



SOUTHWEST HEALTH AND HUMAN SERVICES
ANNUAL MEETING

MINUTES

Date: September 18, 2024
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 11:45 a.m.
Adjourned: 12:35 p.m.

The annual meeting for Southwest Health and Human Services was held on Wednesday, September 18, 2024 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Director Wilms.

Members present:

Greg Burger	Suanne Ohme
Steve Hauswedell	Gary Overgaard
Mic Vandever	Maydra Mass
Jim Salfer	Rick Wakefield
Todd Draper	Doug Nagel
Jackie Meier	

Members absent:

Lois Schmidt	Les Nath
Gary Crowley	Jeane Anderson
Dennis Welgraven	Dan Wildermuth

Staff present:

Cindy Nelson	Chantelle Fogelson
Chris Cauwels	Nancy Walker
Lisa DeBoer	Beth Wilms

1. Strategic Plan

Director, Beth Wilms, started the annual meeting with the topic of Strategic Planning. Wilms is looking for guidance for the 2026-2030 strategic Plan. Wilms stated the Executive Team does not have the capacity at this point to put the plan together. The recommendation was to look for two quotes for an outside entity to gather the information for the Strategic Plan. The Board did agree and planning will start June/July of 2025.

2. Policies

Deputy Director, Nancy Walker, provided an overview of agency policies reviewed in the past year, as well as the process involved in reviewing policies. Year to date there have been two income maintenance policies, eight personnel policies, four administrative, and two

Environmental Health. There was one new IT policy that went to Board. SWHHS utilizing an equity lens to look at policies being updated prior to SWHHS board approval.

3. Review of Agency Bylaws

Director, Beth Wilms, had the Board review the Agency Bylaws and no revisions were presented.

4. HR Update

Deputy Director, Nancy Walker, gave an update on HR. Director, Beth Wilms, did add that there is a concern with certain openings and that we are mandated to perform certain services. Wilms stated that Child Protection is a concern as it is a mandated service and the applicants just aren't there. Walker has done informal market studies with Des Moines Valley to just see how Southwest Health and Human Services sits. Overall, our minimums are low but our maximums are generous.

5. 2024-2025 Priorities

The Board set several priorities for the next 18 months, including retainment of staff with a recognition of the concerns related to the base, minimum wage; looking at the agency as a whole and recognizing that some of our services are mandated and some are not. We want to make sure we are using our staff for the mandated services. Also, that there are changes coming and the agency might not look the same in the future; recognizing that there may need to be changes in the services provided and how we provide those services. Commissioner Burger did recognize that benefits do hold employees. Burger requested the report from Walker in regards of where Southwest Health and Human Services stands so that the Board members have justification of a levy increase for wages. We need to begin planning for the future as it may have many changes.

Approved Date 10-16-2024

Authorized

Alex L. Burger
Chairperson, SWHHS Governing Board

Christine Mc Angelson
Recording Secretary, SWHHS Governing Board

Attest:

Beth Wilms
Director