

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
August 17, 2022

1. **CALL TO ORDER.**

The Watonwan County Human Services Board of Commissioners met in regular session on August 17, 2022 at **9:01 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 Dr. Nicolas Castillo and Ted Hedberg, Naomi Ochsendorf and Support Services Supervisor, Erin Marks.

2. **REVIEW OF MINUTES** of the **July 20, 2022**, regular Human Services Board meeting.

Branstad motioned, Pettersen seconded and the motion passed unanimously to approve the minutes as presented.

3. **CORRECTIONS/REVISIONS/ADDITIONS** to agenda – no additions

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

5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **September 21, 2022 at 9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)

6. **INCOME MAINTENANCE PRESENTATION** – Jodi Halvorson

- Income Maintenance Supervisor, Jodi Halvorson, along with Eligibility Workers; Randee Nelson and Kimberly Hensch were present at today’s meeting to give an overview of financial assistance program eligibility.

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

- The monthly program data and a financial outlook, year-to-date, was shared and reviewed.

8. **PERSONNEL**

- Miller motioned, Hedberg seconded and the motion passed unanimously to approve the **Pay for Performance** of:
 - **Amy Pluym**, Social Services Supervisor
 - **Kim Giese**, Fiscal Officer
 - **Katy Goldschmidt**, County Agency Social Worker
 - **Sharon Werth**, Community Support Technician
- Branstad motioned, Pettersen seconded and the motion passed unanimously to approve the **End of Probation** and transition to **Permanent Status** of Macee Krumwiede, County Agency Social Worker.
- Rinne motioned, Melheim seconded and the motion passed unanimously to approve the **Resignation**, in good standing, of **Tina Guth**, County Agency Social Worker.

9. COMMITTEE and MEETING REPORTS

- **SCHSAC** (State Community Health Services Advisory Committee) – *Melheim N/A*
- **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*
 - Rinne reported that the building committee met and accepting bids for construction will open on August 29, 2022, with a completion date set for April 15, 2023.
- **Enterprise North Inc.** – *Pettersen N/A*
- **MRCI** (Managed Resources Connections Inc.) Board of Directors – *Miller N/A*
- **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

- Miller moved, Castillo 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 **\$7,015.87**, paid on **7-22-2022**
 - Auditor Warrants, in the amount of **\$100.00**, paid on **8-5-2022**
 - Auditor Warrants, in the amount of **\$20,178.33**, paid on **8-5-2022**
 - Auditor Warrants, in the amount of **\$4,434.06**, paid on **8-16-2022**
 - SSIS Warrants, in the amount of **\$143,443.42**, paid on **8-18-2022**
 - Commissioner Warrants, in the amount of **\$44,288.30**, paid on **8-23-2022**
 - Monthly Credit Card payments, in the amount of **\$7,161.30**

12. CONTRACTS/AGREEMENTS/POLICY:

- Pettersen moved, Miller seconded and the motion carried unanimously to approve the agreement with **AT&T** to purchase the **IBM MaaS360** platform to secure the agencies mobile devices (laptops and cellphones). Human Services will split this cost with the counties Information Technology department. Total cost for 2023 will be \$2,664. Each department will be responsible for half.

13. OTHER:

14. ADJOURNED

- Having no additional business, Melheim motioned, Petersen seconded and the motion carried unanimously to adjourn the meeting at 9:45 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 9/21/2022

Bill Miller, County Commissioner – Chair

Dated: 9/21/2022