

**MEETING MINUTES**  
**WATONWAN COUNTY HUMAN SERVICES**  
January 19, 2022

**1. CALL TO ORDER.**

The Watonwan County Human Services Board of Commissioners met in regular session on January 19, 2022 at **9:00A.M.**, at the Community Room of the Watonwan County Human Services Building, City of St. James. The meeting was called to order by Vice Chair, Dillon Melheim.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – The following committee members were present at today’s meeting, Vice Chair, Dillon Melheim, Commissioners, Jim Branstad, Jim Pettersen, and Bob Rinne; Citizen’s Representative, Ted Hedberg; Director, Naomi Ochsendorf and Support Services Supervisor, Erin Marks. **ABSENT:** Chair, Bill Miller.

- 2. REVIEW OF MINUTES** of the **December 15, 2021**, Human Services Board Meeting. Branstad motioned, Pettersen seconded and the motion passed unanimously to approve the minutes as presented.

- 3. CORRECTIONS/REVISIONS/ADDITIONS** to agenda – so noted.

- 4. APPROVAL** of the amended agenda – Rinne motioned, Melheim seconded and the motion carried unanimously to approve the agenda as amended.

- 5. NEXT REGULAR BOARD MEETING** will be Wednesday, **February 16, 2022** at **9:00 A.M.**  
*(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)*

**6. DIRECTOR DISCUSSION / UPDATES** - Naomi Ochsendorf

- A monthly financial update was given, along with the **2021 Year End Financial review** of the budget as a whole.
- Ochsendorf shared her **goals for 2022**.

**7. PERSONNEL**

- Petterson motioned, Hedberg seconded and the motion passed unanimously to approve the **Pay for Performance** of:
  - **Brett Beckius**, County Agency Social Worker
  - **Elizabeth Blackstad**, County Agency Social Worker
  - **Monica Cuellar**, Registered Nurse
  - **Kevin Foss**, Family Based Services Provider
  - **Natasha Hanson**, County Agency Social Worker
  - **Michelle Lepp**, Financial Worker
  - **Christina Rotert**, County Agency Social Worker
- Branstad motioned, Rinne seconded and the motion passed unanimously to approved the **Lateral Transfers** within the County:
  - **Monica Cuellar**, from Registered Nurse – Family Planning to Registered Nurse – Women Infant & Children (WIC)

- **Karen Oviedo Ortega**, from Public Health Nurse – Immunization and Infection Disease Coordinator (IMM & ID) to Public Health Nurse – Maternal Child Health (MCH)

## 8. COMMITTEE and MEETING REPORTS

### Board:

- **SCHSAC** (State Community Health Services Advisory Committee) – *Melheim* attended the virtual meeting stating COVID-19 updates were given. Commissioner Malcolm was a guest speaker sharing discussions on COVID-19 and the need for its vast information to be kept simple and basic bullet points when presented. *Melheim* also stated there was breakout sessions on how to gain trust back from the general public when it comes to Public Health.
- **VFC** (Visions for Families and Communities Collaborative) – *Hedberg*: N/A
- **IMMTRACK** (Immunization Registry Joint Powers Board) – *Pettersen*: N/A
- **Brown County Evaluation Center** – *Rinne* stated that last year’s financials were discussed. Financially, they were 1,000 patient days over the original budget for 2021. In the month of December, Watonwan County had zero (0) patients in the detox center. Watonwan County made up only 2% of the total people in detox for all of 2021.
- **Enterprise North, Inc.** – *Pettersen* stated they did well for September through November financials.
- **MRCI** (Managed Resources Connections Inc.) – *Miller*: N/A
- **CHS** (Community Health Services Advisory Board) - *Hedberg*: N/A

## 9. STAFF TRAINING / DEVELOPMENT

- **Board**: N/A
- **Director**: N/A
- **Staff**: N/A

## 10. MONTHLY FINANCIAL CLAIMS

- Rinne moved, Branstad seconded and the motion carried unanimously to approve the regular **monthly claims** and the **monthly credit card payments**, as presented
  - Auditor Warrants, in the amount of **\$15,106.63**, paid on **12/23/2021**
  - Auditor Warrants, in the amount of **\$4,818.09**, paid on **12/30/2021**
  - Auditor Warrants, in the amount of **\$6,763.37**, paid on **1/7/2022**
  - SSIS Warrants, in the amount of **\$116,188.30**, paid on **1/20/2022**
  - Commissioner Warrants, in the amount of **\$59,953.30**, paid on **1/25/2022**
  - Monthly Credit Card payments, in the amount of **\$1,741.28**

## 11. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Petterson seconded and the motion carried unanimously to approve the **2022 Prairie Lakes Youth Program** contract for youth in secure, non-secure and group home programs.
- Pettersen moved, Hedberg seconded and the motion carried unanimously to approve the **2022 Clinical Supervision** agreement with **Southern MN Behavior Health**.

## 12. OTHER:

- Informational Only:

- Client meals are down at Madelia Hospital for the Meals on Wheels program. Once receiving pamphlet information, Human Services can share the program information with our clients in need.
- Lifeline and ACP benefits is a federal communications program to help low-income consumers make communications services more affordable. Once receiving pamphlet information, Human Services can share the program information with our clients in need.
- Commissioner Pettersen expressed his concern in reduce Public Health’s response to the COVID-19 pandemic and asked for reconsideration.

**13. ADJOURNED**

- Having no additional business, Pettersen motioned, Melheim seconded and the motion carried unanimously to adjourn the meeting at 10:08 A.M.

Respectfully submitted,

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Erin Marks, Support Services Supervisor

Dated: 2/16/2022

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Bill Miller, County Commissioner – Chair

Dated: 2/16/2022