

**MINUTES**  
**WATONWAN COUNTY HUMAN SERVICES**  
*February 19, 2020*

1. **CALL TO ORDER at 9:02 A.M.**

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

**ROLL CALL** – Chair, Jim Branstad; 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:** Vice Chair, Kathleen Svalland.

**PLEDGE OF ALLEGIANCE**

2. **REVIEW OF MINUTES of the January 15, 2020, Human Services Board Meeting** – Hedberg moved, Rinne 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, Rinne seconded and the motion carried unanimously to approve the agenda as amended.

5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **March 18, 2020 at 9:00 A.M.**

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

6. **NEW STAFF INTRODUCTION** – Julia Whitcomb

- **Monica Cuellar**, Registered Nurse – Family Planning Coordinator, was present at today’s meeting and introduced to the board.

7. **DISCUSSION WITH COUNTY ATTORNEY**

- Miller moved, Hedberg seconded and the motion passed unanimously, to enter closed session at 9:05 a.m. pursuant to MS § 13D.05, subd 2(3) for attorney client privilege with County Attorney, Stephen Lindee, **regarding payment for mental health services.**
- Gustafson moved, Branstad seconded and the motion passed unanimously to open the meeting at 9:24 a.m.

8. **SPECIAL ACTION REQUEST** - Amy Pluym

- Miller motioned, Rinne seconded, and the motion carried unanimously to approve the ongoing requested **\$3,660.60** annual cost to maintain **Day Training and Habilitation (DT&H) services** for case #7324029. This is an annual renewal and year-end report of this particular special board request and will not need to be presented to the board in future years beings this was approved as on ongoing request.

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

- Reviewed the monthly PowerPoint presentation for Public Health programs.

- Program updates:
  - Whitcomb shared data stats regarding services provided from public health in 2019 that is shared with legislators, as she will not be able to attend the Local Public Health Day at the Capitol.
    - Through the Minnesota Vaccine for Children Program (MNVFC) and the **UUAV program**, Watonwan County **served 489 community members** and have given **981 immunizations**.
    - Watonwan County has been a partner with **Cradle of Hope** in distributing safe sleep education and resources to new and expecting mothers since 2017. Through this partnership in 2019, Watonwan County was able to distribute **18 pack-n-plays** and safe sleep education to mothers in need of a safe place for their infant to sleep.
    - Through the Minnesota Department of Health **Family Planning Special Projects Grant**, Watonwan County was able to provide reproductive health counseling and services to **136 individuals**. This service was done in partnership with local clinics.
    - In 2019, Watonwan County Public Health has **distributed car seats and education** regarding proper installation and use to **76 community members** who qualify through their eligible insurance provider.

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

- Reviewed the monthly PowerPoint presentation for Income Maintenance and Child Support programs.
- Program updates: N/A

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

- Reviewed the monthly PowerPoint presentation for Social Services programs.

Children Sub-Unit Program Updates – (Stordalen)

- Prairie Care, out of Mankato, has been a great resource for our families; however, they have recently opted to only accept private pay insurance (not Medical Assistance). Because of this, our out of home placement costs will more than likely be rising.

Adult Sub-Unit Program Updates – (Pluym)

- N/A

12. **LICENSING REPORT** – Joan Stordalen

- Will be reviewed quarterly.

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

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

14. **PERSONNEL**

- Gustafson motioned, Rinne seconded and the motion passed unanimously to approve the **Termination of Temporary Appointment** of **Maria Ayers**, Public Health Nurse.
- Rinne motioned, Branstad seconded and the motion passed unanimously to approve the **Pay for Performance** of **Rachel Friesen**, County Agency Social Worker.

- Miller motioned, Gustafson seconded and the motion passed unanimously to approve the **Pay for Performance** of **Joan Stordalen**, Social Services Supervisor.
- Hedberg motioned, Branstad seconded and the motion passed unanimously to approve the **Pay for Performance** of **Amanda Sturlis**, Financial Worker.
- Branstad motioned, Gustafson seconded and the motion passed unanimously to approve the **Pay for Performance** of **Kimm Symens**, County Agency Social Worker.

## COMMITTEE and MEETING REPORTS

### Board:

- **SCHSAC:** No specific updates from SCHSAC, however, coronavirus has the national at a heightened level. Currently, there are no cases present in Minnesota. There are weekly calls with the health care coalition and the state.
- **VFC Board:** N/A
- **IMM-Track:** The IMM-Track coordinator has resigned. Blue Earth County is working on posting the position, possibly restructuring it to be combined with other positions.
- **Brown County Evaluation:** Rinne reports the padded rooms at the facility are now complete. Sentence to Serve individuals are working on completing interior paint.
- **Enterprise North:** N/A
- **MRCI:** Miller stated MRCI is downsizing employment services. The focus is getting clients into public employment.
- **CHS Advisory Board:** Whitcomb reported this committee just met and it went well. The priorities now include Children's Mental Health, which was an addition to tobacco/nicotine, and reproductive health that were already on the list. The next meeting is March 12<sup>th</sup>.
- **Other:** N/A

### 15. STAFF TRAINING/DEVELOPMENT

- **Board:** N/A
- **Director:** N/A
- **Staff:** N/A

### 16. MONTHLY FINANCIAL/CLAIMS

- Gustafson moved, the motion was seconded by Miller, and the motion carried unanimously to close the meeting at 9:54 A.M. pursuant to MS § 13D.05, subd 2(3) to review **January/February** assistance, relief and claims including welfare data.
- Miller moved, Rinne seconded and the motion passed unanimously to open the meeting at 9:58 A.M.
- Gustafson moved, Miller seconded and the motion carried unanimously to approve the regular **monthly claims** and the **credit card payments** as presented.

### 17. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Hedberg seconded and the motion carried unanimously to accept the **Termination of Family Planning Services Agreement with Mayo Clinic Health System, Springfield.**
- Gustafson moved, Rinne seconded and the motion carried unanimously to approve the **Family Planning Services Agreement with Madelia Community Hospital and Clinic.**
- Miller moved, Gustafson seconded and the motion carried unanimously to approve the **Family Planning Services Agreement with Sleepy Eye Medical Center.**

18. **OTHER:**

- Branstad moved, Miller seconded and the motion carried unanimously to accept the awarded **\$1,340 Odell Wind Farm Grant**. Donated funds will be used to purchase new winter apparel for this year's **winter apparel distribution event**, which usually takes place in November. This event is hosted by the agency's Outreach Committee.
- Gustafson moved, the motion was seconded by Rinne and the motion carried unanimously to **approve the disposal of county property**. Items include: 2 book shelves, 1 chalk board easel, 1 2-drawer file cabinet, 2 TV/VCR combo, 1 Bunn Coffee Maker, 2 roller carts, 2 4-drawer file cabinets, 1 8-ft table, 3 office chairs, and a Hewlett Packard LaserJet P4015x printer. These items will either be sold at a county auction and/or redistributed through county offices.
- Board members were invited to the **Soup Luncheon**, hosted by the agency's Outreach Committee. This event is scheduled for Thursday, **February 27, 2020**, at the Human Services Building.
- Branstad and Miller will be attending Legislative Day on February 26<sup>th</sup> and 27<sup>th</sup>.

19. **ADJOURNED** at 10:08 A.M. on a motion from Hedberg, seconded by Rinne and the motion carried unanimously.

Respectfully submitted,

\_\_\_\_\_  
Erin Marks, Support Services Supervisor

Dated: \_\_\_\_\_ 3/18/2020 \_\_\_\_\_

\_\_\_\_\_  
Jim Branstad, County Commissioner - Chair

Dated: \_\_\_\_\_ 3/18/2020 \_\_\_\_\_