



SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: August 20, 2025

Place: Lyon County Government Center

Commissioners Room

Marshall, Minnesota

Opened: 9:00 a.m.

Adjourned: 9:38 a.m.

The monthly meeting of the Human 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 Rick Wakefield.

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

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

Staff present:	Lisa DeBoer	Kristin Deacon
	Chantelle Fogelson	Carol Biren
	Nancy Walker	Amy Lueck
	Stacey Timm	Cindy Nelson
	Jason Kloss	Sherri Pickthorn
	Ashley VanOverbeke	Christine Versaevel
	Jenna Stephenson	Tiffany Bailey
	Evan Hacker	Megan Boerboom
	Alyssa Regnier	Breanna Larson
	Marlys O'Connell	Anna Clark
	Mandy Morin	Megan Stage
	Alex Dvorak	Heather Gordon
	Hope Rasmussen	Ellie Fleming

A. Consent Agenda-

Chairperson Wakefield asked if there were any additions or changes to the agenda. There were no additions or changes. Chairperson Wakefield 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 July 16, 2025 meeting. There were none. Motion by Commissioner Crowley, second by Commissioner Nagel to approve the Consent Agenda and Board Minutes from July 16, 2025. The motion carried unanimously.

B. Introduction of New Staff-

Director, Stacey Timm, introduced new staff.

- Breanna Larson, Public Health Nurse, Redwood
- Marlys O'Connell, DD Social Worker, Marshall
- Hope Rasmussen Welu, Dietitian, Marshall
- Ellie Fleming, Restorative Practice Case Aide, Marshall
- Stacey Timm, Director, Marshall

C. Employee Recognition-

Social Services Division Director, Cindy Nelson, indicated that staff are present to receive recognition.

- Anna Clark, CMH Case Manager, Marshall, One Year
- Mandy Morin, Prevention Social Worker, Redwood, One Year
- Megan Stage, Registered Dietitian, Marshall, One Year
- Alyssa Regnier, Licensing/CMH Case Manager, One Year
- Alex Dvorak, Restorative Practices Social Worker, Marshall, Five Years
- Heather Gorden, CPS Social Worker, Marshall, Ten Years
- Jason Kloss, Environmental Health Manager, Slayton, Thirty Years
- Patty Reitsma, Eligibility Worker, Slayton, Thirty Years

D. Financial-

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of July. The month of July started out with a beginning balance in checking of \$3,838,131 and ended at \$3,962,583. We ended July with an overall cash & investment balance of \$16,885,470. When excluding the designated and restricted funds, the ending balance for the month was \$14,169,592; last year we were around \$13.4 million. The self-insurance fund was at \$1,498,303 as of the end of the month. Compared to prior year, the fund is up \$175,000. To date, that fund balance is at \$1,639,715. The fund balances for Fund 01 (PH) was \$4,378,582 and Fund 05 (HS) was at \$9,791,010. Looking at the numbers from a budget prospective for month end, Public Health is 7% over budget for revenues and 4% under budget for expenditures. Overall to date, revenues exceeded expenditures by \$469,172. For the Human Services perspective we are 3% over budget for revenues and 1% under budget for expenditures. Overall to date, expenditures

exceeded revenues by \$1,331,090. Partial Quarter three Public Health county contributions have been received. Minnesota Department of Health and Department of Human Services Quarter two reports are completed and reimbursements are being received. The audit is being finalized by the OSA with final report expected in September to meet single audit requirements. Motion by Commissioner Wildermuth, second by Commissioner Overgaard to move the financials to the Community Health Board. The Motion carried unanimously.

E. Caseload-

Director, Timm, asked if there were any comments or concerns about the caseload. There were no questions.

F. Discussion/Information-

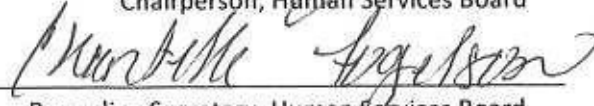
G. Decision Items-

1. 2026 Preliminary Human Services Budget. Lisa DeBoer, Director of Business Management, came forward with the 2026 preliminary human services budget. DeBoer stated that the agency is up for renewal with the union contract for 2026. The health Insurance is projecting an estimated premium increase at approximately 5.2%; for an approximate cost of \$175,000; it is unknown if this will be a split between employee and employer or the agency's responsibility. DeBoer went over the fourteen open positions that need to be filled with no new positions being added in 2026. Some new IT purchases would be continuing with the replacement schedule for computers over the next several years, hardware upgrade and replacements totaling \$77,500. The IT budget also includes standard software and hardware subscription renewals. IT is also looking at Microsoft Office 365 which is not budgeted, totaling \$30,000. DeBoer requested the Board to review the Human Services budget. It includes a levy increase for a county contribution of eight percent, totaling an increase of \$15,088,102 for a total HS budget of \$34,482,886. Motion by Commissioner Burger, second by Commissioner Crowley to approve the HS budget as presented. The Motion carried unanimously.

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:38 a.m.

Approved Date 9/17/2025

Authorized 
Chairperson, Human Services Board


Recording Secretary, Human Services Board

Attest: 
Director