

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
March 17, 2021

1. CALL TO ORDER.

The Watonwan County Human Services Board of Commissioners met in regular session on February 17, 2021 at **9:00 A.M.**, at the Commissioners Room of the Watonwan County Courthouse Building, City of St. James. The meeting was called to order by Chair, Bob Rinne.

PLEDGE OF ALLEGIANCE

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

2. REVIEW OF MINUTES of the **February 17, 2021**, Human Services Board Meeting. Miller motioned, Hedberg seconded and the motion carried unanimously to approve the minutes as presented.

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

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

5. NEXT REGULAR BOARD MEETING will be Wednesday, **April 21, 2021** at **9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)

6. ADULT SOCIAL SERVICES UPDATES – Amy Pluym

- Pluym explained the program areas within the Adult Social Services unit that she supervises, pinpointing highlights and struggles of each program.

7. DIRECTOR DISCUSSION / UPDATES - Naomi Ochsendorf

- Monthly program data and financial information was shared and discussed.
- Shout out to the Public Health department and the rest of the agency staff that are assisting with the **COVID-19 Vaccination Clinics**.
- As a result of COVID-19, our agencies doors have been closed to the public since March 2020. Ochsendorf would like to propose a target date of **May 1 to reopen to the public**, with some restrictions in place. Ochsendorf is asking for the boards support to reopen. The boards’ response was to leave it to Ochsendorf’s discretion.
- Miller and Ochsendorf brought up the need for public transportation in our area and specifically for our Medical Assistance clients. The county will be looking to different options with a possibility of a **volunteer driver program**.

8. PERSONNEL

- Petersen motioned, Melheim seconded and the motion passed unanimously to approve the following personnel actions:
 - **Pay for Performance:**
 - **Jodi Halvorson**, Financial Assistance Supervisor I
 - **Lori Sandmeyer**, Financial Worker
 - **Nidia Zelaya**, Community Services Aide
 - **End of Probation and Appointment to Permanent Status**
 - **Karen Oviedo Ortega**, Public Health Nurse.
 - **Resignation**, in good standing
 - **Megan Schwab**, Family Based Services Provider.

9. COMMITTEE and MEETING REPORTS

Board:

- **SCHSAC:** N/A
- **VFC Board:** Ochsendorf shared that the annual retreat was held via zoom. During this time, recipients of grant dollars are able to report back to the board on how the funds were used. New allocations to the human services programs (SELF/FRIENDS/Girls Group/Wraparound Funds), and Sioux Trails were allocated funds for this year.
- **IMM-Track:** N/A
- **Brown County Evaluation:** Rinne reports that a restructure/remodel will be taking place in the patient lounge area of the building.
- **Enterprise North:** Petterson stated that MRCI just about broke even, financial, for the first time in a year. An electrician will be coming to the building to assess the high electricity bills and what a solution may be.
- **MRCI:** Miller reports there is a new employment model of four (4) people per group.
- **CHS Advisory Board:** N/A

10. STAFF TRAINING / DEVELOPMENT

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

11. MONTHLY FINANCIAL/CLAIMS

- Miller moved, the motion was seconded by Rinne, and the motion carried unanimously to close the meeting at 9:54 A.M. pursuant to MS § 13D.05, subd 2(3) to review **February/March** assistance, relief and claims, including welfare data.
- Melheim moved, Petterson seconded and the motion passed unanimously to open the meeting at 9:57 A.M.
- Miller moved, Petterson seconded and the motion carried unanimously to approve the regular **monthly claims** as presented.

12. CONTRACTS/AGREEMENTS/POLICY

- Informational only – no board signature required. A **School of Nursing Practicum Site Agreement** was executed with **Rasmussen College, LLC**.
- Rinne moved, Miller seconded and the motion carried unanimously to adopt the **2021 Federal Poverty Guidelines and Social Services Fee Schedule** (relating to MN Department of Human Services Bulletin #21-68-06).

13. **OTHER:**

- After the May 19, 2021, board meeting the commissioners will get a tour of the Human Services building.

14. **ADJOURNED**

- Having no additional business, the board chair, Rinne, declared adjournment at 9:59 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 4/21/2021

Bob Rinne, County Commissioner – Chair

Dated: 4/21/2021