



Official Proceedings of the Buffalo Bridges Human Service Zone Board – July 7, 2025

At 11:03 a.m., Zone Director, Mandi Freije called the regular meeting (In person and via Teams Meeting) of the Buffalo Bridges Human Service Zone Board to order. Zone Board Members, Tom Overn, Allison Swenson, Shawn Olauson, Gayle Nelson, and Cole Conley were present. Absent were Tracy Johnk and Ben Tompkins

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

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

Welcoming the new zone board member Ben Tompkins was tabled until the next zone board meeting.

Freije presented the Customer Support Center metrics for May to the board. She discussed the updates and federal changes.

Freije informed the board that we received the guidance for the legislative salary increases. Freije also told the board that we will be submitting performance bonus requests per requirements. Freije explained the requirements to the board. We will be submitting ten requests.

Freije updated the board on the zone vehicles. We purchased a new Explorer from Stoudt's and traded in the three old vehicles. We have budgeted for two more zone vehicles in 2026. The three vehicles in Jamestown got hail damage and will be repaired.

Freije updated the board on current openings. We have openings for a Direct Care Associate, Eligibility Support Specialist, Lead Eligibility Worker, and an Eligibility Worker. Carrie Anderson Foster Care / In Home Supervisor resigned as of 8/8/2025 and Wanda Larson retired on 7/11/2025.

Freije updated the board on the complex youth and discussed House Bill 1034

Overn made a motion to include a performance bonus request for Director, Mandi Freije when submitting the requests. This motion was seconded by Conley, roll taken all in favor. Motion carried.

The August 4, 2025, Zone Board meeting will be held both in person and virtually through Teams.

At 12:12 p.m., Olauson made a motion to adjourn the meeting, seconded by Conley. The meeting was adjourned.

ATTEST:

Mandi Freije, Zone Director

Gayle Nelson, Secretary