

Supporting Hands Nurse Family Partnership Joint Powers Board August 5th, 2019 Meeting Minutes

Joint Powers Board Members present:

Brent Olson, Big Stone County
David Lieser, Chippewa 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
James Jens, Murray County
Larry Lindor, Pope County
Greg Snow, Renville County
Jim Salfer, Redwood County
Greg Burger, Rock 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, Diane Winter, Chery Johnson, and Jody Ammerman.

Chair Rick Anderson called the meeting to order at 9:30 am.

Consent Agenda: Flaten noted that the NFP reports were removed from the agenda as the NFP is still working on the accuracy of them. It was noted that the reports should be good to go after September 30th according to NFP.

Flaten pointed out on the payment of bills the following: 1. The payroll for 5/31/19 was paid with the regular bills because of an issue with CDS. 2. The interpreting costs for this quarter were \$4,271.50. 3. The \$33,107,40 to Marthaler was for the two vehicles. 4. The \$16,000 to the University of Washington was for the Promoting First Relationship training and will be reimbursed through the NFP Grant.

Motion by Commissioner Olson to approve the agenda as written, to approve the minutes as written, and to authorize the payment of bills, seconded by Commissioner Lindor. Motion carried.

Joint Powers Board:

- Financial Report – Flaten review the financial report.

- Cash Balance – Flaten reported the cash balance was \$868,729.63. He noted that this did not include the back payment from BluePlus which should be approximately \$68,000.
- Approve 2018 Financial Audit – Motion by Commissioner Oberg to approve the 2018 Financial Audit, seconded by Commissioner VanDeVere. Motion carried.
- Vehicle Update – Flaten reviewed the Finance Committee Minutes from May 28th, 2019 to explain how the two vehicles were selected.
- Performance Review for Executive Director – Motion by Commissioner Olson to approve the Performance Review for the Executive Director, seconded by Commissioner Peterson. Motion carried. Chair Anderson suggested that it would be good for a few commissioners to attend the retreat or a staff meeting.

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Management Team Report:

- Executive Director Report – Flaten reviewed.
- Caseload – Severson reviewed. Commissioner Ahmann suggested to have the graduation percentage by county in the caseload report. This led to further discussion about why clients leave.
- Staff Updates – Flaten noted from his report the hiring of Amanda Jensen, NHV to work out of Douglas County PH.
- Client Focus Group Update – They are set for August 14th in Marshall and the 21st in Willmar.
- Motion by Commissioner Snow to approve the use of WEX Cards for the purchase of fuel and maintenance for the SHNFP vehicles, seconded by Commissioner Shimanski. Motion carried. Flaten noted that Karen and ReNae would no longer need credit cards with this change.
- ~~Approve Credit Card with \$1000 limit for Carol~~ – This was no longer needed after the approval of the WEX Cards.

Other Issues to come before the Board:

Next Meeting: Monday, November 4th, 2019 at 9:30 a.m., Kandiyohi County Health and Humans Services Building, Lower Level Multi-Purpose Room

Motion by Commissioner Oberg to adjourn the meeting, seconded by Commissioner Lieser. Motion carried.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP