

BENTON COUNTY HUMAN SERVICES BOARD
REGULAR MEETING MINUTES
MARCH 15, 2022

The Benton County Human Services Board met in regular session on March 15, 2022 in the Benton County Board Room in Foley, MN with Board members Beth Schlangen, Scott Johnson, Ed Popp, Jared Gapinski and Steve Heinen present. Call to order by Human Services Board Chair Johnson was at 9:43 AM.

Human Services Director Robert Cornelius requested to amend the Human Services Board Agenda to add 1) a resolution to designate a Community Health Services Administrator, and 2) to adjust the Tri-Cap volunteer driver mileage IRS rate. Motion by Heinen and seconded by Popp to approve the amended agenda. Motion carried unanimously.

Popp/Gapinski to approve Consent Agenda item 1) approve the Human Services Regular Meeting Minutes of March 1, 2022 and authorize the Chair to sign. Motion carried unanimously.

Next, Human Services Deputy Director Sandi Shoberg requested that the Human Services Board approve the Benton County Outreach worker to access the Homeless Management Information System (HMIS) which has an annual fee of \$225. The HMIS system is a computer system that helps agencies provide services to Minnesotans who have unstable housing. HMIS is used to assess needs and services for clients and connect to housing referrals. Motion by Popp and seconded by Gapinski to approve the Benton County Outreach worker to access the Homeless Management Information System with an annual fee of \$225. Motion carried unanimously.

Next, Shoberg requested approval for the Chair to sign a letter of support for Sobriety First to open an outpatient program in Benton County. Program Director Caren Yurek Remus of Sobriety First informed the Human Services Board that their proposal is to expand services into Benton County by opening a facility within Foley. These services will include Substance Use Disorder Treatment, Peer Recovery Coaches, Anger Management, Domestic Violence therapy, a small outpatient program and Cognitive Behavioral Therapy (CBT) programming. Sobriety First is planning to open the facility no sooner than June 1st, 2022. Motion by Gapinski and seconded by Heinen to approve the Chair to sign the letter of support for Sobriety First to open an outpatient program in Benton County. Motion carried unanimously.

Next, Cornelius requested the Human Services Board adopt a resolution designating the Community Health Services (CHS) Administrator. Minnesota Statute 145A.04, Subd. 2 states that counties will designate a person/persons to fulfill the duties of the CHS Administrator. Since 2015, Benton County has had two persons qualified for the role until the second position became vacant in December 2020. Cornelius has filled the primary role since then. Community Health Supervisor Jaclyn Litfin has recently become eligible to fill the second role. She will be appointed the primary administrator. The following Benton County staff persons shall be assigned to carry out the duties of the Community Health Services Administrator:

Jaclyn Litfin, Public Health Supervisor – Co-Administrator, Primary
Robert Cornelius, Human Services Director – Co-Administrator, Alternate

Motion by Popp and seconded by Heinen to adopt the resolution to designate Jaclyn Litfin as the Community Health Services Administrator and to designate Jaclyn Litfin and Robert Cornelius as co-CHS Administrators. Motion carried unanimously.

Next, Cornelius requested to adjust the Tri-Cap volunteer driver mileage IRS rate. Cornelius stated that the volunteer drivers drive for the elderly and other constituents that are in need of our (County) services, and since the gas prices have increased quite a bit, it's getting harder to find volunteers to drive for Tri-Cap. Currently the IRS rate is \$0.58 per mile. Cornelius suggests increasing Benton County's Mileage rate for Tri-Cap volunteer drivers to \$0.78 until gas prices drop below \$3.50 per gallon. Motion by Popp and seconded by Gapinski to adjust the Tri-Cap volunteer driver rate to \$0.78 per mile until gas prices drop below \$3.50 per gallon, and to direct Robert Cornelius to sign the amendment on behalf of Benton County. Motion carried unanimously.

Last, there was a consensus by the Human Services Board to discontinue the COVID-19 updates until further notice.

Chair Johnson adjourned the meeting at 9:58 AM.

Scott Johnson, Chair
Benton County Human Services Board

ATTEST:

Montgomery Headley
Benton County Administrator