

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
April 20, 2022

1. CALL TO ORDER.

The Watonwan County Human Services Board of Commissioners met in regular session on April 20, 2022 at **9:00 A.M.**, at the Community Room of the Watonwan County Human Services Building, City of St. James. The meeting was called to order by Chair, Bill Miller.

PLEDGE OF ALLEGIANCE

ROLL CALL – The following committee members were present at today’s meeting, Chair, Bill Miller, Commissioners, Jim Pettersen, Jim Branstad, Dillon Melheim, and Bob Rinne; Citizen’s Representatives, Ted Hedberg and Dr. Nicolas Castillo; Director, Naomi Ochsendorf and Support Services Supervisor, Erin Marks.

- 2. REVIEW OF MINUTES** of the **March 16, 2022** Human Services Board Meeting. Melheim motioned, Rinne seconded and the motion passed unanimously to approve the minutes as presented.

- 3. CORRECTIONS/REVISIONS/ADDITIONS** to agenda – so noted

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

- 5. NEXT REGULAR BOARD MEETING** will be Wednesday, **May 18, 2022** at **9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)

6. CHILD SUPPORT PRESENTATION

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7. DIRECTOR DISCUSSION / UPDATES - Naomi Ochsendorf

- A monthly financial update was given, along with review of the budget as a whole.
- ACES Video

8. PERSONNEL

- Rinne motioned, Branstad seconded and the motion passed unanimously to approve the **Pay for Performance** of:
 - **Sandra Heibult**, Financial Worker
 - **Kimberly Hensch**, Financial Worker
 - **Michele Johnson**, Health Services Program Aide
 - **Laura Koch**, County Agency Social Worker
 - **Maria Thorson**, County Agency Social Worker

- Miller motioned, Melheim seconded and the motion passed unanimously to approve the **End of Probationary Appointment** and transition to **Permanent Status** of **Barbara Salmela-Lind**, Community Health Services Manager.
- Hedberg motion, Rinne seconded and the motion passed unanimously to approve the **Probationary Appointment** of **Jeremy Domeier**, Licensed Practical Nurse for Immunization and Infectious Disease.
- Hedberg motion, Rinne seconded and the motion passed unanimously to approve the **Probationary Appointment** of **Shania Hansen**, Licensed Practical Nurse for Family Planning.
- Hedberg motion, Rinne seconded and the motion passed unanimously to approve the **Probationary Appointment** of **Sarah Solheid**, Office Support Specialist.

9. COMMITTEE and MEETING REPORTS

Board:

- **SCHSAC** (State Community Health Services Advisory Committee) – *Melheim*
 - Discussions included the workforce shortages and how to get people into positions, as well as COVID-19 updates and how to move forward.
- **VFC** (Visions for Families and Communities) Collaborative – *Hedberg and Branstad* (N/A)
- **Immtrack** (Regional Immunization Registry) Joint Powers Board – *Pettersen* (N/A)
- **Brown County Evaluation Center** – *Rinne*
 - The building remodel continues. There is talk of possibly expanding into the section of the building that Enterprise North currently rents.
- **Enterprise North Inc.** – *Pettersen* (N/A)
- **MRCI** (Managed Resources Connections Inc.) Board of Directors – *Miller*
 - The Map Drive facility was sold to the Mankato school district for child care.
- **CHS** (Community Health Services) Advisory Board – *Hedberg* (N/A)

10. STAFF TRAINING / DEVELOPMENT

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

11. MONTHLY FINANCIAL CLAIMS

- Branstad moved, Rinne seconded and the motion carried unanimously to approve the regular **monthly claims** and the **monthly credit card payments**, as presented
 - Auditor Warrants, in the amount of **\$48,459.63**, paid on **2-18-2022**
 - Auditor Warrants, in the amount of **\$180.00**, paid on **2-24-2022**
 - Auditor Warrants, in the amount of **\$20,314.70**, paid on **3-4-2022**
 - Auditor Warrants, in the amount of **\$60.00** paid on **3-14-2022**
 - Commissioner Warrants, in the amount of **\$42,783.37**, paid on **3-22-2022**
 - SSIS Warrants, in the amount of **\$98,883.22**, paid on **3-17-2022**
 - Monthly Credit Card payments, in the amount of **\$1,580.39**

12. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Melheim seconded and the motion carried unanimously to approve the **Mental Health Order and Mental Health Civil Commitment Beds and Services** with **Avera McKennan**

- Branstad moved, Melheim seconded and the motion carried unanimously to amend **Policy No. 43 – Telehealth Policy**, updating that the only staff that are approved to participate in telehealth services and be reimbursed for the service is SUD (Substance Use Disorder) services.

13. **OTHER:**

- Melheim moved, Miller seconded and the motion carried unanimously to approve the selling of a **surplus upright freezer** on Minnbid.
- After discussion, Melheim amended his motion, restating his motion would be to first offer the upright freezer to the Watonwan County Food Shelf in St. James at a price of half the value of the freezer. If the Food Shelf would decline, then Melheim moves it be listed on Minnbid. Miller seconded and the motion passed unanimously.

14. **ADJOURNED**

- Having no additional business, Melheim motioned, Branstad seconded and the motion carried unanimously to adjourn the meeting at 10:14 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 4/20/2022

Bill Miller, County Commissioner – Chair

Dated: 4/20/2022