



Official Proceedings of the Buffalo Bridges Human Service Zone Board – September 5, 2023

At 11:05 a.m., Zone Director, Mandi Freije called the regular meeting (via Teams Meeting) of the Buffalo Bridges Human Service Zone Board to order. Zone Board Members, Tracy Johnk, Allison Swenson, Tom Overn, Gayle Nelson, and Shawn Olauson were present. Also present were Jessica Alonge, Wanda Larson, and Shannon Davis.

Johnk made a motion, seconded by Overn, 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.

The new General Assistant policy that took effective on August 1, 2023, was discussed. On that date the new state rate for final disposition payment is \$3500.00 statewide. The board discussed the yearly amount an individual can receive for general assistance per year. Overn made a motion to approve a maximum of \$1000.00 per year/per individual. Johnk seconded the motion. Roll was taken and motion carried.

Freije informed the board that \$40,000 was approved to purchase a zone vehicle out of the 2023 budget. There are currently three vehicles in Barnes and none in Stutsman. There is a possibility we could purchase a vehicle from another zone, state fiscal will check into this and get back to us. Freije told the board at this time vehicle expenses are an indirect expense but beginning in 2024 will become a direct expense. It was discussed bringing one of the zone vehicles from Barnes to Stutsman so both offices would have a zone vehicle available. Freije will look into the insurance part and follow up with the board at the October Zone Board meeting. Freije also told the board that the zone is coming in under budget by around \$221,000.

Freije updated the board on child welfare and economic assistance. Cass County has had a high turnover and the state has reached out to other zones for assistance in CPS. CPS workers assisting would go to Cass County and do assessments. Libby Wynne CPS Supervisor offered to train two staff members from Cass County. One will be working remotely and the other on site. She will temporarily receive a 5% salary increase while taking this on. One CPS worker from the zone went to Cass for a week to assist with assessments. If we have the capacity we will send more CPS workers. One of the zones eligibility workers will be moving to a CPS position in October. Two eligibility workers were hired and will start at beginning of September. At this time, we have one CPS position open and one Eligibility position open.

The vacant Vice Chairman position was discussed. This position will have to be replaced with a county commissioner. Filling this position will be discussed during the commission meeting and the plan is to appoint the new commissioner at the September 19th commission meeting. A nomination for Vice Chairman will be held at the October zone board meeting.

The October 3, 2023, Zone Board meeting will be held both in person and virtually through Teams.

At 12:08 p.m., Olauson made a motion to adjourn the meeting, seconded by Johnk. Motion carried.

ATTEST:

Mandi Freije, Zone Director

Gayle Nelson, Secretary