

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
May 19, 2021

1. CALL TO ORDER.

The Watonwan County Human Services Board of Commissioners met in regular session on May 19, 2021 at **8:58 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, Bob Rinne.

PLEDGE OF ALLEGIANCE

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

2. **REVIEW OF MINUTES** of the **April 21, 2021**, Human Services Board Meeting. Branstad motioned, Miller seconded and the motion passed unanimously to approve the minutes as presented.
3. **CORRECTIONS/REVISIONS/ADDITIONS** to agenda – none.
4. **APPROVAL** of the agenda – Branstad motioned, Melheim seconded and the motion carried unanimously to approve the agenda as presented.
5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **June 16, 2021** at **9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)
6. **INCOME MAINTENANCE & CHILD SUPPORT PROGRAM UPDATES** – Jodi Halvorson
 - Halvorson explained the program areas within the Income Maintenance and Child Support units that she supervises, pinpointing highlights and struggles of each program.
7. **DIRECTOR DISCUSSION / UPDATES** - Naomi Ochsendorf
 - Financial update was given.
8. **PERSONNEL**
 - Hedberg motioned, Melheim seconded and the motion passed unanimously to approve the following **Pay for Performance**:
 - **Teresa Coling**, Public Health Nurse
 - **Stacy Green**, County Agency Social Worker
 - **Heather O’Malley**, County Agency Social Worker
 - **LeAnn Petterson**, Financial Worker
 - Miller motioned, Branstad seconded and the motion passed unanimously to approve the **Probationary Appointment** of **Emily Gehring**, Family Based Service Provider.
 - Melheim motioned, Pettersen seconded and the motion passed unanimously to approve the following **Probationary Appointments**:
 - **Kristina Guth**, County Agency Social Worker
 - **Barbara Salmela-Lind**, Public Health Nurse

9. COMMITTEE and MEETING REPORTS

Board:

- **SCHSAC** (State Community Health Services Advisory Committee) - *Melheim*: N/A
- **VFC** (Visions for Families and Communities Collaborative) – *Branstad*: N/A
- **IMMTRACK** (Immunization Registry Joint Powers Board) – *Pettersen*:
 - Statistics shared on Immunizations
- **Brown County Evaluation Center** – *Rinne*:
 - Financially stable and at full capacity right now. They have had to turn away commitments because they do not have the open beds.
 - Continue to review the building remodel.
 - Former employees are filing lawsuits based on age discrimination.
- **Enterprise North, Inc.** - *Pettersen*:
 - Financially doing well and just about breaking even.
 - The energy audit is completed. It would be a \$7,000 investment to update that would be recouped in a 2 years' time.
- **MRCI** (Managed Resources Connections Inc.) – *Miller*: N/A
- **CHS** (Community Health Services Advisory Board) - *Hedberg*:
 - Working on the 5-year plan of providing necessary services for the county. The focus will more than likely be on mental health and community resilience.

10. STAFF TRAINING / DEVELOPMENT

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

11. MONTHLY FINANCIAL CLAIMS

- Miller moved, Pettersen 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 **\$20,961.06**, paid on **4/30/2021**
 - Auditor Warrants, in the amount of **\$58,787.50**, paid on **4/7/2021**
 - Auditor Warrants, in the amount of **\$19,210.25**, paid on **5/14/2021**
 - SSIS Warrants, in the amount of **\$133,603.86**, paid on **5/20/2021**
 - Commissioner Warrants, in the amount of **\$32,026.50**, paid on **5/25/2021**
 - Monthly Credit Card payment, in the amount of **\$4,499.22**

12. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Pettersen seconded and the motion carried unanimously to approved the following contract, agreements and policies:
 - Policy No. 44 – **Drug Testing Policy** (*NEW*)
 - Policy No. 45 – **Respite Care** (*NEW*)
 - Amended Agreement for Evidence Based Home Visiting (**EBHV**) – Human Services of Faribault & Martin Counties (no signature needed)
 - **Fraud Prevention Investigation Agreement** – Watonwan County Sheriff

13. OTHER: N/A

14. ADJOURNED

- Having no additional business, the board chair, Rinne, declared adjournment at 9:37 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 6/16/2021

Bob Rinne, County Commissioner – Chair

Dated: 6/16/2021