

**MINUTES**  
**WATONWAN COUNTY HUMAN SERVICES**  
*January 15, 2020*

1. **CALL TO ORDER at 9:00 A.M.**

*(Location: Watonwan County Human Services, Community Room, 715 2<sup>nd</sup> Ave. S., St. James.)*

**ROLL CALL** – Chair, Jim Branstad; Vice Chair, Kathleen Svalland; Commissioners, Raymond Gustafson, Bob Rinne and Bill Miller; Citizen’s Representative, Ted Hedberg; Director, Naomi Ochsendorf; Income Maintenance Supervisor, Jodi Halvorson; Social Services Supervisors, Joan Stordalen and Amy Pluym; Public Health Supervisor, Julia Whitcomb and Support Services Supervisor, Erin Marks. **ABSENT:** N/A

**PLEDGE OF ALLEGIANCE**

2. **REVIEW OF MINUTES of the December 18, 2019, Human Services Board Meeting** – Rinne moved, Svalland seconded and the motion passed unanimously to approve the minutes as presented.

3. **CORRECTIONS/ADDITIONS to the agenda** – so noted.

4. **APPROVAL of the amended agenda** – Gustafson motioned to approve, Hedberg seconded and the motion carried unanimously to approve the agenda as amended.

5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **February 19, 2020 at 9:00 A.M.**  
*(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)*

6. **NEW STAFF INTRODUCTION** – Joan Stordalen

- **Alexis Martinson**, Public Health Nurse – Maternal Child Health (MCH) Coordinator, was present at today’s meeting and introduced to the board.

7. **COMMUNITY HEALTH SERVICES** – Julia Whitcomb

- Reviewed the monthly PowerPoint presentation for Public Health programs.
- Program updates: N/A

8. **INCOME MAINTENANCE & CHILD SUPPORT** - Jodi Halvorson

- Reviewed the monthly PowerPoint presentation for Income Maintenance and Child Support programs.
- Program updates: Halvorson shared that the Income Maintenance unit received the **SNAP Expedited & 30-Day Processing certificate** for achieving a 96% or higher timeliness rate. Watonwan County was the only county in this region to receive this certificate.

9. **SOCIAL SERVICES** - Joan Stordalen & Amy Pluym

- Reviewed the monthly PowerPoint presentation for Social Services programs.

Children Sub-Unit Program Updates – (Stordalen)

Stordalen shared that they will be working with the University of Minnesota Extension

Service - Watonwan County to facilitate a “**Cooking Matters**” class for some of our families receiving child welfare/child protection services. This six-week program will begin January 30, 2020.

Adult Sub-Unit Program Updates – (Pluym)

Pluym serves on the Regional Management Team (RMT) for the South Central Community Based Initiative (**SCCBI**) in which they manage the day-to-day activities of the SCCBI. Pluym shared statistics and information pieces with the board from the recent **Regional Annual Report**.

Pluym initiated a follow up discussion on the meeting with Senator Julie Rosen that was held with the board commissioners on January 14, 2020.

10. **LICENSING REPORT** – Joan Stordalen

- The **October – December 2019** licensing actions for daycare, child foster care, and adult foster care providers were distributed and reviewed.

11. **DIRECTOR DISCUSSION/UPDATES** – Naomi Ochsendorf

- Reviewed the year-end Power Point for Revenues, Expenditures, Out-of-Home Placements and Collections.
- Agency Updates: N/A

12. **PERSONNEL**

- Hedberg motioned, Svalland seconded and the motion passed unanimously to approve the **Pay for Performance** of **Brett Beckius**, County Agency Social Worker.
- Miller motioned, Rinne seconded and the motion passed unanimously to approve the **Pay for Performance** of **Elizabeth Blackstad**, County Agency Social Worker.
- Branstad motioned, Gustafson seconded and the motion passed unanimously to approve the **Probationary Appointment** of **Monica Cuellar**, Registered Nurse.
- Svalland motioned, Miller seconded and the motion passed unanimously to approve the **Pay for Performance** of **Kevin Foss**, Family Based Services Provider.
- Svalland motioned, Hedberg seconded and the motion passed unanimously to approve the **Pay for Performance** of **Natasha Hanson**, County Agency Social Worker.
- Gustafson motioned, Miller seconded and the motion passed unanimously to approve the **Pay for Performance** of **Tammy Larson**, Office Support Specialist.
- Miller motioned, Rinne seconded and the motion passed unanimously to approve the **Pay for Performance** of **Christina Rotert**, County Agency Social Worker.
- Gustafson motioned, Hedberg seconded and the motion passed unanimously to approve the **End of Probationary Appointment** and transition into **Permanent Status** of **Megan Schwab**, Family Based Services Provider.
- Branstad motioned, Svalland seconded and the motion passed unanimously to approve the **End of Probationary Appointment** and transition into **Permanent Status** of **Jessica Tressler**, County Agency Social Worker.

**COMMITTEE and MEETING REPORTS**

**Board:**

- SCHSAC: N/A
- VFC Board: N/A

- **IMM-Track:** N/A
- **Brown County Evaluation:** N/A
- **Enterprise North:** N/A
- **MRCI:** N/A
- **Watonwan Cares:** N/A
- **CHS Advisory Board:** N/A
- **Other:** N/A

13. **STAFF TRAINING/DEVELOPMENT**

- **Board:** N/A
- **Director:** N/A
- **Staff:** Gustafson moved, the motion was seconded by Miller, and the motion carried unanimously to approve up to 14 agency staff, as well as the board chair, to attend the 2020 Minnesota Social Service Association (**MSSA**) **Conference**, March 11-13.

14. **MONTHLY FINANCIAL/CLAIMS**

- Miller moved, the motion was seconded by Rinne, and the motion carried unanimously to close the meeting at 9:58 A.M. pursuant to MS § 13D.05, subd 2(3) to review **December/January** assistance, relief and claims including welfare data.
- Gustafson moved, Branstad seconded and the motion passed unanimously to open the meeting at 10:00 A.M.
- Svalland moved, Hedberg seconded and the motion carried unanimously to approve the regular **monthly claims** as presented.

15. **CONTRACTS/AGREEMENTS/POLICY:**

- Gustafson moved, Miller seconded and the motion carried unanimously to approve the Purchase of Service Contract with **Brown County Health and Human Services** for Rule 25 Services while our Chemical Dependency County Agency Social Worker is out on maternity leave.
- Miller moved, Hedberg seconded and the motion carried unanimously to approve the **2020-2021 IV-D Child Support Cooperative Arrangement** with the Minnesota Department of Human Services and the Watonwan County Offices of Human Services, County Attorney's Office and County Sheriff.

16. **OTHER:** Branstad informed the group of the **Refugee Resettlement Resolution** that was passed by the county board.

17. **ADJOURNED** at 10:05 A.M. on a motion from Branstad, seconded by Svalland and the motion carried unanimously.

Respectfully submitted,

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Erin Marks, Support Services Supervisor

Dated: 2/19/2020

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Jim Branstad, County Commissioner - Chair

Dated: 2/19/2020