

Supporting Hands Nurse Family Partnership Joint Powers Board August 2nd, 2021 Meeting Minutes

Joint Powers Board Members present:

Brent Olson, Big Stone County
David Lieser, Chippewa County – Zoom, Did not vote
Heather Larson, Douglas County – Zoom, Did not vote
Doyle Sperr, Grant County
Steve Gardner, Kandiyohi County
Todd Patzer, Lac qui Parle County
Mic VanDeVere, Lincoln County
Rick Anderson, Lyon County
Nathan Schmalz, McLeod County
Beth Oberg, Meeker County – Zoom, Did not vote
Dennis Welgraven, Murray County – Zoom, Did not vote
Chris Hollingsworth, Pipestone County
Larry Lindor, Pope County
Greg Snow, Renville County
Jim Salfer, Redwood County
Joy Cohrs, Sibley County
Bob Kopitzke, Stevens County
Peter Peterson, Swift County – Zoom, Did not vote
Todd Johnson, Traverse County – Zoom, Did not vote
John Berends, Yellow Medicine County

Staff Present: Joel Flaten, Lacey Severson, Katie Jensen, Lacy Joyce, Kristin Deacon, Diane Winter, Jody Ahmerman, Berit Spors, Betsy Hills, Sara Benson, Katie Slagter and Rachel Fruhwirth.

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

Commissioner Anderson discussed that with the end of the Emergency Order that Commissioners must be present to vote unless SHNFP posts on the website the alternative location to comply with open meeting laws. He said that if members were not going to be present to contact the Executive Director to post the alternative location on the website. He recommended going to their government building instead of home. The members present on Zoom were informed that they would not be able to vote but can participate.

Consent Agenda: Motion by Commissioner Olson to approve the agenda as written with the addition of 2022 Meeting Location, to approve the minutes as written, and to authorize the payment of bills, second by Commissioner Kopitzke. Motion carried.

Joint Powers Board:

- Flaten reviewed the Financial Report. Motion by Commissioner VanDeVere to approve the financial report, seconded by Commissioner Lindor. Motion carried.
- Flaten reported that the cash balance was \$1,438,516.29.
- Motion by Commissioner Gardner to approve the 2020 Financial Audit, seconded by Commissioner Sperr. Motion carried.
- Reviewed the Finance Committee Minutes from 6/29/21.
- Reviewed the Personnel Committee Minutes from 7/13/21.
- Motion by Commissioner Salfer to approve the 2021 Performance Review for the Executive Director, seconded by Commissioner Patzer. Motion carried.

Management Team Report:

- Flaten reviewed the Executive Director Report.
- Severson and Jensen reviewed the Caseload Report.
- The Personnel Committee reviewed the Telecommuter Policy. Commissioner Oberg had the HR Director from Meeker County also go through the policy. She said that it is ok but SHNFP may have to make adjustments as we go on. Motion by Commissioner Kopitzke to approve the proposed Telecommuter Policy, seconded by Commissioner Gardner. Motion carried. Flaten reviewed that the current Personnel Policy does not allow staff to keep the company vehicles at home but this should change if that is their new office location. Motion by Commissioner Olson to allow a company vehicle be parked at the staff's home if approved for a Telecommuter Agreement, seconded by Commissioner VanDeVere. Motion carried.
- Flaten discussed that 2022 will be a big year for planning with the competitive grant application coming out in the spring of 2022 that would cover January 1, 2023 to December 31, 2026. SHNFP will work with the Steering Committee when regionally coordinating home visiting services and the grant application.
- Flaten reported that the space where we usually met for the JPB was not available in 2022. He did look at the Emergency Services Building in Willmar. The commissioners discussed and agreed to keep the meetings in Olivia if the rooms are available for 2022.

Other Issues to come before the Board:

- The Personnel Committee will be meeting on September 20th, 2021.
- The Finance Committee will be meeting on October 18th, 2021.

Next Meeting: Monday, November 1st, 2021 at 9:30 a.m., Lower Level of Renville County Government Services Building, 105 S 5th Str., Olivia, MN 56277 (Rooms 116 and 117)

Chairman Anderson adjourned the meeting at 10:34 am.

Respectfully submitted by:

Todd Johnson, Traverse County Commissioner

Secretary, SHNFP