

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
May 18, 2022

1. **CALL TO ORDER.**

The Watonwan County Human Services Board of Commissioners met in regular session on May 18, 2022 at **8:59 A.M.**, at the Community Room of the Watonwan County Human Services Building, City of St. James. The meeting was called to order by Chair, Bill Miller.

PLEDGE OF ALLEGIANCE

ROLL CALL – The following committee members were present at today’s meeting, Chair, Bill Miller, Commissioners, Jim Pettersen, Jim Branstad, Dillon Melheim, and Bob Rinne; Citizen’s Representatives Dr. Nicolas Castillo and Ted Hedberg, Naomi Ochsendorf and Support Services Supervisor, Erin Marks.

2. **REVIEW OF MINUTES** of the **April 20, 2022** Human Services Board Meeting. Rinne motioned, Melheim 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 – Hedberg motioned, Petterson seconded and the motion carried unanimously to approve the agenda as amended.

5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **June 22, 2022** at **9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)

6. **PUBLIC HEALTH PRESENTATION** – Barb Salmela-Lind

- Community Health Services Manager, Barb Salmela-Lind, was present at today’s meeting to give a recap of the public health department and their recovery phase of COVID.

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

- The monthly program data and financial update was shared and reviewed.
- Provided a brief overview of what will happen when the **Federal Peace Time Emergency** ends related to MN Health Care clients and the renewal process.
- Provided overview of mental health issues in our community.
- Discussed **Three Counties for Kids contract** for **clinical supervision** of our family facilitators. Contract will come to Human Services Board and will be reimbursed by Visions for Families Collaborative.

8. **PERSONNEL**

- Branstad motioned, Rinne seconded and the motion passed, with Miller being opposed, to approve the **Resignation, NOT in Good Standing** of **Jeremy Domeier**, Licensed Practical Nurse for Infectious Disease and Immunization Coordinator.
- Miller motioned, Pettersen seconded and the motion passed unanimously to approve the **Pay for Performance** of:
 - **Stacy Green**, County Agency Social Worker
 - **Heather O’Malley**, County Agency Social Worker

- **LeAnn Petterson**, Financial Worker
- Melheim motioned, Hedberg seconded and the motion passed unanimously to approve the **End of Temporary Appointment of Julia Whitcomb**, Community Health Services Manager.

9. COMMITTEE and MEETING REPORTS

- **SCHSAC** (State Community Health Services Advisory Committee) – *Melheim N/A*
- **VFC** (Visions for Families and Communities) Collaborative – *Hedberg and Branstad N/A*
- **Immtrack** (Regional Immunization Registry) Joint Powers Board – *Pettersen*
 - It was discovered that only an “agent”, which includes a staff member or commissioner, of the county, can sit on the board. *Beings Castillo* is a Citizen’s Representative, he is not eligible. *Pettersen* will remain as the appointed commissioner to this board.
- **Brown County Evaluation Center** – *Rinne*
 - Finalized the remodel project of the building. Finances are in good standings.
- **Enterprise North Inc.** – *Pettersen*
 - Finances are excellent compared to one year ago at this time.
- **MRCI** (Managed Resources Connections Inc.) Board of Directors – *Miller*
- **CHS** (Community Health Services) Advisory Board – *Hedberg*

10. STAFF TRAINING / DEVELOPMENT

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

11. MONTHLY FINANCIAL CLAIMS

- Branstad moved, Miller 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 **\$57,862.50**, paid on **4-15-2022**
 - Auditor Warrants, in the amount of **\$23,679.20**, paid on **4-29-2022**
 - Auditor Warrants, in the amount of **\$104.00**, paid on **5-2-2022**
 - Auditor Warrants, in the amount of **\$67.00** paid on **5-2-2022**
 - Auditor Warrants, in the amount of **\$2,543.94** paid on **4-11-2022**
 - Auditor Warrants, in the amount of **\$60.00** paid on **5-16-2022**
 - Commissioner Warrants, in the amount of **\$34,860.01**, paid on **5-16-2022**
 - SSIS Warrants, in the amount of **\$105,757.38**, paid on **5-19-2022**
 - Monthly Credit Card payments, in the amount of **\$2,043.94**

12. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Miller seconded and the motion carried unanimously to approve the amendment to the Agreement for the **Mental Health Client Assistance Program** with **Southern MN Behavioral Health**.

13. OTHER:

- Branstad moved, Melheim seconded and the motion carried unanimously to permission to accept a **\$330.00 Child Protection Donation** from **Stoncroft, Inc.** – **St. James Area Club**.

14. ADJOURNED

- Having no additional business, Melheim motioned, Branstad seconded and the motion carried unanimously to adjourn the meeting at 10:25 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 6/22/2022

Bill Miller, County Commissioner – Chair

Dated: 6/22/2022