



# MINNESOTA PRAIRIE COUNTY ALLIANCE

COMMUNITY SERVICES OF DODGE, STEELE & WASECA COUNTIES

## Joint Powers Board Meeting

April 16, 2019, 3:00 – 5:00 pm

Steele County Administration Center, 630 Florence Avenue, Owatonna, MN  
Conference Room 40

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### Draft Agenda

- I. **Call to order**
  
- II. **Roll call and introductions**
  - a. Introduction of board
  - b. Introduction of those in attendance
  - c. Introduction of new staff
  
- III. 5 min. **Mission moment**
  
- IV. **Agenda approval**
  - a. *Recommendation: Adopt a motion to accept the agenda [as presented/as amended].*
  
- V. **Minutes approval** p. 4
  - a. *Recommendation: Adopt a motion to accept the final meeting minutes [as presented/as corrected] from the February 19, 2019 meeting of the Minnesota Prairie County Alliance Joint Powers Board.*
  
- VI. **Consent agenda** p. 9
  - a. *Recommendation: Adopt a motion to accept the*

following items on the consent agenda:

- i. To authorize \$454,798.22 in client support bills as presented from February.
- ii. To authorize \$1,284,454.11 in client support bills as presented from March.
- iii. To approve payment of \$337,661.72 in administrative bills from February.
- iv. To approve payment of \$113,553.99 in administrative bills from March.
- v. To approve execution of memorandums of understanding with Steele, Dodge, and Waseca public health agencies.
- vi. To approve the recommendation to grant a written request for an unpaid leave of absence for an employee.
- vii. To approve the sublease with Waseca County.
- viii. To authorize Jane Hardwick to travel out-of-state to attend the American Public Human Services Administrators 2019 Local Council Annual Retreat.

**VII. 3:10 pm Action items**

- a. 5 min **Supplemental nutrition assistance program (SNAP) employment & training funding** – Cathy Skogen p. 160
- b. 5 min **SNAP employment & training contract amendments** – Cathy Skogen p. 166
- c. 10 min **Community living infrastructure grant** – Heather Johnson p. 176

**VIII. 3:30 pm Other discussion items, informational items and reports**

- a. 3 min **Personnel report** – Gina McGuire p. 177
- b. 5 min **Waseca space update** –Beth Christesen p. 189
- c. 5 min **Basic sliding fee child care assistance program 2018 spending** – Cathy Skogen p. 195
- d. 15 min **MNPrairie poverty data** – Jane Hardwick p. 201
- e. 5 min **Income & health care assistance first quarter update** – Cathy Skogen p. 229
- f. 4:03 pm **Break** – 7 minutes

- g. 20 min      **Child & family out-of-home placement trend updates –**      p. 237  
Shari Kottke
- h. 5 min      **Child support 2<sup>nd</sup> quarter report –** Cathy Skogen      p. 252
- i. 5 min      **Income & health care assistance processing and phone**      p. 254  
**report –** Cathy Skogen
- j. 3 min      **Director’s report –** Jane Hardwick
- k. 7 min      **Management reports –** MNPrairie managers
  
- IX. 4:50 pm Other business**
- a.      **Communication Materials**      p. 259
- b.      **Employee comments –**Any employee present wishing to  
make comments
- c.      **Next meeting:** Tuesday, May 21, 2019, 3:00-5:00 pm,  
Steele County Administration Building, 630 Florence Ave,  
Owatonna, Room 40
  
- X. Adjourn**