



Official Proceedings of the Buffalo Bridges Human Service Zone Board – August 5, 2024

At 11:04 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, Tracy Johnk, Jerry Bergquist, Cole Conley, Gayle Nelson, Allison Swenson, and Shawn Olauson were present. Absent was Tom Overn. Also present was Susan Reichenberger and Jessica Alonge.

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

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

Freije presented the organizational chart to the board and informed the board there will be five additional eligibility call center employees added to the chart. Freije and two other directors will be interviewing the call center applicants. These are new positions added and these workers will be working remotely within the state of North Dakota.

Freije went over the Standards of Administration report and explained that this has been implemented by the state. The state will update this report quarterly. The Standards of Administration include measures that describe basic standards as they apply to Human Service Zone delivery of Human Services. This includes Child Welfare, Economic Assistance and Operations.

Freije explained to the board that the state did a salary compression study. The state used a formula based on position and years of service to determine salary increases. Buffalo Bridges had 19 out of 45 staff members that received a salary compression increase. These increases will go into effect on August's payroll.

Freije discussed a recent General Assistance Burial denial appeal that may be filed by a local director. At this time no appeal has been filed. If an appeal is filed the appeal will be brought to the zone board.

There was no other business discussed.

The September 9, 2024, Zone Board meeting will be held both in person and virtually through Teams.

At 12:01 p.m., Olauson made a motion to adjourn the meeting, seconded by Bergquist. Motion carried.

ATTEST:

Mandi Freije, Zone Director

Gayle Nelson, Secretary