

Monday, August 7th, 2023

JOINT POWERS BOARD MEETING MINUTES

Supporting Hands



Joint Powers Board Members Present:

Brent Olson, Big Stone County
David Lieser, Chippewa County (zoom, voted)
Shane Schmidt, Douglas County (zoom, voted)
Mic VanDeVere, Lincoln County
Rick Anderson, Lyon County
Nathan Schmalz, McLeod County
Beth Oberg, Meeker County
Jackie Meier, Murray County
Chris Hollingsworth, Pipestone County
Dave Hamre, Renville County (alternate)
Lyle Grochow, Sibley County
Bob Kopitzke, Stevens County
Peter Peterson, Swift County
John Berends, Yellow Medicine County

Staff Present: Sara Benson, Lacey Severson, Katie Jensen, Ann Stehn (zoom), Liz Auch, Diane Winter, Jody Ammerman, Berit Spors (zoom), Betsy Hills (zoom), and Carol Biren.

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

Consent Agenda:

Motion by Commissioner Kopitzke to approve the agenda as written, to approve the minutes as written, and to authorize the payment of bills; seconded by Commissioner Schmalz. Motion carried.

Joint Powers Board:

- Prosch welcomed new staff member Raquel Morales who will serve as the nurse home visitor in Renville and Redwood counties. Raquel joined the board to introduce herself briefly.
- Financial Report – Motion by Commissioner Hollingsworth to approve the financial report, seconded by Commissioner VanDeVere. Motion carried.
- Cash Balance – Prosch gave the current cash balance to the board of **1,953,827.82**.
- Prosch reviewed the 05/24/23, 06/29/23 and 07/28/23 Personnel Committee Meeting Minutes.
 - Prosch reviewed the new policy language for PERA Phased Retirement Option (PRO). Motion by Commissioner Oberg to approve PERA PRO Policy, seconded by Commissioner Hollingsworth. Motion carried.
 - Prosch reviewed minutes from Personnel Committee meetings related to pay for performance and proposed putting pay for performance discussion on hold. Prosch discussed removing anniversary pay increase for employees who are put on a performance improvement plan and keeping the same progress review form. Commissioner Leiser shared that the personnel committee had good discussion on this topic during the last few meetings and encouraged input and discussion from the board.
- Prosch reviewed the 08/02/23 Finance Committee Meeting Minutes and discussed different retentions plans. The Finance committee will revisit this topic during next committee meeting and plan for retention in the 2024 budget.

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

- Prosch discussed a Staff Worksite Wellness Benefit Proposal and shared plans to implement starting January 2024. The proposal will include a focus for each quarter that relates to different dimensions of wellness. Betsy Hills shared some specific considerations for HSA and FSA employer contributions, Prosch will follow up with her to continue discussion. Motion by Commissioner Kopitzke to approve implementing a worksite wellness benefit for staff starting in 2024, seconded by Commissioner Peterson.
- Prosch reviewed revisions to the current Telehealth Policy with the board. Motion by Commissioner Schmalz to approve revisions, second by commissioner Peterson. Motion carried.
- Prosch reviewed proposed language revisions to the current Adverse Weather Language in the personnel policy, in replace of making any revisions to the current Telecommuter Policy. Commissioner VanDeVere motioned to approve revised language in personnel policy, second by commissioner Schmidt. Motion carried.
- Prosch proposed the addition of the new MN State Holiday, Juneteenth, as a paid holiday for SHNFP. Motion by commissioner Schmalz to approve addition of Juneteenth holiday for 2023 and in revised personnel policy for 2024, second by commissioner Grochow. Motion carried.
- Prosch provided each board member with a copy of the 2022 Financial Audit. Prosch noted the weakness listed on page 6 of the summary report. Following conversation with Renville County, this is something that is present for all agencies that Renville County is the fiscal agent for and is due to Renville not being the preparer their own financial statements for the audit (Baker Tilly does this). Motion by commissioner Kopitzke to approve 2022 financial audit, second by commissioner Olson. Motion carried.
- Prosch provided update to board on the Supplemental Strong Foundations Funding SHNFP was awarded from Minnesota Department of Health following a successful grant application for July 1, 2023 – December 31, 2024. Total fund award for the timeframe is \$54, 538.

Management Team Report:

- Prosch gave her Executive Director Report.
- Nurse Supervisors, Katie Jensen and Lacey Severson, provided an overview of current caseload.
- Prosch shared focus group dates and locations that are planned for this year in October.

Next Meeting:

Monday, November 6th at 9:30am, Lower Level of Renville County Government Services Center, 105 S 5th St, Olivia, MN 56277 (Rooms 116 and 117), and via Zoom

Chairman Anderson adjourned the meeting at 10:21 am.

Respectfully submitted by:

Nikki Prosch, Executive Director SHNFP, on behalf of SHNFP Secretary, Renville County Commissioner Greg Snow.

