

Supporting Hands Nurse Family Partnership Joint Powers Board November 4th, 2019 Meeting Minutes

Joint Powers Board Members present:

Brent Olson, Big Stone County
David Lieser, Chippewa County
Heather Larson, Douglas County
Steve Ahmann, Kandiyohi County
Todd Patzer, Lac qui Parle County
Mic VanDeVere, Lincoln County
Rick Anderson, Lyon County
Ron Shimanski, McLeod County
Beth Oberg, Meeker County
Chris Hollingsworth, Pipestone County
Larry Lindor, Pope County
Jim Salfer, Redwood County
Bob Kopitzke, Stevens County
Peter Peterson, Swift County
Todd Johnson, Traverse County
John Berends, Yellow Medicine County

Staff Present: Joel Flaten, Lacey Severson, Ann Stehn, Liz Auch, Jill Bruns, Kristin Deacon, Jody Ammerman, Julie Erickson and Laurie Terning.

Commissioner Anderson called the meeting to order at 9:31 am.

Consent Agenda: Motion by Commissioner Olson to approve the agenda as written, to approve the minutes as written, and to authorize the payment of bills, second by Commissioner Kopitzke. Motion carried.

Joint Powers Board:

- Financial Report – Flaten reviewed. We have a net margin of \$205,569.82 through September.
- Cash Balance – Flaten reported that we have a current fund balance of \$1,063,926.92. He feels that by the end of the year we could add another \$40,000 - \$50,000 to it.
- Personnel Committee Minutes from 9/23/19 – Flaten reviewed. He specifically noted the proposed changes to the Personnel Policy. It was recommended to change that Christmas Eve must fall on Monday – Thursday instead of Friday to be paid as a holiday and to spell out the PIEP initials in 8.A.
- Finance Committee Minutes from 10/7/19 – Flaten reviewed.
- 2020 Proposed Training Budget – Flaten reviewed.

- Motioned by Peterson to approve the 2020 Infant Consultant Contract with Tracy Schreifels, seconded by Commissioner VanDeVere. Motion carried.
- Motion by Commissioner Lieser to approve an Intermediate Motivational Interviewing Training class for up to 30 participants at \$5,000 in 2020 with Minneapolis Community and Technical College, seconded by Commissioner Lindor. Motion carried. Flaten noted that this training will be covered by the NFP State Grant carryover funds.
- Motion by Commissioner VanDeVere to approve the proposed 2020 County Contributions, seconded by Commissioner Kopitzke. Discussion on how it will be calculated after the new 2020 census comes out. Flaten stated that the Executive Committee met and felt that the current formula is working so they recommend no changes. Motion carried.
- Motion by Commissioner Oberg to approve the 2020 proposed Staff Wages and Benefits, seconded by Commissioner Hollingsworth. There was discussion about how SHNFP wages compare to the other PH organizations. Motion carried.
- Motion by Commissioner Shimanski to approve the 2020 proposed SHNFP Budget, seconded by Commissioner Ahmann. Commissioner Anderson stated on behalf of the Finance Committee their recommendation is to approve the proposed 2020 budget. Motion passed.
- Motion by Commissioner Shimanski to approve the Amended Joint Powers Board Agreement, seconded by Commissioner Ahmann with the removal of the highlighted area in Section 5.1.1 Membership proposed by Commissioner Lindor. Motion carried. This agreement must be signed by each county with the JPB recommending a 12/31/19 deadline to get back the signed agreements.

Management Team Report:

- Executive Director Report – Flaten reviewed.
- Caseload – Severson and Flaten reviewed.
- Staff Updates – Joel reviewed.
- Motion by Commissioner Oberg to approve the proposed changes to the Personnel Policy along with the ones discussed earlier, seconded by Commissioner Salfer. Motion passed.
- Flaten updated that he was approached by Dawn Reckinger from MDH if we would be interested in expanding to Sibley and Nobles Counties. She stated that there will be grant funds available to cover the cost of expansion into the counties that do not have an evidence-based program for home visiting. Flaten has a meeting set to talk with Sibley County on November 20th, 2019. The challenge is that grant needs to be done by December (tight timeline). Joel reviewed SHNFP Expansion Guidelines. There was a lot of discussion about the guidelines and accepting new counties. It was decided to not proceed with anything until there is a motion by the Sibley County Governing Board to request joining SHNFP.

Other Issues to come before the Board:

Motion by Commissioner VanDeVere to approve the 2020 proposed meeting dates of February 3rd, May 4th, August 3rd, and November 2nd, seconded by Commissioner Johnson. Motion carried.

Next Meeting: Monday, February 3rd, 2019 at 9:30 a.m., Kandiyohi County Health and Humans Services Building, Lower Level Multi-Purpose Room

Motion by Commissioner Ahmann to adjourn the meeting at 11:01am, seconded by Commissioner Shimanski. Motion carried.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP