

Monday, May 1st, 2023

JOINT POWERS BOARD MEETING MINUTES

Joint Powers Board Members Present:

Brent Olson, Big Stone County
David Lieser, Chippewa County
Shane Schmidt, Douglas County – Zoom (no vote)
Doyle Sperr, Grant County – Zoom (no vote)
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 (voted)
Jackie Meier, 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
Jerrel Olson, Traverse County – Zoom (no vote)
John Berends, Yellow Medicine County

Supporting Hands



Staff Present: Sara Benson, Lacey Severson, Katie Jensen, Ann Stehn (zoom), Liz Auch, Kristin Deacon, Jody Ammerman (zoom second half), Berit Spors, Katie Slagter, Rachel Fruhwirth (zoom)

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

Consent Agenda:

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

Joint Powers Board:

- Jody Wharton and Solveig Newberg, two nurse home visitors, introduced and shared about their day to day work and success stories from clients.
- Motion by Commissioner VanDeVere to approve the financial report, seconded by Commissioner Lindor. Motion carried.
- Prosch provided the current cash balance to the board of 1,823,016.31.
- Prosch reviewed the 04/03/23 Personnel Committee Meeting Minutes. Director Auch encouraged Prosch to seek guidance from auditor and review if gift cards and retention bonuses are allowed. Commissioner Oberg shared that Meeker County offers retention bonuses. Commissioner Anderson shared that Lyon County also does something similar in their county. Administrator Stehn encouraged Prosch to review structure of how this would could be done.
- Prosch reviewed the 04/05/23 Finance Committee Meeting Minutes.
- Prosch reviewed the 04/05/23 Executive Committee Meeting Minutes.
 - Alternate Voting Language in By-Laws. Motion by Commissioner Kopitzke to approve addition of language in By-Laws related to alternate appointments being able to vote,

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

seconded by Commissioner Snow. Commissioner Petersen and Commissioner Berends voted no, all others voted in favor and motion carried.

- Commissioner Anderson reminded the board that if joining by zoom or virtually, board members must join in an open public space to be eligible to vote. They must also give Executive Director Prosch a 3 day advance notice to post on the shnfp.org website. This is following Minnesota Statute.
- Prosch reviewed the Standard Precautions for In-Person Visits guidance document that was developed following the February Joint Powers Board meeting. Since last JPB meeting, it was declared that the Public Health Emergency will end on May 11th, 2023. Prosch proposed archiving this current guidance document and updating language in current Infection Exposure Control Policy, this would allow all staff to be without masks during in-person visits unless staff member chooses or client requests. Motion by Commissioner Olson to approve revisions to Infection Exposure Control Policy, seconded by Commissioner Petersen. Motion carried.
- Prosch reviewed proposed Telecommuter Policy Revisions with board. Director Auch encouraged Prosch to look close at the language and hesitates allowing language that suggests anything related to 'as needed' for staff. This may allow misuse of the policy and create hard decisions for supervisors making the decision. Administrator Stehn shared that the 21 county service area and similar job duties of the majority of staff provide a unique situation for this organization. Ensuring staff are meeting performance measures may also be a consideration of this policy revision. Commissioner Anderson proposed tabling this item and having Prosch bring to next Steering Committee meeting to continue discussion.
- Prosch provided the board with a proposal to purchase two portable computer monitors from Morris Electronics. Motion by Commissioner Gardner to approve purchase of two portable monitors, seconded by Commissioner Schmalz. Motion carried. Prosch will review current policies and double check what dollar amount or certain item purchases need board approval.
- Prosch shared an additional RFP shared from Minnesota Department of Health for some Supplemental Strong Foundations Funding. Prosch plans to submit a proposal requesting \$50,000 with a due date of May 15th. This funding cycle would be from June 2023 – December 2024.
- Prosch shared that she is looking into a Phased Retirement Option for one staff member and will continue to work out details on the employer side.
- Motion by Commissioner VanDeVere to allow Finance Committee to approve final vehicle purchase for 2023 based on submitted RFPs from dealers, seconded by Commissioner Hollingsworth. Motion carried.

Management Team Report:

- Prosch shared her Executive Director Report
- Nurse Supervisors, Katie Jensen and Lacey Severson, provided an overview of current caseload and shared referral data from 2022.
- Prosch shared that the Lincoln/Lyon/Yellow Medicine vacancy still remains and is working on continued marketing of the position.

Other Issues to come before the Board:

- Prosch reminded the board of National Nurses Week on May 8th – 14th and shared Thank You cards for board members to fill out.

Next Meeting: Monday, August 7th at 9:30am, Lower Level of Renville County Government Services Center, 105 S 5th St, Olivia, MN 56277 (Rooms 116 and 117)

Chairman Anderson adjourned the meeting at 10:49 a.m.

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