



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: March 20th, 2019
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:03am
Adjourned: 11:31am

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday 20th, 2019 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 Sanow.

Members present:

Jeane Anderson
Rick Anderson
Greg Burger
Carol Flahaven
Dave Forkrud
James Jens
Les Nath
Charles Sanow
Lois Schmidt
Corey Sik
Sherri Thompson
Mic VanDeVere
Pam VanOverbeke
Dennis Welgraven

Members absent:

Jim Salfer
Steve Schulze
Dan Wildermuth

Staff present:

Carol Biren	Christina Blomme
Megan Boerboom	Diane Boyenga
Monica Christiansen	Holli Hoffbeck
Stacy Jorgensen	Amber Kinner
Sarah Kirchner	Cindy Nelson
Marie Meyers	Tanlee Noomen

Ann Orren
Stacy Strand
Nancy Walker

Corey Remiger
Megan Vangness
Beth Wilms

Guest present:

Bill Toulouse

Ann Goering

P. Consent Agenda –

Chairperson Sanow asked if there were any additions to the meeting agenda. Wilms indicated there was an addition to V. Decision Items 9. Darian Sander, Public Health Nurse, probationary appointment (12 months), \$26.14 hourly, effective 4/8/2019; 10. Donation addition: Our Saviour's Lutheran Church is donating 15 Easter baskets to children in need. Chairperson Sanow asked if anyone had a conflict of interest to identify. None were identified. Sanow asked for if there were any corrections that need to be made to the February 28th, 2019 meeting minutes. Motion by Salfer and second by Thompson: To approve the additions to the agenda and meeting minutes as presented. The motion carried unanimously.

R. Financial –

Chairperson Sanow 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 Sik: To approve the financial report as forwarded by the Human Services Board. The motion carried unanimously.

S. Human Resource Statistics.

Chairperson Sanow asked if there were any questions regarding the statistics given. There were none.

Motion made by Jens second by Anderson to go into a closed session based on the attorney client privilege pursuant to Minnesota Statute 13D.05 to discuss litigation against the State Auditor. The subjects to be discuss are the strengths and weaknesses of litigation, causes of action and costs.
10:05am

Motion made by Jens second by VanDeVere to come out of closed session. 10:50am

Resolution of closed session: Motion made by Burger second by Sik: To allow the fiscal manager to proceed with using the Office of State Auditors for the fiscal year of 2018, the Agency will pay for the service. The Agency will not be signing the letter of engagement because the Agency is contesting that we have to use the OSA. Motion carried unanimously.

Chairperson Sanow recessed the meeting at 10:50am.

Chairperson Sanow reconvened the meeting at 11:00am.

T. Discussion/Information Items –

None

U. **Decision Items –**

1. Carol Biren, Community Health Services Manager, came forward to request the approval of the Adult Health Survey invoice in the amount of \$20,760.00. Biren explained that this is part of a 16 county survey which resulted in the presenting of just one quote. This survey will be partially covered by the SHIP grant in the amount of \$5000.00. Motion by VanDeVere second by Nath: To approve the request with just the one quote being it was part of a package. Motion carried unanimously.

2. Sarah Kirchner, Fiscal Manger, asked for the approval of an Accounting Technician. This is a replacement position that was in the Redwood Falls office. Kirchner stated she would like the position to now be out of the Marshall office. Motion by Burger second by Anderson: To approve the Accounting Technician position. Motion carried unanimously.

3. Nancy Walker, Deputy Director, came forward to request an Eligibility Worker position. This is a replacement position due to a staff member taking an internal lead position. Motion made by Forkrud second by Sik: To approve to position as requested. Motion carried unanimously.

4. Cindy Nelson, Social Services Supervisor, requested a MNChoices Worker position. Nelson explained that this position had been a part-time position but would like to request it to be a full-time position. Sanow commented that this position had been brought forward to the Finance Committee and they recommended it be brought forward to the Board. Motion made by VanDeVere second by Nath: To approve the position as requested.

5. Carol Biren requested the approval of an Office Support Specialist for the Marshall office. This would be a replacement position. Director Wilms requested that in the event this position is filled by an internal applicant, would it be approved to fill the vacancy in another office. Motion made by Anderson second by Forkrud: To approve the position in the location it deems necessary. Motion carried unanimously.

6. Sarah Kirchner came forward to ask for the approval of the Slayton copier replacement lease and state printer replacements. The Board was presented with the quote from Marco in their board packets. Commissioner Anderson requested a second bid from A&B Business. Chairperson Sanow table the item until the April Board meeting.

Items 7 and 10 were combined by Director Wilms

7. 10. Director Wilms asked for the approval of the Donations. Which included: a crib and various children's clothing from Travis and Julia Haack for foster home or relative placement home that are in need; Our Saviour's Lutheran Church is donating 15 Easter baskets to children in need. Motion made by VanDeVere second by Nath: To graciously accept the donations as presented. Motion carried unanimously.


Chairperson Sanow requested item 9 be presented before 8.

9. Director Wilms asked for the approval of Darian Sander, Public Health Nurse, probationary appointment (12 months), \$26.14 hourly, effective 4/8/2019. Motion made by Nath second by Jens: To approve the Public Health Nurse probationary appointment. Motion carried unanimously.

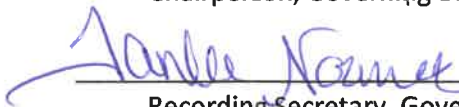
8. Director Wilms went over the contracts listed in the Board packet. Wilms pointed out that there is a new contract in the list. The contract is through IEA Inc. in the amount of \$1550.00. This contract is for the air quality control in the Redwood Falls office. Wilms also pointed out the reduction of \$15,000.00 in the United Community Action Partnership contract. Motion made by Anderson second by Burger: To accept the contracts presented. Motion carried unanimously.

Motion by Sik second by Jens: To adjourn the meeting. The meeting was adjourned at 11:31 am.

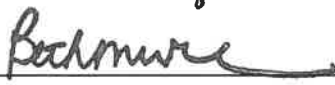
Approved Date 4/17/19

Authorized 

Chairperson, Governing Board



Recording Secretary, Governing Board

Attest: 

Director