

## **Supporting Hands Nurse Family Partnership Joint Powers Board November 2<sup>nd</sup>, 2020 Meeting Minutes**

### **Joint Powers Board Members present:**

Brent Olson, Big Stone County  
David Lieser, Chippewa County  
Doyle Sperr, Grant County  
Steve Ahmann, Kandiyohi County  
Todd Patzer, Lac qui Parle County  
Mic VanDeVere, Lincoln County  
Rick Anderson, Lyon County  
Ron Shimanski, McLeod County  
James Jens, Murray County  
Chris Hollingsworth, Pipestone County  
Larry Lindor, Pope County  
Greg Snow, Renville County  
Jim Salfer, Redwood County  
Greg Burger, Rock County  
Bob Kopitzke, Stevens County  
Peter Peterson, Swift County  
Todd Johnson, Traverse County  
John Berends, Yellow Medicine County

**Staff Present:** Joel Flaten, Lacey Severson, Katie Jensen, Liz Auch, Jill Bruns, Kristin Deacon, Diane Winter, Jody Ahmerman, Berit Spors, Laurie Terning and Betsy Hills.

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

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

### **Joint Powers Board:**

- Financial Report – Motion by Commissioner VanDeVere to approve the financial report, seconded by Commissioner Snow. Motion carried.
- Cash Balance – Flaten reported that the cash balance is \$1,199,365.31 as of 9/30/20.
- The JPB reviewed the Personnel Committee Minutes from 9/28/20.
- The JPB reviewed the Finance Committee Minutes from 10/19/20.
- 2021 Infant Mental Health Consultant Contract – Motion by Commissioner Kopitzke to approve the 2021 Infant Mental Health Consultant Contract, seconded by Commissioner Ahmann. Motion carried.

- Flaten reviewed the proposed 2021 Training Budget noting that it is based on going back to in-person training. The regional trainings were moved to the general budget instead of being covered by grants. There was a question by Commissioner Leiser on how the training budget compares to previous years. Flaten reported that this is less than last year.
- 2021 County Contributions – Motion by Commissioner Johnson to approve the 2021 County Contributions to SHNFP, seconded by Commissioner Olson. Motion carried.
- 2021 Staff Wages and Benefits – Motion by Commissioner Olson to approve the 2021 proposed staff wages and benefits, seconded by Commissioner Shimanski. Motion carried.
- 2021 Budget – Motion by Commissioner Lindor to approve the 2021 proposed budget, seconded by Commissioner Leiser. Motion carried.

### **Management Team Report:**

- Executive Director Report – Flaten reviewed.
- Caseload – Jensen and Severson reviewed.
- Referral and Outreach Incentives – Motion by Commissioner Shimanski to approve up to \$1200 in 2020 for incentive cards for outreach and referrals along with incorporating outreach events for our Facebook page, seconded by Commissioner Kopitzke. Motion carried. Flaten noted that there is \$2400 in the NFP Grant to cover the outreach expenses in 2021.
- Temporary Telework Agreement reviewed. All the staff have signed and the management team is looking at a formal policy for staff who may continue to work from home after the pandemic emergency ends.
- Server Update – Flaten shared that any update will not happen until 2021 and we are waiting to hear back from Morris Electronics. There is extra budgeted in 2021 to cover this expense.

### **Other Issues to come before the Board:**

- Motion by Commissioner Salfer to approve the 2021 SHNFP JPB Meeting dates for February 1<sup>st</sup>, May 3<sup>rd</sup>, August 2<sup>nd</sup> and November 1<sup>st</sup>, seconded by Commissioner VanDeVere. Motion carried.
- County Board Representatives for 2021 – Flaten reminded the counties to get him updated information about any new commissioners to the 2021 SHNFP JPB.

Next Meeting: Monday, February 1<sup>st</sup>, 2021 at 9:30 a.m., Kandiyohi County Health and Humans Services Building, Lower Level Multi-Purpose Room

Chairman Anderson adjourned the meeting at 10:26 am.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP