



SOUTHWEST
HEALTH & HUMAN
SERVICES

**SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD**

MINUTES

Date: June 26, 2024

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:25 a.m.

Adjourned: 11:28 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday, June 26, 2024 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Burger.

Members present:

Gary Crowley	Jim Salfer
Steve Hauswedell	Doug Nagel
Maydra Maas	Les Nath
Mic Vandever	Rick Wakefield
Jeane Anderson	Lois Schmidt
Suanne Ohme	Lori Gunnick
Greg Burger	Todd Draper
Dan Wildermuth	

Members absent:

Joan Jagt	Jackie Meier
Gary Overgaard	Dennis Welgraven

Staff present:

Lisa DeBoer	Carol Biren
Nancy Walker	Cindy Nelson
Chris Cauwels	Beth Wilms
Chantelle Fogelson	Ashley VanOverbeke
Ann Orren	

P. Call to Order

Q. Consent Agenda-

Chairperson Burger asked if there were any changes to the agenda. There was one addition to the agenda for a decision item. The one decision item was the to request a position for a Public Health Educator for Cannabis. Chairperson Burger asked if anyone had a conflict of interest to identify. None were identified. He asked if there were any corrections or additions to the minutes of the May 15, 2024 meeting. None were identified. Motion by Commissioner Crowley, second by Commissioner Nagel to approve the agenda and the board minutes as presented with the change. The motion carried unanimously.

R. Financials-

Chairperson Burger asked if there were any questions or comments regarding the financial report as given during the Human Services Board meeting. There were none. Motion by Commissioner Vandever, second by Commissioner Wakefield to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

S. Human Resources Statistics-

Director Beth Wilms asked if there were any comments or concerns regarding the statistics that were provided, with some positions being hired. There are currently 10 openings as of June 26, 2024.

T. Discussion/Information Items-

U. Decision Items-

1. Allyson Henriks, Accounting Technician, probationary appointment (12 months), \$21.50 hourly, effective 6/3/2024 – Redwood Falls Office
2. Nicole Stubbe, Eligibility Worker, probationary appointment (12 months), \$21.32 hourly, effective 6/3/2024 – Ivanhoe Office
3. Ashlee Zuehlsdorf, Child Support Officer, probationary appointment (6 months), \$20.87 hourly, effective 6/3/2024 – Redwood Falls Office
4. Crystal Kessler, County Agency Social Worker (CAC/CADI/BI), probationary appointment (12 months), \$25.60 hourly, effective 6/17/2024 – Redwood Falls Office
5. Megan Schmitt, Registered Dietician, probationary appointment (12 months), \$27.09 hourly, effective 6/24/2024 – Marshall Office
6. Jennifer Beek, County Agency Social Worker (DD), probationary appointment (6 months), no change in rate of pay, effective 6/24/2024 – Marshall Office
7. Katelyn Croat, County Agency Social Worker (Restorative Practices-Probation), probationary appointment (12 months), \$25.60 hourly, effective 6/24/2024 – Marshall Office
8. Lilly Hansen, County Agency Social Worker (Child Protection), probationary appointment (12 months), \$25.60 hourly, effective 6/24/2024
9. Caitlyn Schultz, Communications Specialist, probationary appointment (12 months), \$28.55 hourly, effective 7/1/2024
10. Larissa Hansen, Case Aide- Restorative Practices (Part-Time), probationary appointment (12 months), \$19.53 hourly, effective 7/1/2024
11. Candace Jenniges, County Agency Social Worker (Restorative Practices-Community Service), probationary appointment (12 months), \$25.60 hourly, effective 7/8/2024- Marshall Office

12. Jared Armon, County Agency Social Worker (FGDM), probationary appointment (12 months), \$25.60 hourly, effective 7/8/2024 – Pipestone Office

Motion by Commissioner Wildermuth second by Commissioner Draper to approve the probationary appointments as presented. The Motion carried unanimously.

13. Request for Public Health Educator

Carol Biren, Public Health Division Director, came forward to request a position for Public Health Educator specializes in Cannabis use. Biren stated she had pulled the position out of the budget last year as it was unknown what the budget for Cannabis would look like. Now that it has gotten closer, we do need to move forward sooner rather than later. This position would do education within the schools and communities around cannabis and other substances. This position would work with schools, cities and counties on their ordinances and the major role would be pulling our community partners together to have discussions. Biren stated it is close to 100% funded, we just don't have cannabis funding yet, but we do have funds from the foundational funding grant leftover as we just hired for the Communication Specialist position therefore, half the year of those funds available to hold us over until the Cannabis funding is known. Biren anticipates on the low end it would be \$100,000 a year for the grant and would cover the position and materials needed. Motion by Commissioner Wildermuth second by Commissioner VanDeVere to approve the request for Public Health Educator. The motion carried unanimously.

14. Request for Network Switches – Chris Cauwels

Chris Cauwels, IT Director, came forward to request Network Switches. Cauwels stated that the CDWG quote as shown is only for one switch so total would be \$7,192.64 and Morris Electronics comes in at \$7,176.72 and we have done a lot of business with Morris in the past. Cauwels would recommend going with Morris Electronics as they are cheaper and also local vendor.

15. Request for Multi Factor Authentication Renewal - Chris Cauwels

Chris Cauwels, IT Director, came forward that our Multi Factor Authentication is coming up for renewal. Cauwels provided a quote for a two year quote totaling \$10,606.34 or a three year quote \$13,151.87. Cauwels does recommend to go with three years to lock in that savings.

16. Request for Virtual Print Servers – Chris Cauwels

Chris Cauwels, IT Director, came forward to request virtual printer servers. Cauwels state she is trying to move us to more of a paper free organization and we have several state printers that print out paper copies of reports when we can convert those to virtual format. Cauwels stated since we have about ten state printers this does exceed the \$3,000 for software. Cauwels is requesting an additional \$1,800.00 to purchase four more copies of the software.

Motion by Commissioner Crowley second by Commissioner Draper to approve the requests as presented in line items 14-16. The Motion carried unanimously.

17. Anti-Malware Anti-Virus Contract – Chris Cauwels

Chris Cauwels, IT Director, came forward with an Anti-Virus contract that the State of MN is offering free of charge and will block malicious web trafficking from hitting our systems.

18. Administrative Policy 7 – Investment Policy

Beth Wilms, Director, came forward with changes to Administrative Policy 7. Wilms stated the changes are just cleanup of policy. Changes related to Lisa DeBoer title, and recognizing

that we have a finance committee. Motion by Commissioner Crowley second by Commissioner Draper to approve the changes in Administrative Policy 7. The Motion carried unanimously.

19. Insurance Committee Request – Hinge Health and First Stop Health

Nancy Walker, Deputy Director, came forward to request approval for Hinge Health and First Stop Health. Walker presented two additional options that are offered through our health insurance plan, one being Hinge Health. Walker explained that this would be an option as an add on for our members. This program focuses on multi-skeletal conditions. Walker stated that one of our drivers for our self-insurance plan is multi- skeletal. The Hinge Health is a virtual option that can be utilized at any time and at home. Staff are not required to use this app but is an option, and there is no cost to staff to use this option. There are four levels of care for Hinge Health; prevention, acute, chronic and pre and post rehab. The maximum the plan would cost per employee per year would be \$995.00. Walker explained that the employee would have to reach full engagement in order for our agency to get a Blue Cross Blue Shield Claim to be paid.

Walker presented information on the second option First Stop Health program. Walker stated this is an option for urgent care and Mental Health Services. Walker stated that both the services for urgent care and Mental Health Services can be provided to our members or dependents with no co pay on the App. Walker explained this is a per member per month charge; for urgent care it would be \$5.95 and for Mental Health Services it would total \$2.95. Based on 250 staff the cost for this program would be \$26,700 a year. Walker stated that if the return on investment is not met the agency would get the money back that was paid in. Motion by Commissioner Gunnick second by Commissioner Wildermuth to approve adding both Hinge Health and First Stop Health to our insurance options.

20. Donations

- Four Duffle Bags and one fleece blanket donated from Lanette Elbers for anyone in need.

Motion by Commissioner Vandever second by Commissioner Draper to approve the donation as listed. The motion carried unanimously.

21. Contracts

- **Advanced Threat Protection** – 06/06/2024; services from the State of MN to block malicious web traffic from hitting our systems.
Fiscal Note: No costs
- **Avera McKennan d/b/a Avera Behavioral Health (Sioux Falls, SD)** – 07/01/24 to 06/30/25; provide for mental health orders and civil commitment beds and services, rate of \$1495/day for hospital services (50% increase) plus 75% medical care expenses up to limit of \$10,000 (renewal).
Fiscal Note: 2024 \$24,900; 2023 58,114; 2022 \$19,662; 2021 \$28,672; 2020 \$4,480
- **Voyant/Sinch Phones**– 06/01/2024-5/31/26; Local and Long distance calling, \$5,101.15/monthly
Fiscal Note:
- **Voyant/Sinch Phones**– 06/01/2024-5/31/26; HIPAA compliant electronic faxing services, \$449.82/month

Fiscal Note:

- **Lutheran Social Services of SD (Sioux Falls, SD)** – 07/01/24 to 06/30/25; Rule 5 mental health residential treatment services, \$451.17/day (4 % increase) (renewal).

Fiscal Note: 2024 \$0 (no clients); 2023 \$0 (no clients) 2022 \$0 (no client), 2021 \$0 (no client); 2020 - \$53,711 (1 client)

- **Lyon County** – 07/01/24 to 12/31/26; Office lease amendment, addition of 750 sq ft increasing the total leased space to 30,527 square feet. \$29,255/month starting July 1st, 2024, \$30,527/month in 2025, \$31,799/month in 2026 (amendment).

Fiscal Note:

- **Cottonwood County Jail (Windom, MN)** – 05/23/24 to 05/23/25; Annual Health Inspection and Written Report for Jail, \$65/hour (NEW).

Fiscal Note: Revenue

Motion by Commissioner VanDeVere second by Commissioner Wakefield to approve the contracts as listed. The motion carried unanimously.

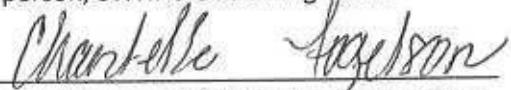
V. Adjournment

Chairperson Burger asked if there were any other questions. Hearing none, he adjourned the meeting at 11:28 a.m.

Approved Date 7-17-2024

Authorized 

Chairperson, SWHHS Governing Board


Recording Secretary, SWHHS Governing Board

Attest: 
Deputy Director