



SOUTHWEST HEALTH AND HUMAN SERVICES
COMMUNITY HEALTH BOARD

MINUTES

Date: August 20, 2025

Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:38 a.m.

Adjourned: 10:05 a.m.

The monthly meeting of the Community Health Services Board for Southwest Health and Human Services was held on Wednesday August 20, 2025 in the Commissioners Room of the Lyon County Government Center in Marshall, Minnesota. The meeting was called to order by Chairperson Greg Burger.

Members present:	Gary Crowley	Rick Wakefield
	Doug Nagel	Dan Wildermuth
	Greg Burger	Dean Nielsen
	Dennis Welgraven	Lois Schmidt
	Todd Draper	Steve Hauswedell
	Gary Overgaard	Jim Salfer
	Suanne Ohme	

Members absent:	Joan Jagt	Jackie Meier
	Maydra Maas	Les Nath
	Jeanne Anderson	

Staff present:	Lisa DeBoer	Stacey Timm
	Carol Biren	Kristin Deacon
	Nancy Walker	Chantelle Fogelson
	Cindy Nelson	Troy Knakmuhs
	Ashley VanOverbeke	Jenna Stephenson
	Jason Kloss	Tiffany Bailey

H. Call to Order-**I. Consent Agenda-**

Chairperson Burger asked if there were any additions to the agenda. None were presented. Chairperson Burger asked if anyone had a conflict of interest to identify. There were none to identify. He asked if there were any corrections or additions to the minutes of the July 16, 2025 minutes. None were identified. Motion by Commissioner Wildermuth second by Commissioner Welgraven to approve the Consent Agenda along with the Board Minutes from July 16, 2025. The motion carried unanimously.

J. Financial –

Chairperson Burger stated the Financials had been received during the Human Services Board and will be moved to the Governing Board.

K. Caseload-

Public Health Division Director, Carol Biren, asked if there were any comments or concerns regarding the caseload. There were none.

L. Discussion Items-**M. Decision Items-****1. Opioid Bylaws Revisions**

Community Public health Supervisor, Jenna Stephenson, came forward with some revisions to the Opioid bylaws. Stephenson stated they had taken Lincoln and Murray Counties out as they are decided to withdraw from the group. Another change is in the bylaws is meetings will be held annually. The subcommittee will also elect officers for the committee. Stephenson stated the last change was the bylaws will be reviewed regularly. Motion by Commissioner Draper, second by Commissioner Crowley to approve the Opioid bylaw revisions. The motion carried unanimously.

2. Hearing Reschedule for Cedar Lane

Public Health Division Director, Carol Biren, and Environmental Health Manager, Jason Kloss, came forward with a request to reschedule the hearing for Cedar Lane. Kloss stated that Cedar Lane has requested an extension which can be from 30-60 days. The hearing that was scheduled August 6th needs to be rescheduled. Kloss requested to reschedule that hearing to September 29, 2025 if the date works for the attorney. Motion by Commissioner Draper, second by Commissioner Crowley to schedule the

hearing for September 29, 2025 if it works for the attorney. Carol to keep Commissioners informed of the date. The Motion carried unanimously.

3. Child and Teen Check Up Outreach Supplies

Public Health Nursing Supervisor, Kristin Deacon, came forward with a request to purchase child and teen checkup outreach supplies. Deacon stated these items will be utilized in the Child and Teen Checkup program and all costs will be covered by the grant and has been approved in our work plan. This supply will last for approximately one year depending on the number of children enrolled in medical assistance. Shipping costs are not included but will be an added cost. Deacon stated the shipping costs are not available until the payment information is added to the order. Deacon is requesting the approval for the cost of \$3,978.94 plus applicable shipping to purchase these supplies. Motion by Commissioner Wakefield, second by Commissioner Overgaard to approve the purchase totaling \$3,978.94 plus shipping to purchase child and teen checkup supplies. The Motion carried unanimously.

4. 2026 Preliminary Community Health Budget

Director of Business Management, Lisa DeBoer, came forward with the 2026 preliminary Community Health Budget. The levy funding formula is based on population. Biren and DeBoer discussed the 2026 Community Health Services Budget with the Board. DeBoer had the request for the per capita rate to be set at \$15.25 which is remained the same as 2025 for a total levy request of \$1,123,025 for a PH budget of \$5,227,874. Reserves of \$344,628 would be used to balance the budget. Motion by Commissioner Meier, second by Commissioner Crowley to approve the per capita rate to be set at \$15.25 for a county contribution request of \$1,123,025 for a public health budget of \$5,277,874 with reserves of \$344,628 used to balance the budget. The Motion carried unanimously.

Chairperson Burger asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 10:05 am.

Approved Date 9-17-2025

Authorized

Aug. B. Burger
Chairperson, Community Health Board

Chantelle Ingelsson
Recording Secretary, Community Services Board

Attest:

Tracy
Director