

**FAMILY SERVICES BOARD  
MINUTES  
CHIPPEWA COUNTY**

May 19, 2020  
(via teleconference)

The meeting was called to order at 9:02 a.m., and adjourned at 10:20 a.m.

**Board Members present:** Dave Nordaune, Jim Dahlvang, Matt Gilbertson, Jeffrey Lopez,  
and Dave Lieser

**Staff Members present:** Patrick Bruflat, Director  
Jennifer Golden, Fiscal/Support Supervisor  
Michelle Trulock, Financial Assistance Supervisor  
Lisa Schultz, Special Services Supervisor  
Becky Deterling, Children/Family/Behavioral Health Supervisor  
Tracy Kittelson, Office Support Specialist, Sr.

**Others present:**

- A. On a motion by Commissioner Lieser, seconded by Commissioner Dahlvang, the Board unanimously approved the agenda as written.
- B. On a motion by Commissioner Lopez, seconded by Commissioner Lieser, the Board unanimously approved the minutes of April 21, 2020.
- C. On a motion by Commissioner Lieser, seconded by Commissioner Dahlvang, the Board did approve and place the Fiscal report on file subject to audit and to authorize payment of the bills, and the services agreements for Social Service.

Administrative Bills	\$ 81,007.15
Transfers	\$ 3,531.46
Social Service Payments	\$ 82,081.42
Service Arrangements	\$ 74,712.12

- D. **Contracts:** There were no contracts this month.
- E. **Personnel Actions:**
  - On a motion by Commissioner Dahlvang, seconded by Commissioner Lieser, the Board unanimously approved the appointment of Kari Mead - Accounting Technician, Fiscal/Support Services Department - Grade 4, Step 1 - \$2,962 per month, effective date May 18, 2020.
- F. **General Business:**
  - 1. Agency Donations:
    - On a motion by Commissioner Lieser, seconded by Commissioner Dahlvang, the Board unanimously accepted the donation of 10 adult

and 4 child-sized face masks and a large quilt from Mrs. Vivian Evans, Montevideo.

**G. Unit Reports:**

Jennifer Golden reviewed activities in the Fiscal/Support Services Department.

Michelle Trulock reviewed activities in the Income Maintenance Department.

Lisa Schultz reviewed activities in the Special Services Department.

Becky Deterling reviewed activities in the Children, Family, and Behavioral Health Department.

**H. Director's Report**

Patrick Bruflat reviewed Agency activities.

**I. Board Reports :**

Chippewa Enterprises, Inc. activities were reviewed.

West Central Industries activities were reviewed.

Woodland Centers activities were reviewed.

Prairie Lakes Youth Program activities were reviewed.

Countryside Public Health activities were reviewed.

Prime West activities were reviewed.

Southwest MN AMH Consortium activities were reviewed.

Circle Sentencing/Mentoring Program activities were reviewed.

Out-of-Home Placement Taskforce - no report.

**J. Executive Board Meeting**

With no further business, the Chairman adjourned the meeting at 10:20 a.m.

/Matt Gilbertson/  
Chairman, County Family Services Board

Attest: /David Nordaune/  
Vice Chairman