



**SOUTHWEST
HEALTH & HUMAN
SERVICES**

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

MINUTES

Date: November 28th, 2018

Place: Lyon County Government Center

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

Opened: 9:03am

Adjourned: 9:55am

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday, November 28th, 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 Chairperson Nath.

Members present:

Greg Burger
Dave Forkrud
Les Nath
Steve Ritter
Jim Salfer
Charles Sanow
Lois Schmidt
Corey Sik
Sherri Thompson
Mic VanDeVere

Members absent:

Jeane Anderson
Rick Anderson
Carol Flahaven
James Jens
Gerald Magnus
Steve Schulze
Pam VanOverbeke
Dan Wildermuth

Guest Present:

C.J. Moberg

Staff present:

Carol Biren
Chris Hansen

Monica Christianson
Nicole Henrichs

Amanda Holzaphel Krista Kopperud
Tanlee Noomen Nancy Walker
Beth Wilms

C. Consent Agenda-

Chairperson Nath asked if there were any additions to the agenda. Nath stated that there would be the removal of Discussion/Information item #1. LAC (Local Advisory Council) update with Jennifer Lundberg & Nathaniel Kuhnau. 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 October 17th, 2018 meeting. There were none. Motion made by Sanow second by Ritter: to approve the complete consent agenda as presented. The motion carried unanimously.

D. Introduce New Staff:

None

E. Employee Recognition:

Hilary Kesteloot, 5 years, Social Worker, Marshall; Lisa DeBoer, 20 years, Fiscal Officer, Luverne; Tanya O'Leary, 20 years, Social Worker, Pipestone.

F. Financial-

Director Wilms and Deputy Director Walker went over the financials. The month of October started out with a beginning balance in checking of \$982,988 and ended at \$1,351,255 including a transfer of \$1,000,000 from savings on 10/11/2018. We ended October with an overall cash & investment balance of \$3,775,200. When excluding the designated funds, the ending balance for the month was \$2,863,276. The \$750,000 term investment in MAGIC matured on 10/24/2018 and we decided to hold off on reinvesting until we see the 2nd ½ of HS levy funding start coming in. Fund 01 (PH) \$1,754,793.23 - Fund 05 (HS) \$108,482.40. Plus \$1,000,000 in MAGIC. The self-insurance fund was at \$690,065.54 as of October 31st, 2018. As of today that fund balance is \$707,904.60. Ending October Public Health was 3% over budget for revenues, and 2% under budget for expenditures. We have received all but Pipestones Quarter 4 Public Health levy funding which is why the contributions from counties is at 97% instead of 100%. Ending October PH total revenues are at \$3,275,571.12 and expenses are \$3,070,322.96 with a net of \$205,248.16. Ending October Human Services was 9% under budget for revenues and 1% under budget for expenditures. So far we have received the 2nd ½ levy funding from Murray County. Ending October HS total revenues are at \$19,600,123.18 and expenses are at \$21,687,191.65 with a net of (\$2,087,068.47). We are expecting about another \$4,500,000 in levy funding to be coming in soon. Overall the expenditures are exceeding revenues by (\$1,881,820.31) ending October 2018. Overall the expenditures exceeded revenues by (\$3,395,552.21) in October of 2017. That's about a \$1,500,000 swing to the good in the last year.

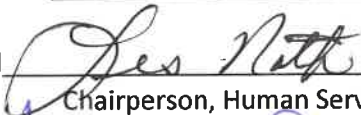
- G. Caseload-
Chairperson Nath asked if there were any comments or concerns about the caseload. There were none.

- H. Discussion/Information
 - 1. LAC (Local Advisory Council) Update – Jennifer Lundberg & Nathaniel Kuhnau – removed from Agenda
 - 2. Nicole Henrichs, Adoption Social Worker, and Amanda Holzapfel, Children’s Social Worker Supervisor, came forward to present a success story on an adoption client and bring awareness to the adoption process. The told a story of a young child that came into the foster unit and after 1,173, and several foster home moves later he finally found his forever home. In 2018 the adoption unit which is only a unit of two people, finalized the adoption of 29 children. Holzapfel commended Henrichs on all her hard work, long hours, and dedication to these children.

- I. Decision Items
 - 1. Director Wilms discussed the finalized Human Services 2019 Budget with the Board. Again this year the agency is coming to the Board with a very realistic 2019 Budget. The historical spending patterns have been reviewed. There is volatility in the Human Service Budget to be aware of. Many treatment centers have high costs that could quickly use up our budget dollars. The cases the agency have historically had on these stays have been reviewed and have been taken into count but one stay could throw our budget off track. Director Wilms discussed the increase revenue we have been receiving from MMIS resulting from 100 percent time reporting and moving staff from Public Health to Human Services. Also the agency has looked into bringing training into the agency instead of sending staff out and paying for the cost associated with that. There has been 21 vacancies since last July when it was decided to take a look at the need for refiling those positions. The agency has adopted a new process to request positions available to help keep our personnel budget in line. Director Wilms requested 7 percent with \$100,000.00 to be set aside for reserves for a levy of \$10,836,767.00 and a total budget in the amount of \$27,681,763.00. Motion made by Sanow second by Burger: To accept the levy amount of \$10,836,767.00 and total budget of \$27,681,763.00 and move to the Governing Board for final approval. Motion carried unanimously.

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

Approved Date 12-19-18

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director