

**FAMILY SERVICES BOARD  
MINUTES  
CHIPPEWA COUNTY**

October 15, 2019

The meeting was called to order at 9:00 a.m., and adjourned at Noon.

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

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

**Others present:** Jodie Schuldt, Family Services  
Dana Wilson, Family Services

- A. On a motion by Commissioner Dahlvang, seconded by Commissioner Gilbertson, the Board unanimously approved the amended agenda.
- B. On a motion by Commissioner Lopez, seconded by Commissioner Nordaune, the Board unanimously approved the minutes of September 17, 2019.
- C. On a motion by Commissioner Gilbertson, seconded by Commissioner Dahlvang, 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	\$205,198.12
Transfers	\$ 1,438.36
Social Service Payments	\$ 40,875.09
Service Arrangements	\$ 21,511.59

**D. Contracts**

- 1. On a motion by Commissioner Nordaune, seconded by Commissioner Gilbertson, the Board unanimously approved the TRIMIN Contract.
- 2. The ISD #2180 (MACCRAY) Foster Care Transportation Contract was postponed until November Board.

**E. Personnel Actions:**

- 1. On a motion by Commissioner Gilbertson, seconded by Commissioner Nordaune, the Board unanimously approved the Certification after Probation for Dana Wilson - Lead Social Worker Children, Family, & Behavioral Health - effective date October 17, 2019.
- 2. On a motion by Commissioner Dahlvang, seconded by Commissioner Nordaune, the Board unanimously approved the appointment of Jean Callens - Temporary Social Worker - Grade 8, Step 4 - \$24.32 per hour, effective date on or about November 1, 2019, appointment not to exceed 67 days.

F. **General Business:**

1. Jodie Schuldt, Collections Officer, was present to give a report on her activities.
2. Dana Wilson, Chemical Health Case Manager, was present to give a presentation on Chemical Dependency.
3. There were no donations this month.

G. **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. On a motion by Commissioner Gilbertson, seconded by Commissioner Nordaune, the Board unanimously approved the voluntary donation of sick/vacation hours to Debbie Kurtzbein as per County personnel policy.

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

H. **Director's Report**

Patrick Bruflat reviewed Agency activities.

I. **Board Reports :**

Chippewa Enterprises, Inc. activities were reviewed.

West Central Industries activities were reviewed.

Woodland Centers activities were reviewed - no report.

Prairie Lakes Youth Program activities were reviewed.

Countryside Public Health activities were reviewed.

Southern Prairie Community Care activities were reviewed.

Southwest MN AMH Consortium activities were reviewed.

Circle Sentencing/Mentoring Program activities were reviewed.

Out-of-Home Placement Taskforce activities were reviewed.

J. **Executive Board Meeting**

With no further business, the Chairman adjourned the meeting at Noon.

/s/ Dave Lieser  
Chairman, County Family Services Board

Attest: /s/ Matt Gilbertson  
Vice Chairman