



Official Proceedings of the Buffalo Bridges Human Service Zone Board – August 4, 2025

At 11:00 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, Ben Tompkins and Cole Conley were present. Absent was Tracy Johnk. Jessica Alonge, Auditor/COO also attended.

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

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

New zone board member Ben Thompkins was welcomed and introduced to the zone board members.

Freije went over the Customer Support metrics for May and June, which shows the wait time and number of calls statewide. Freije discussed upcoming changes on the Call Center.

Freije informed the board that we had a pre-inspection for IRS requirements to help prepare us for the IRS who will be doing an audit in February. Freije discussed some of the changes we will need to make so we are in compliance with the IRS regulations, such as installing a door at the back of the office in Jamestown or installing locks on all the office doors.

Freije explained to the board that in 2029 child welfare the system they are using now (FRAME) will be replaced with a new system call Oceans Readiness.

In other business, the pantry was discussed. The pantry is going well; there will be some school food drives and around Christmas time businesses tend to donation. The complex youth was also discussed.

The September 8, 2025, Zone Board meeting will be held both in person and virtually through Teams.

At 12:00 p.m., Olauson made a motion to adjourn the meeting, seconded by Nelson. The meeting was adjourned.

ATTEST:

Mandi Freije, Zone Director

Gayle Nelson, Secretary