



## **Official Proceedings of the Buffalo Bridges Human Service Zone Board – December 6, 2022**

At 11:02 a.m., Zone Director, Mandi Freije called the regular meeting (via Teams Meeting) of the Buffalo Bridges Human Service Zone Board to order. Steve Cichos, Gayle Nelson, Tracy Johnk, Shawn Olauson, Tom Overn. Janna Robinson Eligibility Worker, Gina Bercier, Child Welfare Worker and Shannon Davis were present. Absent was Lisa Johnson.

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

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

Janna Robinson, Eligibility Worker was introduced to the board. Robison has been with the agency for four years. She has worked primarily with the elderly and disabled programs but with the redesign she is learning the children and family programs. Robison has been assisting staff when questions regarding the elderly and disabled programs. Robinson is also a representative of the United Way.

Gina Bercier a Foster Care In-Home worker in the Child Welfare Unit was introduced to the board. Bercier started employment with the agency in 2018 as an intern and was hired as the Parent Aide then as a Foster Care In-Home worker. Bercier provides case management for the agency. Bercier was recently nominated for the Champions of Change Group by a co-worker and has joined the work group.

Freije discussed the Salvation Army donation the Stutsman office provides them each year. Stutsman donates \$14,500 each year to use in lieu of General Assistance. The Barnes office provides General Assistance at their office, and this is budgeted for. Freije asked the board for their support in continuing the General Assistance in the manner for 2023. Cichos made a motion to continue this procedure, seconded by Johnk. Roll call vote taken. Motion carried.

In other business, Freije updated the board on the performance bonuses. The request for each of the bonuses has completed along with the amounts and justifications for each bonus. This has been sent into the state for final approval. If approved the bonuses will be included on staff's December payroll.

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

At 11:27 a.m., Olauson made a motion to adjourn the meeting, seconded by Nelson. Motion carried.

ATTEST:

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Mandi Freije, Zone Director

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Gayle Nelson, Secretary