

**FAMILY SERVICES BOARD  
MINUTES  
CHIPPEWA COUNTY**

January 15, 2019

The meeting was called to order at 9:05 a.m., and adjourned at 11:45 a.m.

Board Members present: Dave Nordaune, Jeffrey Lopez, Jim Dahlvang, Matt Gilbertson, Dave Lieser

Staff Members present: Patrick Bruflat, Director  
Jennifer Golden, Fiscal/Support Supervisor  
Debbie Stoeckman, Children & Family Services Supervisor  
Lisa Schultz, Special Services Supervisor  
Michelle Trulock, Financial Assistance Supervisor  
Tracy Kittelson, Office Support Specialist, Sr.

Others present: Megan Lynne, CCFS  
Angela Arndt, Circle Sentencing

- A. On a motion by Commissioner Lieser, seconded by Commissioner Nordaune, the Board unanimously approved the amended Agenda.
- B. On a motion by Commissioner Gilbertson, seconded by Commissioner Nordaune, the Board unanimously approved the election of Dave Lieser as the Chair of the Chippewa County Family Services Board for 2019.

On a motion by Commissioner Nordaune, seconded by Commissioner Lopez, the Board unanimously approved the election of Matt Gilbertson as the Vice-Chair of the Chippewa County Family Services Board for 2019.

- C. On a motion by Commissioner Lopez, seconded by Commissioner Dahlvang, the Board unanimously approved the minutes of December 18th, 2018.
- D. On a motion by Commissioner Lopez, seconded by Commissioner Gilbertson, the Board did approve and place the Fiscal report on file subject to audit and to authorize payment of the bills, and the services agreements for Social Service.

Administrative Bills	\$317,598.88
Transfers	\$ 7,801.88
Social Service Payments	\$ 27,397.86
Service Arrangements	\$ 57,831.66

- E. Contracts: No Contracts
- F. On a motion by Commissioner Dahlvang, seconded by Commissioner Gilbertson, the Board unanimously approved the appointment of Meghan Vien – new Eligibility Worker – pending positive reference. Grade 5, Step Three - \$3,272 per month. Effective date February 1<sup>st</sup>.

**G. General Business:**

1. Agency Donations:

On a motion by Commissioner Gilbertson, seconded by Commissioner Nordaune, the Board unanimously accepted the following donations:

- 2 \$25.00 gift cards for Bills Supermarket from Trinity Havelock.
- \$100.00 check to the General Fund from Trinity Havelock.

2. Megan Lynne, new CP Social Worker, was introduced to the Board.

3. On a motion by Commissioner Nordaune, seconded by Commissioner Lopez, the Board unanimously approved the request to purchase Work Flow software (EDMS Electronic Data Management System).

4. On a motion by Commission Gilbertson, seconded by Commissioner Dahlvang, the Board unanimously approved sending two Child Protection Social Workers to the “Crimes Against Children” conference in Dallas, TX, August 12-15, 2019.

5. Angela Arndt was present to give a report on Circle Sentencing activities.

**H. Unit Reports:**

Jennifer Golden reviewed activities in the Fiscal/Support Services Department.

Michelle Trulock reviewed activities in the Income Maintenance Department.

Lisa Schultz reviewed activities in the Special Services Department.

Debbie Stoeckman reviewed activities in the Children & Family Services Department.

**I. Director’s Report**

Patrick Bruflat reviewed Agency activities.

**J. Board Reports:**

Chippewa Enterprises, Inc. – no report.

West Central Industries – no report.

Woodland Centers activities – no report.

Prairie Lakes Youth Program activities were reviewed.

Countryside Public Health activities were reviewed.

Southern Prairie Community Care – no report.

Southwest MN AMH Consortium activities were reviewed.

Circle Sentencing/Mentoring Program activities were reviewed. (See Item G.5)

Out-of-Home Placement Taskforce activities were reviewed.

**K. Executive Board Meeting**

With no further business, the Chairman adjourned the meeting at 11:45 a.m.

/Dave Lieser/  
Chairman, County Family Services Board

Attest: \_\_\_\_\_  
Vice Chairman