

RSR Human Service Zone Board Meeting

RSR Human Service Zone Board met at 1:00 pm on Tuesday June 25th, 2024. This meeting was held at the Milnor Fire Hall and by teleconference with TEAMS.

Board members present were Wayne Ulven, Brenda Peterson, Terry Goerger, Lyle Bopp, Julie Johnson, Christina Ferderer, Becky Devries, and Lynn Flieth. Board Members absent were Connie Gilbert, Alisa Mitskog, and Mary Schradick.

The meeting was called to order at 1:02 pm.

Lyle Bopp made a motion, seconded by Wayne Ulven, to approve minutes from May 28th, 2024, meeting. Motion carried.

Monthly Expenditures – for June 2024 were reviewed. Christina Ferderer made a motion, seconded by Becky DeVries, to approve summary of bills. Motion carried.

Financial report through May 2024—Year to date revenue is 87.19%; Expenses are at 52.25%. Wayne Ulven made a motion, seconded by Lyle Bopp, to approve the May revenue and expenses. Motion carried.

Items for Review – Discussion – Decision:

- a. **County Cost Plan:** Director Flieth provided the board with an overview of cost plans and indirect/direct charges. Sandy Fossum, Richland County Auditor, joined the discussion on changes in the Cost Plan process. It is believed the most recent cost plans were completed with accuracy. Information was presented on altering the current 60/20/20 distribution percentage. Decision tabled until next board meeting to ensure all 3 counties have representation. Director will request Jason Coffey, HSZ accounting manager, to attend the next board meeting for clarification and to answer questions.
- b. **2025 Budget Review:** A summary of the 2025 Zone budget was reviewed with board members. Terry Goerger made a motion to approve the 2025 RSR Human Service Zone budget, seconded by Lyle Bopp. Motion carried.
- c. **Personnel Update:** The Director shared updates on vacancies and new hires within the zone. Two new eligibility employees will begin July 1st. Currently there is one foster care position open and CPS. Director Flieth also discussed agency turnover rates.
- d. **Economic Assistance Updates:** The backlog of work items in economic assistance have been significantly reduced and are nearly entirely resolved. Current focus is expedited applications, with only 3 late applications statewide according to the most recent weekly review. Call wait times are also significantly decreased.
- e. **Child Welfare Update:** The Director shared the status of open positions in child welfare. Currently, interviews are being held for the open CPS position and foster care position. The discussion/presentation on the CHINS unit will be postponed until the next meeting.

f. Misc.

- **County Updates:** Discussion was had regarding a recent data breach in an employee's email, which resulted in some fraudulent activity. A full forensic investigation will occur through NDIRF data breach coverage policy.
- Office closure for RSR Zone employees on July 5, 2024.

Date of next meeting: July 23rd, 2024 @ 1:00 pm. Meeting adjourned at 2:30 pm.

A handwritten signature in black ink, reading "Lynn Litch, LBSW". The signature is written in a cursive style. Below the signature is a horizontal line.

Chair