

Monday, November 3<sup>rd</sup>, 2025

## JOINT POWERS BOARD MEETING MINUTES

# Supporting Hands



### Joint Powers Board Members Present:

Paul Radermacher, Big Stone County  
David Lieser, Chippewa County  
Shane Schmidt, Douglas County ZOOM  
Steve Gardner, Kandiyohi County  
Todd Patzer, Lac qui Parle County  
Mic VanDeVere, Lincoln County  
Rick Anderson, Lyon County  
Lori Kacka, McLeod County  
Beth Oberg, Meeker County ZOOM  
Jackie Meier, Murray County – ZOOM  
Chris Hollingsworth, Pipestone 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  
John Berends, Yellow Medicine County

**Staff Present:** Lacey Severson, Katie Jensen, Ann Stehn (zoom), Liz Auch, Sara Benson, Jody Ammerman, Berit Spors (zoom), Betsy Hills (zoom), Katie Slagter, Rachel Fruhwirth, Kay Winterfeldt (zoom), Carol Biren

Commissioner Anderson called the meeting to order at 9:30 a.m. Commissioner Anderson reminded board that video and microphones need to be on for voting purposes during meeting.

### 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 Lieser. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

### Joint Powers Board:

Motion by Commissioner Anderson to approve the financial report, seconded by Commissioner VanDeVere. Roll call voting online for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Cash Balance – Prosch gave the current cash balance to the board of \$2,046,995.98.

### Joint Powers Board:

Prosch reviewed the proposed personnel policy revisions for 2026. The board discussed proposed revisions. Commissioner Patzer proposed removing language for Paid Family Medical Leave and adding a simplified statement that listed SHNFP following Minnesota Law to implement. Discussion was held on this and the board approved this addendum to policy language. Motion by Commissioner Patzer to approve the 2026 updates to the personnel policy with the suggested revisions, seconded by Commissioner Lieser.

Serving 1<sup>st</sup> 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

Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Prosch provided the board with a 3% COLA proposal effective January 1<sup>st</sup>, 2026. Commissioner Lieser inquired on how this pay scale compares to other public health offices. Public health directors in attendance shared their pay structure and the board discussed. Motion by Commissioner Gardner to approve the 2026 pay increase of 3%, seconded by Commissioner Kopitzke. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Prosch provided the board with proposed 2026 Staff Wages & Benefits based on a 3% COLA proposal. Motion by Commissioner Snow to approve the 2026 Staff Wages & Benefits, seconded by Commissioner VanDeVere. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Prosch provided 2026 changes to health insurance rates to the board and proposed continuation of coverage on the RUBY plan and the same pretax allocations for 2026. Motion by Commissioner Burger to approve the 2026 Health Insurance coverage of the RUBY plan (\$1,054.20/month) and continue pretax allocations for single (\$400), family (\$950) and opt out (\$550), seconded by Commissioner Schmidt. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

The board reviewed the 2026 County Contributions proposal, which included no change to total contributions for the 2026 year. Prosch updated the committee that data for contributions was updated to reflect 2018-2020 data provided from the Minnesota Department of Health for total births and total first time births. Motion by Commissioner Patzer to approve 2026 county contributions, second by Commissioner Gardner. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

The board reviewed and discussed the 2026 Paid Family Medical Leave premium for SHNFP. SHNFP qualifies for the small employer subsidy. Commissioner Patzer proposed a .22% employer and .44% employee paid portion of the premium. Commissioner Snow proposed a even 50/50 split of .33% employer paid and .33% employee paid premium. Motion by Commissioner Kopitzke to approve the 2026 Employer .33% paid premium for the MN Paid Family Medical Leave, seconded by Commissioner Meier. Motion carried with one opposition (Commissioner Patzer).

Prosch reviewed the planned 2026 Training for SHNFP. This year First Aid/CPR will be on the rotation. Currently, no NFP Symposium is planned for 2026 and Prosch included a separate national conference in the budget planning. Overall training budget is less than 2025.

The board discussed proposed 2026 budget. Prosch noted a few line items with changes for the year 2026. There is one addendum needed to the budget, under revenue and state and federal paid health plan fees. Prosch noted this changed and will revise. Motion by Commissioner Gardner to approve the 2026 proposed budget with the noted addendum, second by Commissioner Lieser. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Prosch provided an overview of the server switch for SHNFP off the Kandiyohi Server and on to a cloud-based server on Microsoft Office 365. The total switch cost SHNFP close to \$15,000 which includes equipment, labor, troubleshooting and Microsoft Office 365 licenses.

Prosch reviewed the MDH Approved Budget for 2026 and Blue Cross Foundation Award Letter for 2026.

Prosch noted two changes to the current contract Mental Health contract, a slight increase in total \$ paid per hour for travel (\$90 to \$100) and an increase in any charge per hour for training (\$225 to \$250). Motion by Commissioner Gardner to approve the 2026 Infant Mental Health Consultant Contract, seconded by Commissioner Patzer. Roll call voting for Commissioner Schmidt, Commissioner Oberg and Commissioner Meier. Unanimous. Motion carried.

Prosch updated the board that she is waiting to receive finalized information for the 2024 audit but did submit some final requested information this last week.

Prosch gave her Executive Director Report and provided the board with an update on the continued vacancy in Renville and Redwood for a 0.8 FTE.

Supervisors Severson provided an update of the current caseload and referenced a number of graduations seen in the last 3 months. Nurse Home Visitors are exploring new and current referral sources to do outreach. Report also included a breakdown of insurance coverage numbers for clientele for board to review.

Prosch shared some highlights with the board related to recent site visits with the Minnesota Department of Health and Changent. Prosch also shared she will be receiving the letter confirming SHNFP is in fidelity in the upcoming month.

Prosch provided board with 2026 meeting dates and noted that February will be held at the Lyon County Government center due to room availability in Olivia on that date.

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

Chairman Anderson adjourned the meeting at 11:00 a.m.

**Next Meeting:** Monday, February 2<sup>nd</sup> at 9:30 a.m., Lyon County Government Center, 607 W Main Street, Marshall, MN 56258 (Board Room)

Respectfully submitted by:

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Greg Snow, Renville County Commissioner  
Secretary, SHNFP