

Monday, February 6th, 2023

JOINT POWERS BOARD MEETING MINUTES

Joint Powers Board Members Present:

Brent Olson, Big Stone County
David Lieser, Chippewa County (zoom) - voted
Shane Schmidt, Douglas County (zoom) – voted
Doyle Sperr, Grant County (zoom)
Steve Gardner, Kandiyohi County
Mic VanDeVere, Lincoln County
Rick Anderson, Lyon County
Nathan Schmalz, McLeod County (zoom)
Beth Oberg, Meeker County (zoom) - voted
Dennis Welgraven, Murray County
Chris Hollingsworth, Pipestone County
Larry Lindor, Pope County
Greg Snow, Renville County
Jim Salfer, Redwood County
Greg Burger, Rock County
Lyle Grochow, Sibley County
Bob Kopitzke, Stevens County
Peter Peterson, Swift County
John Berends, Yellow Medicine County

Staff Present: Nikki Prosch, Sara Benson, Lacey Severson, Katie Jensen, Ann Stehn (zoom), Liz Auch, Kristin Deacon, Diane Winter (zoom), Jody Ammerman, Laurie Terning (zoom), Katie Slagter (zoom), Brittany Becker (zoom)

Commissioner Anderson called the meeting to order at 9:33 am.

Officer Elections:

Executive Director Prosch called for nominations from the board for Joint Powers Board chair. Motion by Commissioner Burger to nominate Commissioner Anderson for Chair, seconded by Commissioner Berends. Motion carried. Motion by Commissioner VanDeVere to nominate Commissioner Lieser for Vice Chair, seconded by Commissioner Salfer. Motion by Commissioner Burger to use a unanimous ballot, second by Commissioner Welgraven. Motion carried. Motion by Commissioner Oberg, to nominate Commissioner Snow for Secretary, seconded by Commissioner Peterson. Motion by Commissioner Kopitzke to use a unanimous ballot, second by Commissioner Hollingsworth. Motion carried.

Annual Committee Appointments:

Executive Committee – Rick Anderson, David Lieser, Greg Snow
Personnel Committee – Beth Oberg, Jim Salfer, David Lieser
Finance Committee – Rick Anderson, Greg Burger, Steve Gardner

Chairman Anderson asked for the members present to complete the Annual Conflict of Interest Disclosure Statements and return to Executive Director Prosch.

Chairman Anderson asked the members to review their 2023 JPB Members and Contact Information and complete contact information sheet distributed by Prosch during the meeting.

Serving 1st time parents in: Big Stone, Chippewa, Douglas, Grant, Kandiyohi, Lac qui Parle, Lincoln, Lyon, McLeod, Meeker, Murray, Pipestone, Pope, Redwood, Renville, Rock, Sibley, Stevens, Swift, Traverse, Yellow Medicine Counties

Consent Agenda:

Chairman Anderson made note to add an agenda topic on NSO Guidance received to SHNFP staff. Motion by Kopitzke to approve the agenda with addition, to approve the minutes as written, and to authorize the payment of bills; seconded by Hollingsworth. Motion carried.

Joint Powers Board:

- Financial Report – Motion by VanDeVere to approve the financial report; seconded by Lindor. Motion carried.
- Cash Balance – Prosch reported the cash balance of **\$1,842,847.17** as of 12/31/2022. Board discussed what a healthy cash balance looks like. Finance committee will discuss this further at next meeting.
- Prosch noted that minutes from Feb 2022 stated that an official paper designation is not needed. Anderson proposed official designation of the www.shnfp.org website as point of notice.
- Prosch reviewed the Finance Committee Minutes from 11/30/22 and provided an update on health insurance decisions from 2022.
- Prosch provided staffing update on hiring of Nurse Home Visitor, Jody Wharton in Kandiyohi County. Prosch provided update on continued vacancy of Nurse Home Visitor position in Lincoln/Lyon/Yellow Medicine counties. Prosch shared recruitment and marketing efforts to advertise and fill this position. Prosch provided update on end of employment from Karol Kiefer, SHNFP outreach worker, and the ending of the funds that supported her position with SHNFP.
- Prosch read new e-mail correspondence received from the National Service Office (NSO) regarding immunization requirements. The NSO will no longer be providing guidance regarding immunization requirements for Nurse-Family Partnership nurses. Prosch proposed allowing SHNFP Management team time to prepare guidance for staff and make revisions to current Infection Exposure Control Program policy. Commissioner Kopitzke proposed allowing whole board to review and approve changes to policy during May 1st meeting. Commissioner VanDeVere proposed allowing management team to move forward with newly developed guidance after today's meeting and have full board approve revisions during May meeting.

Management Team Report:

- Prosch gave the Executive Director Report.
- Severson and Jensen gave an update on the Caseload Report.
 - Severson shared 3 success stories received from SHNFP Nurse Home Visitors.

Other Issues to come before the Board:

- Celebration of 15th years of Supporting Hands Nurse-Family Partnership commenced with photos and cake; acknowledgement of staff involved for all 15 years.
 - Liz Auch took time to acknowledge additional individuals who contributed to the start and history of Supporting Hands Nurse-Family partnership.
- Chair Anderson proposed sending doodle polls to new committees to set dates for upcoming Executive Committee, Personnel Committee and Finance Committee meeting dates.

Next Meeting: Monday, May 1st, 2023 at 9:30 a.m., Lower Level of Renville County Government Services Building, 105 S 5th Str., Olivia, MN 56277 (Rooms 116 and 117) and via Zoom

Chairman Anderson adjourned the meeting at 10:23am.

Respectfully submitted by: Greg Snow, Renville County, Secretary, SHNFP