

**FAMILY SERVICES BOARD
MINUTES
CHIPPEWA COUNTY**

March 16, 2021

The meeting was called to order at 8:35 a.m., and adjourned at 10:35 a.m.

Board Members present: Dave Nordaune, Dave Lieser, Matt Gilbertson, Candice Jaenisch, and Bill Pauling

Staff Members present: Patrick Bruflat, Director
Jennifer Golden, Fiscal/Support Supervisor
Lisa Schultz, Special Services Supervisor
Becky Deterling, Children/Family/Behavioral Health Supervisor
Michelle Trulock, Financial Assistance Supervisor
Tracy Kittelson, Office Support, Sr.

Others present: Liz Auch, Countryside Public Health

- A. On a motion by Commissioner Gilbertson, seconded by Commissioner Jaenisch, the Board unanimously approved the amended agenda.
- B. On a motion by Commissioner Gilbertson, seconded by Commissioner Pauling, the Board unanimously approved the minutes of February 16, 2021.
- C. On a motion by Commissioner Lieser, seconded by Commissioner Jaenisch, 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	\$164,670.49
Transfers	\$ 12,958.87
Social Service Payments	\$ 68,274.88
Service Arrangements	\$102,107.24

- E. Contracts:
 - On a motion by Commissioner Gilbertson, seconded by Commissioner Lieser, the Board unanimously approved renewing the Fraud Prevention Contract.
- F. Personnel Actions
 - 1. On a motion by Commissioner Lieser, seconded by Commissioner Pauling, the Board unanimously approved the Certification After Probation for Melanie Bahl - Accounting Technician, Fiscal/Support Services Unit - effective date March 28, 2021.
 - 2. On a motion by Commissioner Gilbertson, seconded by Commissioner Pauling, the Board unanimously approved the donation of sick time by County employees for Deb Kurtzbein, Social Worker, Special Services Unit.
 - 3. On a motion by Commissioner Pauling, seconded by Commissioner Lieser, the Board unanimously approved the Emergency Appointment of Jean Callens, Social Worker, Special Services Unit, length of appointment not to

exceed 67 days, with a start date of March 23, 2021. Grade 8, Step 4, \$24.99 per hour as per the 2020 salary matrix.

G. General Business:

1. Agency Donations

- On a motion by Commissioner Lieser, seconded by Commissioner Pauling, the Board unanimously accepted the donation of luggage for foster children from Lynette Norman of Montevideo.

2. Liz Auch from Countryside Public Health was present to give updates on their programs.

H. Unit Reports:

Jennifer Golden reviewed activities in the Fiscal/Support Services Department. On a motion by Commissioner Gilbertson, seconded by Commissioner Jaenisch, the Board unanimously approved the assigning of the end of year fund balance. Additional funds designated to the Building Fund.

Michelle Trulock reviewed activities in the Income Maintenance Department. On a motion by Commissioner Jaenisch, seconded by Commissioner Lieser, the Board unanimously approved granting a Hardship Waiver for Case No. 2420155.

Lisa Schultz reviewed activities in the Special Services Department.

Becky Deterling reviewed activities in the Children, Family, and Behavioral Health Department.

I. Director's Report

Patrick Bruflat reviewed Agency activities.

J. Board Reports

Chippewa Enterprises, Inc.
West Central Industries
Woodland Centers
Prairie Lakes Youth Program
Countryside Public Health
Prime West
Southwest MN AMH Consortium
Circle Sentencing/Mentoring Program
Out-of-Home Placement Taskforce

With no further business, the Chairman adjourned the meeting at 10:35 a.m.

/David Nordaune/
Chairman, County Family Services Board

Attest: /David Lieser/
Vice Chairman