

TELECONFERENCE MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
July 15, 2020

1. CALL TO ORDER.

The Watonwan County Human Services Board of Commissioners met in regular session on July 15, 2020 at **9:00 A.M.** Due to the COVID-19 pandemic, the meeting was held via zoom. The meeting was called to order by Chair, Jim Branstad.

PLEDGE OF ALLEGIANCE

ROLL CALL – The following committee members and guests were present at the meeting, Chair, Jim Branstad; Vice Chair, Kathleen Svalland Commissioners, Raymond Gustafson, and Bill Miller; Citizen’s Representative, Ted Hedberg; Director, Naomi Ochsendorf and Adult Social Services Supervisor, Amy Pluym. Absent: Commissioner, Bob Rinne.

- 2. REVIEW OF MINUTES of the June 17, 2020, Human Services Board Meeting** – Hedberg moved, Svalland seconded and the motion passed unanimously to approve the minutes as presented.

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

- 4. APPROVAL of agenda** – Gustafson motioned, Branstad seconded and the motion carried unanimously to approve the agenda as presented.

- 5. NEXT REGULAR BOARD MEETING** will be Wednesday, **August 19, 2020 at 9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)

6. DIRECTOR DISCUSSION / UPDATES – Naomi Ochsendorf

- Shout out to staff for their work in providing essential services as needed to individuals who tested positive. Staff assisted with **Covid-19 Mass testing** on July 1st in Madelia and July 8th in St. James.
- Ochsendorf and Community Health Services Manager, Julia Whitcomb, will be working on a committee for future planning for a **mass event** in the Region.
- Ochsendorf is working on updates to the **telework policy**.
- Gustafson moved, Svalland seconded and the motion passed unanimously to close the meeting at 9:11 A.M., pursuant to MS § 13D.05, subd. 3(a) to **evaluate the performance of an employee** who is subject to county authority. Hedberg moved, Gustafson seconded and the motion passed unanimously to reopen the meeting at 9:17 A.M.
- It was noted at this time that Commissioner Miller was unable to unmute his line and future votes would be roll called.

7. PERSONNEL

- Svalland motioned, Hedberg seconded and the motion passed with Miller abstaining, to approve the **Pay for Performance** of **Erin Marks**, Support Services Supervisor.
- Branstad motioned, Gustafson seconded and the motion passed with Miller abstaining to approve the **Pay for Performance** of **Megan Schwab**, Family Based Services Provider.

- Svalland motioned, Hedberg seconded and the motion passed, through roll call voting, with Miller abstaining, to approve the **Pay for Performance** of **Amanda Steinle**, Office Support Specialist.
- Gustafson motioned, Branstad seconded and the motion passed, through roll call voting, with Miller abstaining, to approve the **Pay for Performance** of **Jessica Tressler**, County Agency Social Worker.
- Hedberg motioned, Svalland seconded and the motion passed, through roll call voting, with Miller abstaining, to approve the **Retirement** of **Sue Uhde**, County Agency Social Worker.
- Branstad motioned, Gustafson seconded and the motion passed, through roll call voting, with Miller abstaining, to **grant permission to post** for the **vacant County Agency Social Worker** position.
- Branstad motioned, Svalland seconded and the motion passed, through roll call voting, with Miller abstaining, to **grant permission to post** for a **potentially vacant Public Health Nurse position**.

8. COMMITTEE and MEETING REPORTS

Board:

- **SCHSAC:** N/A
- **VFC Board:** Hedberg reported they met virtually and will meet every 2 months for updates and funding requests.
- **IMM-Track:** N/A
- **Brown County Evaluation:** N/A
- **Enterprise North:** N/A
- **MRCI:** N/A
- **CHS Advisory Board:** N/A

9. MONTHLY FINANCIAL/CLAIMS

- The financial claim reports were e-mailed to Board Members prior to the teleconference.
- Gustafson moved, Svalland seconded and the motion carried, through roll call voting, with Miller abstaining, to approve the regular **monthly claims** and the monthly county **credit card payments** as presented.

10. CONTRACTS/AGREEMENTS/POLICY

- Svalland moved, Branstad seconded and the motion carried, through roll call voting, with Miller abstaining, to approve the **2021 Notice of Funds Available** with **Minnesota Valley Action Council**.

11. OTHER:

- Ochsendorf provided a financial update stating that we are currently at 51% of the revenues and 46% of the expenditures. She reports Targeted Case Management revenues are up, and Out-of-home placements and county burial costs are down.

12. ADJOURNED

- Motion from Svalland seconded by Gustafson and the motion carried, through roll call voting, with Miller abstaining, to adjourn the meeting at 9:36 A.M.

Respectfully submitted,

Amy Pluym, Social Services Supervisor

Dated: 8/19/2020

Jim Branstad, County Commissioner - Chair

Dated: 8/19/2020