



## **Official Proceedings of the Buffalo Bridges Human Service Zone Board – June 7, 2022**

At 11:02 a.m., Zone Director, Mandi Freije called the regular meeting (via Teams Meeting) of the Buffalo Bridges Human Service Zone Board to order. Steve Cichos, Tom Overn, Shawn Olauson, Gayle Nelson, Tracy Johnk, and Lisa Johnson was present. Wanda Larson Site Supervisor (Barnes Office), and Shannon Larson HR Director, Sean Ryan Eligibility Program Manager and Warren Abrahamson News Dakota attended.

Olauson made a motion, seconded by Overn, to approve the presented minutes. Roll call vote taken. Motion carried.

Overn made a motion to approve the presented vouchers, seconded by Cichos. Roll call vote taken. Motion carried.

Sean Ryan Eligibility Program Manager presented the board with an update of the caseloads for both Stutsman and Barnes counties Eligibility programs as well as an update on the progress of the eligibility redesign. Caseload average for Barnes County staff is 220 – 225 cases per employee and Stutsman County's is 185 – 190 cases per employee. The goal for the redesign to go live is set for February 1, 2023.

Freije updated the board on the open positions in the zone. The eligibility position open in the Stutsman office has been offered to an individual pending the results of a background check. Interviews for the eligibility worker position open in the Barnes were held June 3, 2022, and an offer will be made to a candidate for this position. The Child Welfare Foster Care / In Home supervisor position in the Stutsman office was fill internally. A position for a Child Welfare supervisor will be posted upon approval from the state to fill this position. A Child Welfare CPS worker from the Stutsman office took a position with the state as a Centralized Intake worker and a request to fill this position will be sent to the state and this position will be posted, if approved.

The 2022 budget recalculation was submitted to the state, and we expect to hear if it was approved around June 15, 2022

The state held a Townhall meeting and invited all staff from all zones. This meeting covered what it means to be a zone member, direction on who to go to for Human Resource needs and equity in salary. The state has hired a third-party agency to study the inequity and will give a recommendation to legislation.

Freije attended the June 7<sup>th</sup> Barnes County commission meeting via teams where they discussed moving our Barnes County offices and put the Sheriff's Department in the building. Freije asked to be a part of this decision to ensure confidentiality is protected and IRS/Program requirements are being met.

The August 2, 2022, Zone Board meeting will be held both in person and virtually through Teams.

At 11:56 a.m., Overn made a motion to adjourn the meeting, seconded by Johnk. Motion carried.

ATTEST:

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Mandi Freije, Zone Director

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Gayle Nelson, Secretary