

**Official Minutes
of the
Des Moines Valley Health and Human Services Board**

The Des Moines Valley Health and Human Services Board met in regular session at the Jackson County Government West Large Conference Room, 407 5th St. Jackson, MN on Thursday, January 9, 2025. The following members of the Des Moines Valley Health and Human Services Board were present: Jackson County Commissioners: Larry Liepold, Roger Pohlman, Don Wachal, Phil Nasby, and Kent Bargfrede, and Cottonwood County Commissioners: Larry Anderson, Donna Gravley, Tom Appel, and Kevin Stevens. Absent was Cottonwood County Commissioner Wayne Maras. **Quorum Established.**

Present in person for all or portions of the meeting were Chris Macek, Administrative Services Manager; Natane Sadusky, Fiscal Manager; Craig Myers, Human Services Director; Michelle Ebbers, Public Health Director, and Julie Van Wyhe, Associate Board Secretary, and staff.

CALL TO ORDER

Chair Phil Nasby called the meeting to order at 9:00 a.m.

Motion by Anderson second by Wachal and unanimous vote to approve the agenda with the following addition:

Add: RBA – Approve Health Equity Project Plan with Human Impact Partners under **Action Items**

EMPLOYEE INTRODUCTIONS

The following new staff members were introduced:

- Apoorva Komaragiri, WIC Program Coordinator

Organizational Meeting

Resolution 25-001

Motion by Appel, second by Stevens and unanimous vote to elect Donna Gravley as DVHHS Board Chair for 2025.

Board Chair Gravley presided over the remainder of the meeting.

Resolution 25-002

Motion by Stevens, second by Wachal and unanimous vote to elect Roger Pohlman as DVHHS Vice Board Chair for 2025.

Resolution 25-003

Motion by Wachal, second by Pohlman and unanimous vote to elect Don Wachal as DVHHS Secretary for 2025.

Board Chair Gravley made the following appointment as outlined in the By-Laws:

Associate Secretary: Julie Van Wyhe

Back Up Associate Secretary: Tamra Griese

Associate Treasurer: Natane Sadusky

Executive Committee: Donna Gravley, Roger Pohlman, Kevin Stevens, Don Wachal

Finance Committee: Donna Gravley, Roger Pohlman, Kent Bargfrede, Tom Appel, Natane Sadusky, Christine Macek

Policy Committee: Kevin Stevens, Roger Pohlman, Tom Appel, Don Wachal, Michelle Ebbers, Craig Myers, Christine Macek

Personnel Committee: Phil Nasby, Larry Anderson, Larry Liepold, Wayne Maras, Christine Macek

Advisory Committees Appointments.

Negotiation Committee: Tom Appel, Don Wachal, Christine Macek, Natane Sadusky

Public Health Advisory Committee: Larry Anderson, Phil Nasby, Michelle Ebbers

Resolution 25-004

Motion by Nasby, second by Liepold and unanimous vote to approve the DVHHS Board meeting dates for 2025 and January 2025 as follows:

Thursday,	February 13, 2025	9:00AM	Jackson Government Center West Conf. Room
Thursday,	March 13, 2025	9:00AM	Jackson Government Center West Conf. Room
Thursday,	April 10, 2025	9:00AM	Jackson Government Center West Conf. Room
Thursday,	May 8, 2025	9:00AM	Jackson Government Center West Conf. Room
Tuesday,	June 10, 2025	9:00AM	Jackson Government Center West Conf. Room
Thursday,	July 10, 2025	9:00AM	Cottonwood County LEC Meeting Room
Thursday,	August 14, 2025	9:00AM	Cottonwood County LEC Meeting Room
Tuesday,	September 9, 2025	9:00AM	Cottonwood County LEC Meeting Room
Thursday,	October 9, 2025	9:00AM	Cottonwood County LEC Meeting Room
Thursday,	November 13, 2025	9:00AM	Cottonwood County LEC Meeting Room
Thursday,	December 11, 2025	9:00AM	Cottonwood County LEC Meeting Room
Thursday,	January 8, 2025	9:00AM	Jackson Government Center West Conf. Room

Resolution 25-005

Motion by Bargfrede, second by Anderson and unanimous vote to designate the Cottonwood County Citizen and Jackson County Pilot as the DVHHS Official Newspapers.

Resolution 25-006

Motion by Anderson, second by Pohlman and unanimous vote to authorize Administrative Services Manger to execute and approve Host County Contracts and Purchase of Service Contracts.

RESOLUTION 25-006

EXECUTION OF CONTRACTS

WHEREAS, DVHHS, from time to time, may enter into the purchase of service contracts for the provision of services to recipients of services; and

WHEREAS, other Minnesota counties are similarly obligated to provide services and to enter into contracts for the provision of services to individuals in their counties; and

WHEREAS, Minnesota law contemplates that service providers situated within a county jurisdiction establish a purchase of service contract with their host county, and under the terms of said contracts other counties may utilize such services in accordance with the terms of such contract, the same being generically known as a “Host County Contract”; and

WHEREAS, Minnesota law further contemplates that Minnesota counties, by necessity, must arrange contracts with service providers to be able to utilizes various services to benefit individuals on an as needed basis; and

WHEREAS, purchase of service contracts must be completed pursuant to Minnesota Statute 256.0112 and that the member counties of DVHHS have designated DVHHS Board to sign on its behalf; and

WHEREAS, this board believes a more expeditious handling of such Host County Contracts and Service Contracts may be obtained by delegating to the Administrative Services Managers of the Des Moines Valley Health and Human Services agency the authority to sign Contracts on behalf of this Board.

NOW, THEREFORE BE IT RESOLVED as follows:

1. That the Administrative Services Manager of Des Moines Valley Health and Human Services be and hereby is authorized to execute and approve Host County Contracts and Purchase of Service Contracts which allow for the purchase of community and social services on an as needed basis for the period commencing January 1, 2025 and ending December 31, 2025.
2. That the authorization to the Administrative Services Manager of Des Moines Valley Health and Human Services herein is limited to the approval and execution of Host County Contracts and purchase of Service Contracts for the purchase of community of social services on an “as needed” basis and nothing herein shall authorize the Administrative Services Manager of Des Moines Valley Health and Human Services to execute grants or purchase of service contracts which call for a specific commitment of funds without the prior approval of the board.

Date: _____
Des Moines Valley Health and Human Services Board Chair

Resolution 25-007

Motion by Stevens, second by Wachal and unanimous vote to approve authorization for use of auditor warrants.

Resolution 25-008

Motion by Appel, second by Nasby and unanimous vote to approve United Prairie Bank as the official depository of DVHHS funds.

Resolution 25-009

Motion by Pohlman, second by Stevens and unanimous vote to approve authorization of Fiscal Manager to report to the Minnesota Office of the State Auditor (OSA) that DVHHS spend zero agency funds on lobbying expense for the year.

Resolution 25-010

Motion by Anderson, second by Nasby and unanimous vote to set 2025 per diem for DVHHS Board Members at \$100.00.

Resolution 25-011

Motion by Stevens, second by Wachal and unanimous vote to set 2025 DVHHS Board Chair stipend at \$500.00.

Resolution 25-012

Motion by Appel, second by Bargfrede and unanimous vote to set the 2025 per diem of \$85.00 and mileage rate to follow the Federal IRS rate for appointed Lay Persons/Community Members serving on DVHHS Boards or Councils.

CONSENT AGENDA

- **Resolution 25-013** Approve DVHHS Board Minutes December 12, 2024
- **Resolution 25-014** Approve December 2024 Auditor Warrants
- **Resolution 25-015** Approve Signature Authority for State Grant Awards
- **Resolution 25-016** Declare Retired Technology Items as Surplus
- **Resolution 25-017** Accept 2024 Donations and Grant Awards Received by DVHHS

- **Resolution 25-018** Approve Mental Health Local Advisory Council (LAC) Member Appointments for 2025
- **Resolution 25-019** Appoint Craig Myers, Human Services Director and Jackie Auringer, Social Services Supervisor to the SW M Adult Mental Health Consortium Advisory Committee
- **Resolution 25-020** Approve the American Foundation for Suicide Prevention (SFSP) Out of the Darkness Community Walk Agreement

Motion by Bargfrede second by Liepold and unanimous vote to approve the consent agenda. Motion carried.

ACTION ITEMS

Resolution 25-021

Motion by Pohlman, second by Nasby and unanimous vote to Approve Agreement with Temp Social Work, Inc.

Resolution 25-022

Motion by Nasby, second by Wachal and unanimous vote to Approve Health Equity Project Plan with Human Impact Partners

INFORMATIONAL/DIRECTOR REPORTS

Craig Myers, Human Services Director, Natane Sadusky, Fiscal Manager, Michelle Ebbers, Public Health Director and Chris Macek, Administrative Services Manager provided updates.

COMMITTEE AND BOARD REPOTS

An update was provided on Southwest Mental Health Center – ElevaCare.

The review of revised proposed employee benefits for Non-Union employees were referred to the Negotiation Committee for consideration.

ADJOURN

Meeting was adjourned at 10:17 a.m.

Board Chair

Date

Attest:

Date