

SYNOPSIS OF COUNTY BOARD MEETING

May 23, 2023

Members present: Borchert, Berg, Windschitl, Braun, Veerkamp, along with Lay Board Members Gieseke and Sieve, County Administrator Hansen, County Attorney Hanson, and Human Services Director Dietz.

M/Borchert, S/Braun, to accept the Minutes of 05-16-2023 and authorize publication of the Synopsis of same; carried.

M/Windschitl, S/Borchert, to accept and order filed the Brown County Local Advisory Council, Bridge on Center (BOC), Adult/Children's Mental Health program annual reports, and update on Brown County's use of crisis services through the South Central Community Based Initiative (SCCBI); carried.

M/Berg, S/Borchert, to approve the policy/procedures for Targeted Case Management (TCM) Provider Interactive Video Contacts for Brown County Human Services Target Case Managers to deliver TCM through interactive video; carried.

M/Berg, S/Braun, to accept and file the annual Family Facilitator Program Report which noted that 91 families and 147 children received voluntary Family Facilitator services in 2022; carried.

M/Borchert, S/Berg, to approve the Contract for Family Facilitator Services for the period of 7-1-2023 thru 6-30-2024 with the following school districts: New Ulm School District No. 88; Sleepy Eye School District No. 84; and Springfield School District No. 85; carried.

M/Borchert, S/Braun, to approve the position description attached to the Social Worker Job Description for a Housing Resource Specialist and to authorize to post for this new position; carried 4-1, with Berg dissenting.

M/Windschitl, S/Berg, to approve the Brown County Human Services Credit Card Policy to provide the public with an online option for clients to pay their Program Fees and Recoveries with credit cards or eChecks; noting that all fees for use of said services will be paid by the client; carried.

M/Windschitl, S/Braun, to approve payment of Human Services administrative claims in the amount of \$24,505.85. In accordance with MS 375.12 the following claims exceed \$2,000: Elan Financial Services \$5,165.85; Confidential Client \$3,215.84; Confidential Client \$2,365.88; Verizon Wireless \$3,283.62; 22 payments less than \$2,000 total \$10,474.66. Final total is \$24,505.85; carried.

M/Berg, S/Veerkamp, to accept and file the following Consent Agenda Items: Staffing; Monthly Out of Home Placement Report; Heartland and Hermann Express; and Fraud Prevention Grant; carried.

Lay Board Members DeeAnn Gieseke and Vicki Sieve were excused.

M/Windschitl, S/Berg, to approve five (5) drainage ditch repair requests and the payment of said repairs; carried.

M/Berg, S/Braun, to accept the bid received from L&M Road Services in the amount of \$280/acre for 2023 for ground spraying (spot spraying) for tree, brush, and weed control on the ditch slope and buffer of drainage ditch systems; carried. No other quotes were received.

M/Windschitl, S/Braun, to approve the hiring of an Additional FT Assessment Technician with an approximate start date of 8-01-2023; and approve the purchase of a computer and workstation for the additional position; carried.

M/Berg, S/Windschitl, to approve the appointment of Melissa Bakke as FT Paralegal and Office Accountant in the County Attorney's Office at the hourly rate of \$28.59, Grade 6, Step 6, with an effective date of 5-16-2023; carried 4-1, with Braun dissenting.

M/Borchert, S/Berg, to accept the resignation of Tracey Graves as FT Family-Based Service Provider in the Human Services Dept. effective 6-9-2023, and authorize to post a vacancy for a FT Family-Based Service Provider according to policy; carried.

M/Braun, S/Berg, to accept and order file the Administrative Assistant County Veterans Service Officer training progress report; carried.

M/Borchert, S/Berg, to accept and filed the 2022 CVSO Annual Report, which noted filing of 136 claims and various other federal VA related tasks; State Soldiers Assistance Program Benefits received; Veteran Deaths and Soldiers Rest Plot usage; and transporting Veterans to medical appointments; carried.

M/Windschitl, S/Berg, to approve the Year 2024 Budget Guidelines including a 3% salary plan adjustment for non-union employees for budgeting purposes, subject to final budget approval; carried.

M/Berg, S/Windschitl, to table the County Board 2024 draft budget review dates to the next Board meeting; carried.

M/Braun, S/Berg, to accept and file the 2023 1st Quarter (Cash Basis and Unaudited) Budget Report which reflects activity at 25% of the budget year as follows: Expenditures of \$10,374,610.88 or 24.7%, and revenues of \$7,361,012.55 or 17.6%; and the 2023 1st Quarter Supplemental Budgets Report noting expenditures of \$701,832.17 or 31.8%, and revenues of \$429,247.67 or 18.7% of budgeted activity, and the April 2023 Budget Report (Cash Basis and Unaudited) which reflects activity at 33.3% of the budget year as follows: expenditures of \$13,684,566.20 or 32.6%, and revenues of \$11,005,219.62 or 26.2%; and the April 2023 Supplemental Budgets Report noting expenditures of \$830,273.51 or 37.6%, and revenues of \$515,701.52 or 22.4% of annual budgeted activity.; carried.

Correspondence C-1 thru C-6 were accepted and filed. Windschitl reported on the Wellness Committee; Berg reported on the GBERBA meeting, and JD 48 meeting; Braun reported on the Mental Health Awareness meeting, and constituent call he received; Veerkamp reported on the Ag Society meeting, and Rural Energy meeting.

Calendars were coordinated for the next two-week period.

There being no further business, Chairman Veerkamp, declared the Meeting adjourned at 12:39 PM.

The Official Minutes of the Regular Meeting of 5-23-2023 are on file in the County Administrator's Office and may be viewed during normal business hours, M-F, 8AM-4:30PM. Correspondence and requests for additional information may be directed to the County Administrator's E-Mail Address: cntyadm@co.brown.mn.us Home Page Address: www.co.brown.mn.us