

## **RSR Human Service Zone Board Meeting**

RSR Human Service Zone Board met at 1:00 pm on Tuesday, January 28, 2025. This meeting was held at the Milnor Fire Hall and by teleconference over TEAMS.

The Board members present were Connie Gilbert, Lyle Bopp, Wayne Ulven, Mary Schradick, Kevin Bishop, Jason Arth, and Lynn Flieth. Present via Teams were Becky Devries and Brenda Wyckoff. Board Members absent were Julie Johnson, Nathan Berseth and Alisa Mitskog. Others present were Tia Bopp, Sargent County Auditor and Sandy Fossum, Richland County Auditor via Teams and Stephanie Cameron, Administrative Assistant.

The meeting was called to order at 1:00 pm by Lynn Flieth, Director. A motion was made to approve the agenda by Kevin Bishop; seconded by Wayne Ulven. Motion carried. A motion to approve the minutes of November 26, 2024, meeting by Mary Schradick; seconded by Wayne Ulven. All in favor. Motion carried

**Election of Officers** – New board members Jason Arth and Kevin Bishop were introduced. Mary Schradick made a nomination for Wayne Ulven to become the new Vice Chair. No other nominations for Vice Chair were made. Nomination was motioned by Kevin Bishop; seconded by Jason Arth. All in favor. Motion carried.

**Monthly Expenditures** – for December 2024 were reviewed. Connie Gilbert made a motion, seconded by Jason Arth, to approve the summary of bills. Motion carried. January Bills were reviewed. Lyle Bopp made a motion, seconded by Jason Arth, to approve the summary of bills. Motion carried.

### **Financial report for November and December –**

- November 2024 revenue is 168.12%; expenses are 115.64%. Jason Arth made a motion, seconded by Mary Schradick, to approve December financial reports. All in favor. Motion carried.
- December/2024 Year End Revenue is 168.74%; expenses are 126.56% expended for year end, per original budgeting documents. When considering the 2<sup>nd</sup> half adjusted formula payment increase, the adjusted final budget expenditures were at 97%. Year end-revenues were 30% higher than projected. Wayne Ulven made a motion, seconded by Connie Gilbert, to approve January financial reports. All in favor. Motion carried.

### **Items for Review – Discussion – Decision:**

#### **a. Agency Updates:**

- The Direct Care Associate position has once again been filled for the Lisbon location. Terry Carter started employment on January 14<sup>th</sup>, 2025, and is going through the onboarding process.
- The Director reviewed the Zone Performance Standards, which are the benchmarks for evaluating overall HSZ functioning. Specifically, performance metrics in eligibility were reviewed. Discussion was held relating to walk-in traffic increases in relation to work items completed.
- The State of North Dakota achieved 96% compliance rate in completing monthly case worker visitation with youth in foster care. This is the first time the state has achieved the 95% federal standard. RSR achieved a 97% rate.

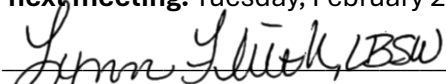
#### **b. Legislative updates/Director Activities:**

- Lynn has been in Bismarck throughout the legislative session and included a brief update on the weekly zone director meetings being held. One-page informational handouts were shared with the board, that will also be referenced during legislative session.

**c. Misc:**

- **Commissioner updates:** Kevin Bishop discussed future building update possibilities for Ransom County. Jason Arth advised that the heating issues have now been resolved in Sargent County. They were caused by only two boilers being utilized instead of all four.

**Date of next meeting:** Tuesday, February 25, 2025. Meeting adjourned at 2:37 pm.

  
Chair