

MEETING MINUTES
WATONWAN COUNTY HUMAN SERVICES
September 22, 2021

1. CALL TO ORDER.

The Watonwan County Human Services Board of Commissioners met in regular session on September 22, 2021 at **9:00A.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, Dillon Melheim Jim Pettersen, Jim Branstad, and Bill Miller; Citizen’s Representative, Ted Hedberg; Director, Naomi Ochsendorf and Support Services Supervisor, Erin Marks.

2. **REVIEW OF MINUTES** of the **August 18, 2021**, Human Services Board Meeting. Petersen 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 amended agenda – Branstad motioned, Hedberg seconded and the motion carried unanimously to approve the amended agenda.
5. **NEXT REGULAR BOARD MEETING** will be Wednesday, **October 20, 2021** at **9:00 A.M.**
(Location: Watonwan County Human Services, Community Room, 715 2nd Ave. S., St. James.)
6. **SPECIAL BOARD REPORT** – Jodi Halvorson

7. **DIRECTOR DISCUSSION / UPDATES** - Naomi Ochsendorf
 - A monthly financial update was given, along with a review of the budget as a whole.

8. PERSONNEL

- Branstad motioned, Pettersen seconded and the motion passed unanimously to approve the **Pay for Performance** of :
 - **Karen Oviedo Ortega**, Public Health Nurse
 - **Sandra Cuellar**, Office Support Specialist
- Branstad motioned, Pettersen seconded and the motion passed unanimously to grant permission to post for a **Temporary Unclassified Community Health 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*:
 - Met on 8/4/2021, fulfilled a grant request and information was given that the Three Counties for Kids would more than likely be disbanding in 2022.
- **IMMTRACK** (Immunization Registry Joint Powers Board) – *Pettersen*:
 - Met 7/26/2021, reviewed statistics, and shared that due to COVID funding, they are money ahead and are going to **waive the counties fee** for Quarter 3 of **\$918.50**.
- **Brown County Evaluation Center** – *Rinne*:
 - Doing well financially, remodeling meeting continues to plan on a building remodel, at the annual meeting, there was a significantly large pay increase approved for employees.
- **Enterprise North, Inc.** - *Pettersen*:
 - Met on 8/2/2021, also doing well financially, the facility bought a new used accessibility van, approved a lighting upgrade and rent increase.
- **MRCI** (Managed Resources Connections Inc.) – *Miller*:
 - Met on 8/2/2021, sold building assets which put them into good financial standings, discussion on the new work model that MRCI has implemented.
- **CHS** (Community Health Services Advisory Board) - *Hedberg*:
 - Met on 8/17/2021, had substantial conversation regarding COVID-19 and the health and physical education programs that are being implemented into schools.

10. STAFF TRAINING / DEVELOPMENT

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

11. MONTHLY FINANCIAL CLAIMS

- Miller moved, Branstad 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 **\$5,367.19**, paid on **7/23/2021**
 - Auditor Warrants, in the amount of **\$59,525.00**, paid on **7/23/2021**
 - Auditor Warrants, in the amount of **\$94.82**, paid on **7/26/2021**
 - Auditor Warrants, in the amount of **\$18,726.75**, paid on **8/6/2021**
 - Commissioner Warrants, in the amount of **\$64,165.52**, paid on **8/24/2021**

- SSIS Warrants, in the amount of **\$144,324.33**, paid on **7/19/2021**
- Monthly Credit Card payment, in the amount of **\$1,862.67**

12. **CONTRACTS/AGREEMENTS/POLICY:**

- No motion necessary, just an informational piece that Public Health has gone into agreement with **Quest Diagnostics** for **Clinical Laboratory Testing Services**.

13. **OTHER:** N/A

14. **ADJOURNED**

- Having no additional business, Branstad motioned, Petersen seconded and the motion carried unanimously to declare adjournment at 10:18 A.M.

Respectfully submitted,

Erin Marks, Support Services Supervisor

Dated: 9/22/2021

Bob Rinne, County Commissioner – Chair

Dated: 9/22/2021