

**FLORENCE COUNTY HUMAN SERVICES DEPARTMENT**  
**May 14, 2020**  
**BOARD MEETING MINUTES**

Present: Susan Theer, Gary Steber, Sherry Johnson, Ed Kelley, Cinde Nichols, Charles Kellstrom  
Remote (Go-To-Meeting) Vicki Antonini (seated at 5:05p.m.), James Dunkel  
Others present: Jen Steber, Janet Nanninga, and Rebecca Kelley

J.Steber called the meeting to order at 5:00p.m. Roll Call noted those members present and attending remotely and Vicki Antonini being absent (seated at 5:05p.m).

**Introductions:** J.Steber introduced Cinde Nichols and Charles Kellstrom as new Human Services Board members. Both Cinde and Charles gave a brief introduction.

**Chairperson:** J.Steber called for nominations from the floor for Human Services Board Chairperson. E.Kelley nominated Sherry Johnson. J.Steber called for further nominations three times. Moved by E.Kelley, seconded by G.Steber, that nominations for Human Services Chairperson be closed and a unanimous ballot be cast for Sherry Johnson. All Ayes.

J.Steber turned the meeting over to Chairperson S. Johnson.

Vicki Antonini was seated at 5:05p.m.

**Vice-Chairperson:** S.Johnson called for nominations from the floor for Human Services Vice-Chair. G.Steber nominated S.Theer. S.Theer nominated G.Steber. G.Steber declined the nomination. S.Johnson called for further nominations three times. Motion by E.Kelley, seconded by G.Steber, that nominations for Human Services Vice Chairperson be closed and a unanimous ballot be cast for S.Theer. All Ayes.

**Agenda:** Motion by G.Steber, seconded by C.Nichols, the agenda was unanimously approved as posted.

**Minutes:** Motion by G.Steber, seconded by S.Theer, the minutes of the February 20, 2020 meeting were unanimously approved.

**Financial Reports:** Motion by E.Kelley, seconded by S.Theer, the Board voted unanimously to approve the March-April 2020 expenditures. It is understood that client identifying information is blacked out to protect client confidentiality and that staff approval for all expenditures is present before payments are made.

**2019 Audit:** J.Steber reported the 2019 audit is complete; noting the preliminary totals for HSD.

**Staff Training:** No report.

**Child and Family Unit Report:** R.Kelley provided Child and Family activity since the last meeting. J.Steber reviewed the out of home care placement report (financial).

**Community Services Unit Report:** J.Nanninga provided a verbal report related to activity since the last meeting. J.Steber reviewed the hospitalization report (financial).

**Northern Income Maintenance Consortium:** J.Steber provided a 2019 annual report related to Medicaid and Food Share cases and dollars specific to Florence County and other NIMC Counties. Additionally, a 2020 YTD report was provided noting the increased benefits received by Food Share recipients during April (COVID benefit).

**HOUSING and WHEAP:** J.Steber reviewed the written WHEAP activity report prepared by Kristina Williams, WHEAP Coordinator. J.Steber noted new eligibility guidelines due to the COVID crisis.

**Community at Large Member Appointment:** The Board reviewed the letter of interest/application received by Tom Jonet. Motion by J.Dunkel, seconded by E.Kelley, the Board voted unanimously to accept the letter of application and forward to County Board for formal appointment to the Human Services Board.

**Social Work Licensing Extension:** Motion by G.Steber, seconded by S.Theer, the Board voted unanimously to approve a licensing extension for M.Kendall until December 31, 2020 and forward to the Personnel Committee for review/approval. J.Steber noted J.Robinson had passed her exam very recently and therefore no extension was necessary.

J.Steber provided a verbal Directors report noting continued work being done in the area of Emergency Management (through collaboration with Health, ADRC, and Emergency Management).

Motion by S.Theer, seconded by E.Kelley, the Board unanimously adjourned.

Next Meeting: Thursday, June 18, 2020 at 5:00p.m.