

**MEETING MINUTES**  
**WATONWAN COUNTY HUMAN SERVICES**  
June 16, 2021

**1. CALL TO ORDER.**

The Watonwan County Human Services Board of Commissioners met in regular session on June 16, 2021 at **8:57 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, and Bill Miller; Citizen’s Representative, Ted Hedberg; Director, Naomi Ochsendorf and Support Services Supervisor, Erin Marks. Absent: Commissioner, Jim Pettersen.

- 2. REVIEW OF MINUTES** of the **May 19, 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 – so noted.

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

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

**6. PUBLIC HEALTH PROGRAM UPDATES** – Julia Whitcomb

- Whitcomb gave a COVID-19 update and stated currently 47% of the entire county has received 1 dose of the vaccine. She highlighted some of the federal and state funding that has been available for COVID vaccine response. A majority of this funding goes towards staff time. Whitcomb explained that currently she is demobilizing staff and their COVID duties are slowing ramping down and staff are returning to most of their normal program areas duties.

**7. DIRECTOR DISCUSSION / UPDATES** - Naomi Ochsendorf

- Financial update was given.
- As the Minnesota’s Public Health Emergency will likely end sometime this summer and many of the waivers coming to an end or potentially being modified depending on legislative approval, Ochsendorf proposed to the board adjusting the dial more toward “normal” operations. Branstad motioned, Melheim seconded and the motion passed unanimously to approve the **COVID-19 Telework Agreements**, for staff, to **end as of August 2, 2021**. Any staff that wish to continue to work a hybrid telework schedule need to apply with a new telework application by July 16, 2021.

**8. PERSONNEL**

- Miller motioned, Hedberg seconded and the motion passed unanimously to approve the following **Pay for Performance**:
  - **Julia Hoffman**, County Agency Social Worker
  - **Randee Nelson**, Financial Worker
  - **Melissa Raddatz**, Child Support Officer

- **Julia Whitcomb**, Community Health Services Manager
- Branstad motioned, Rinne seconded and the motion passed unanimously to approve the **Probationary Review and Appointment to Permanent Status of Paige Bearson**, County Agency Social Worker.

## 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*: N/A
- **Brown County Evaluation Center** – *Rinne*: N/A
- **Enterprise North, Inc.** - *Pettersen*: N/A
- **MRCI** (Managed Resources Connections Inc.) – *Miller* stated financially, MRCI is breaking even. The new work model is growing slowly because they are having a hard time hiring coordinators. The model that Mankato built is now being adapted Nationwide.
- **CHS** (Community Health Services Advisory Board) - *Hedberg*: N/A

## 10. STAFF TRAINING / DEVELOPMENT

- **Board**: N/A
- **Director**: N/A
- **Staff**: Branstad motioned, Miller seconded and the motion carried unanimously to approve the supervisors to attend the 2021 **Minnesota Supervisor’s Conference** in September.

## 11. MONTHLY FINANCIAL CLAIMS

- Branstad moved, Hedberg 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 **\$9,201.78**, paid on **5/28/2021**
  - Auditor Warrants, in the amount of **\$14,019.15**, paid on **6/10/2021**
  - Commissioner Warrants, in the amount of **\$16,614.14**, paid on **6,22,2021**
  - SSIS Warrants, in the amount of **\$114,983.80**, paid on **5/20/2021**
  - Monthly Credit Card payment, in the amount of **\$5,948.54**

## 12. CONTRACTS/AGREEMENTS/POLICY:

- Branstad moved, Rinne seconded and the motion carried unanimously to approved the **Guardianship and Conservatorship Services** agreement with **Ethical Solutions LLC**
- Branstad moved, Branstad seconded and the motion carried unanimously to approved the following contract:
  - Semi-Independent Living Services (SILS) – **Community Options & Resources**
  - Semi-Independent Living Services (SILS) – **REM Heartland Inc.**
- Branstad moved, Pettersen seconded and the motion carried unanimously to approved the following contract:
  - SFY 2022 **Housing Support Agreement** – **Community Options & Resources**
  - SFY 2022 **Housing Support Agreement** – **Good Samaritan Society – BrandtRidge**
  - SFY 2022 **Housing Support Agreement** – **REM Heartland, Inc.**

## 13. OTHER: N/A

## 14. ADJOURNED

- Having no additional business, the board chair, Rinne, declared adjournment at 9:44 A.M.

Respectfully submitted,

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

Dated: 7/21/2021

\_\_\_\_\_  
Bob Rinne, County Commissioner – Chair

Dated: 7/21/2021