SOUTHWEST HEALTH AND HUMAN SERVICES
HUMAN SERVICES BOARD

MINUTES

Date: November 19, 2025
Place: Lyon County Government Center
Commissioners Room
Marshall, Minnesota

Opened: 9:01 a.m.
Adjourned: 9:58 a.m.

The monthly meeting of the Human Services Board for Southwest Health and Human Services was held on Wednesday November 19, 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
	Dan Wildermuth	Dean Nielsen
	Greg Burger	Les Nath
	Lois Schmidt	Jim Salfer
	Todd Draper	Gary Overgaard
	Steve Hauswedell	Rick Wakefield
	Maydra Maas	Jackie Meier
	Jeanne Anderson	Suann Ohme
Members absent:	Joan Jagt	Doug Nagel

Staff present:	Carol Biren	Nancy Walker
	Stacey Timm	Cindy Nelson
	Jackie Williams	Chantelle Fogelson
	Craig Wilson	Evan Hacker
	Lisa DeBoer	Stacy Jorgensen
	Jason Kloss	Tiffany Bailey
	Emily Wajer	Lynn Babcock
	Stacy Fier	

A. **Consent Agenda-**

Chairperson Wakefield asked if there were any additions or changes to the agenda. None were identified. 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 October 15, 2025 meeting. There were none. Motion by Commissioner Salfer, second by Commissioner Meier to approve the Consent Agenda and Board Minutes from October 15, 2025. The motion carried unanimously.

B. **Introduction of New Staff-**

Director Stacey Timm, indicated that staff are present to be introduced

- Emily Wajer, Social Worker- Adult Mental Health, Stacy Jorgensen

C. **Employee Recognition-**

Director, Stacey Timm, indicated that staff are present to receive recognition.

- Kerry Dykstra, Social Worker Commitment Specialist- Adult Mental Health, Pipestone 1 year
- Stacy Fier, Social Worker Team Lead- Children's Services, Marshall 20 years
- Lynn Babcock, Child Support Team Lead, Marshall 25 years
- Lisa Przymus, Eligibility Worker- Income Maintenance, Ivanhoe, 40 years

D. **Financial-**

Lisa DeBoer, Director of Business Management, came forward with the financials for the month of October. The month of October started out with a beginning balance in checking of $1,974,943 and ended at $974,340. We ended October with an overall cash & investment balance of $13,043,302. When excluding the designated and restricted funds, the ending balance for the month was $10,147,877. ~~; last year we were around $10.3 million.~~ The self-insurance fund was at $1,454,757 as of the end of the month. Compared to prior year, the fund is up $125,000 To date, that fund balance is at $1,405,000. The fund balances for Fund 01 (PH) was $4,184,485 and Fund 05 (HS) was at $5,963,392. Looking at the numbers from a budget prospective for month end, Public Health is 3% over budget for revenues and 5% under budget for expenditures. Overall to date, revenues exceeded expenditures by $275,000 For the Human Services perspective we are 8% under budget for revenues and at budget for expenditures. Overall to date, expenditures exceeded revenues by $2,400,000 Motion by Commissioner Crowley, second by Commissioner Nielsen 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**

Update on SNAP current state as well as future items. No clients went without benefits for the month of November due to the government shut down. There is a high payment error rate in Minnesota. The state informs us of our payment error rates. The state is the only place that can provide workforce training for our new workers and it can take up to a year to get a new worker trained in. This impacts the error rate. If we see a worker is needing additional support we do case reviews, may have workers go back to training, assign a lead worker to the new worker, or set up two-person approval of cases. Due to H.R.1, reimbursement of administrative fees will decrease from 50% to 25%. We are getting 50% revenue back federal fiscal participation on the quarterly reportsand that is all of our costs related to administrating the SNAP program. However, that will going down to 25% in the 4th quarter of 2026. Another change is that SNAP benefits will need to be reviewed 2 times annually andthere are expanded work requirements for clients. Additionally the new law, limitsparent exemption for children under 14 to work and removed exemptions for Veterans, people experiencing homelessness and youth leaving foster care. Clients will no longer be allowed to use energy assistance payments towards an allowance on your income. Clients can't take that off to meet income eligibility. Minnesota SNAP income limits by household size by month. A family of four maximum monthly gross income can be $5359.00.

G. **Decision Items-**

1. Biennial service agreement this is a renewal for workforce for MFIP and DWP to be able to support the work requirements through those two programs. These programs do all the work requirements for MFIP and DWP. Motion by Commissioner Mieier, second by Commissioner Overgaard to approve the agreement. The Motion carried unanimously.

- 2. 2026 Human services budget. 5.5% increase (SWHHS does not have a step system) and $3 differential pay in place for CP workers, CP supervisors, PH Nurses, and PH Nurse Supervisors. Health insurance increase of 9% of $300,000 with a 50/50 split; fund balance at $1.4M; forecast is to come in at $1.3M at year end. Currently we have 11 open positions. We currently have taken 5 positions out of the budget. We have no new positions budgeted for the 2026 year. . Minnesota paid Family Medical Leave.was also agreed upon split 50/50. That will run us about $65,000 for the employer portion in the agency. Total commitment there is about 1.2 million. IT laptop requests replacement schedule for computers is on a 5 years rotation.

Currently we have 34 fleet vehicles we have purchased 22 vehicles this year. We have six that remain on the lease for 2026, and six that remain on the lease for 2027. Levy Funding Request formula is based on Net Tax Capacity, Population, and last 3 years of SEAGR expenses. With a total HS levy funding of $15,088,102.

Southwest Health and Human Services Request is for an 8% levy increase for a county contribution request of $15,088,102 for a total HS budget of $34,119,565. Motion by Commissioner Burger, Second by Commissioner Wildermuth. The Motion carried unanimously.

Chairperson Wakefield asked if there was anything further to bring to the Board. Hearing nothing, he adjourned the meeting at 9:58 a.m.

Approved Date 12/17/2025

Authorized Rick Wakefield
Chairperson, Human Services Board

Jackie Williams
Recording Secretary, Human Services Board

Attest: Stacy Lee
Director