



Official Proceedings of the Buffalo Bridges Human Service Zone Board – December 2, 2024

At 11:05 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, , Tom Overn, Gayle Nelson, Allison Swenson and Jerry Bergquist were present. Absent was Cole Conley and Shawn Olauson. Eligibility Supervisor Sean Ryan also attended.

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

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

Freije shared the 2024 Salvation Army report with the board. Each year the Stutsman office gives \$10,500.00 to the Salvation Army in lieu of General Assistance. Each year the Salvation Army provides a report showing how these funds were spent. Freije told the board that we will be sending the Salvation Army \$10,500.00 again this year at the end of December.

Freije gave the board a staffing update. An offer was made and accepted to an applicant for the open Eligibility Support Specialist position who will start employment on January 6, 2025. An open position for an Eligibility Call Center position closed tomorrow and interviews will be scheduled. We have two Family Service Specialist positions open, one in the Stutsman office and one in the Barnes office. The current intern in the Valley City office has been hired as a Family Service Specialist and will start in this position on January 6, 2025.

Discussion was held on Zone Board meetings. The frequency of the meetings was discussed, and it was decided to continue to hold these meetings monthly. Freije asked to board if there were any particular topics the board would like to have her bring to the meetings. Overn said he likes to see staff members attend the meetings and give updates on their unit. Freije told the board that the election of officers will be held in during the February zone board meeting.

In other business Freije told the board that bring back issuance of EBT cards is still at a standstill. NDACO is recommending a hybrid model/method of issuing EBT cards. Freije is on the workgroup for the EBT and will keep the board updated.

The January 6, 2025, will be cancelled, the next meeting will be held on February 3, 2025. The Zone Board meeting will be held both in person and virtually through Teams.

At 12:11 p.m., Overn made a motion to adjourn the meeting, seconded by Swenson. Motion carried.

ATTEST:

Mandi Freije, Zone Director

Gayle Nelson, Secretary