



SOUTHWEST HEALTH AND HUMAN SERVICES
GOVERNING BOARD

MINUTES

Date: June 18, 2025

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 10:17 a.m.

Adjourned: 10:45 a.m.

The monthly meeting of the Governing Board for Southwest Health and Human Services was held on Wednesday June 18, 2025 in the Commissioners Room in the Lyon County Government Center Marshall, Minnesota. The meeting was called to order by Chairperson Welgraven.

Members present:	Rick Anderson	Todd Draper
	Gary Overgaard	Doug Nagel
	Maydra Maas	Greg Burger
	Dennis Welgraven	Lois Schmidt
	Suanne Ohme	Steve Hauswedell
	Jim Salfer	Dan Wildermuth
	Dean Nielsen	Les Nath
	Jackie Meier	

Members absent:	Joan Jagt	Gary Crowley
	Rick Wakefield	

Staff present:	Lisa DeBoer	Carol Biren
	Beth Wilms	Chantelle Fogelson
	Cindy Nelson	Nancy Walker
	Ashley VanOverbeke	Jenna Stephenson
	Kristin Deacon	Evan Hacker

N. Call to Order

O. Consent Agenda-

Chairperson Welgraven asked if there were any changes to the agenda. Director, Beth Wilms, did have one addition for a decision item number eight for the Cisco Threat Defense subscription by Morrison Electronics. Chairperson Welgraven 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 21st meeting. None were identified. Motion by Commissioner Wildermuth, second by Commissioner Nielsen to approve the agenda with the addition and the board minutes as presented. The Motion carried unanimously.

P. Financials-

Chairperson Welgraven 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 Burger second by Commissioner Anderson to approve the financial report as brought forward by the Human Services and Community Health Boards. The motion carried unanimously.

Q. Human Resources Statistics-

Director Beth Wilms asked if there were any comments or concerns regarding the statistics that were provided. There were none.

R. Discussion/Information Items-

S. Decision Items-

1. Paige Schatzke, County Agency Social Worker- Adult Mental Health, probationary appointment (12 months), \$26.10 hourly, effective 6/2/2025 – Luverne Office
2. Kevin Murfield, Fraud Prevention Investigator, probationary appointment (12 months), \$30.00 hourly, effective 6/16/2025
3. Kathleen Kesteloot, County Agency Social Worker- Developmental Disabilities, probationary appointment to run concurrent, \$29.50 hourly, effective 6/16/2025

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

4. Personnel Policy #24- Vacation Payout

Deputy Director, Nancy Walker, came forward with a change to Personnel Policy #24 vacation payout. Walker stated she is proposing to have more flexibility with the utilization of the vacation payout by adding day by day payout as well. This policy is voluntary. Motion by Commissioner Draper, second by Commissioner Overgaard to approve the revision of Personnel Policy #24. The Motion carried unanimously.

5. 2025/2026 Compliance Plan

Deputy Director, Nancy Walker, came forward with the 2025/2026 compliance plan. Walker stated that in 2020 SWHHS had applied for a workforce certificate that is through the Minnesota Department of Human Rights. It is a requirement for many of the Public health

grants that SWHHS receives. For the year 2025 Minnesota Department of Human Rights has changed the process and a certain template has to be utilized. Walker presented the template to the Board that is now required. Motion by Commissioner Wildermuth, second by Commissioner Meier. The Motion carried unanimously.

6. Laptop Quotes

Director, Beth Wilms, and Network Administrator, Evan Hacker, came forward with a request for fifty laptops and 60 Dock stations. Wilms stated the laptops were in the budget. Wilms and Hacker are requesting to go with Computer Man with the quote coming in at \$86,370.00 vs Morris electronics that comes in at \$113,085.70. Motion by Commissioner Burger, second by Commissioner Wildermuth to purchase fifty laptops and sixty dock stations from Computer Man. The Motion carried unanimously.

7. Cisco Subscription- Morris Electronics

Director, Beth Wilms, and Network Administrator, Evan Hacker, came forward with a request to renew the Cisco subscription. Hacker explained that our malware threat defense software is up for renewal. SWHHS has the subscription through Morris Electronics. Hacker is requesting to renew the subscription for the year totaling \$ 3,734.06. The cost was budgeted for. Motion by Commissioner Hauswedell, second by Commissioner Overgaard. The Motion carried unanimously.

8. Donations

- Anonymous donation of children's clothing to be used for foster care.
- Anonymous donation of a baby bath bumpo, wipe warmers and a newborn sleeping pod; along with variety sizes of children's clothes to be used for foster care.
- Donation by Yoselyn Aleman of 192 size 1 diapers and 38 size 2 diapers to be used for WIC families.
- Donation by Mary Timmerman of girls infant clothing to any family in need.
- Donation by Hunter's Place of backpacks, shampoo, conditioner, combs, brushes and plastic bottles to be used for anyone in need.
- Donation by Lesley Fischer of toys, games, blankets, pillows, and play-doh to be used for anyone in need.

Motion by Commissioner Hauswedell, second by Commissioner Overgaard to accept the donations and send thank you notes for the donations. The Motion carried unanimously.

9. Contracts

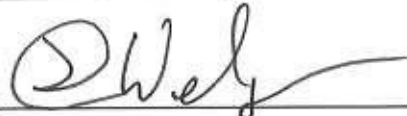
- **DHS Mobile Crisis Response Services Grant for Adult & Children's** – 05/15/25 to 09/30/26; Grant to help expand on the mobile crisis supports that are already established in Rock County, \$255,195, (NEW). *Fiscal Note: pass through grant monies to WMHC*
- **MN Dept of Agriculture (Rock County)** – 06/01/25 to 12/31/25, joint powers agreement to issue farmers market nutrition program checks to WIC participants; \$100; (renewal). *Fiscal Note: 2024 \$300; 2023 \$300; 2022 \$300*

Motion by Commissioner Burger second by Commissioner Anderson to approve the contracts as listed. The Motion carried unanimously.

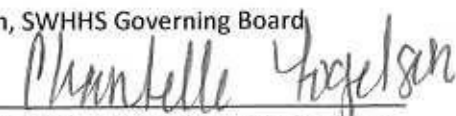
T. **Adjournment**

Chairperson Welgraven asked if there were any other questions. Hearing none, he adjourned the meeting at 10:45 a.m.

Approved Date 7-16-25

Authorized 

Chairperson, SWHHS Governing Board



Recording Secretary, SWHHS Governing Board

Attest: 
Deputy Director