVere second by Anderson: To approve the preliminary 2019 Human Services budget with a 6% levy increase. Vote was 5-4 against; motion failed. Vice Chairperson Sanow asked the Board if they had an alternative motion. Motion made by Nath: To set the preliminary 2019 Human Services budget at 6% with 10% of that increase allocated to reserves. Motion, not seconded; motion failed. Vice Chairperson asked for another suggestion. Motion made by Wildermuth second by Salfer: To approve the 2019 Human Services Budget with a 7% increase, equaling \$10,836,767.00. Motion carried by majority. VanDeVere opposed.

Vice Chairperson Sanow asked if there were any other questions. Hearing none the motion was made by VanDeVere second by Jens: To adorn the meeting at meeting was adjourned at 12:19am.

Approved Date 9/19/18

Authorized 
Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Director