

Ward County Human Service Zone Board

Minutes

April 18, 2023

Second Floor-Ward County Commissioner's Chambers

PRESENT:

Kristi Frederick
Shelly Weppler
Mac McLeod
Rich Berg
Jason Olson
Hiedi Folstad-Miller

ABSENT:

Matt Ruby

Also present was Karen Schultz, Zone Board Secretary designee.

Meeting was brought to order by Director Kristi Frederick.

MOTION:

It was moved by Mac McLeod, seconded by Rich Berg and unanimously carried by the Board that the Agenda for April 18th, 2023 be approved as presented.

MOTION:

It was moved by Rich Berg, seconded by Jason Olson, and unanimously carried by the Board that the minutes for the regular board meeting of March 21st, 2023, be approved.

MOTION:

It was moved by Mac McLeod, seconded by Hiedi Folstad-Miller, and unanimously carried by the Board to receive and file the March 2023 Expenditures, bills for April 4th and April 18th, 2023, Budget Recap and Budget Revenue for March 2023 and the FC R & R Report.

The Board was provided with the FTE report indicating vacancies and recent new hires within the agencies. Both Social Work Student Interns will have completed their internships with us by mid-May.

A letter in recognition of In Home Case Manager Jenna Aasand was also provided to the Board. Jenna was recognized by the State for her excellence in application of the Safety Framework Practice Model and the award was presented to Jenna at a conference last month.

The Ward County Human Service Zone Plan was formally approved and filed by the state as indicated in a letter dated April 3, 2023 to Director Kristi Frederick.

Dir. Frederick informed the Board that the Zone has entered into a contract with Language Link which is available to provide certified interpreters as needed. This is a direct cost to the Zone. ASL is also available through this service with video conferencing and we would also have access to document interpretation.

Attachments were also provided to the Board which included draft copies for a standard operating process for youth in office as well as youth rules. Dir. Frederick asked for a review of the documents and an email with feedback from the Zone Board, so that it may be reviewed and brought back to the Board for a full review and approval at the May 15th, 2023 Zone Board Meeting. Dir. Frederick indicated that the section on grievance procedure may not be appropriate as the agency has a formal complaint process so there is not a need for a separate policy. The States Attorney will be asked to review the final two documents and then representatives Weppler and Olson can bring it to the full Commission.

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In regards to CPI training, it was realized that it will not be feasible at this time due to restrictions with current certified trainers not being able to bring that training into our agency and the commitment it would take for a Zone employee to acquire training. Dir. Frederick will consider other options for training to include verbal de-escalation and self defense skills.

A letter was presented to the Board, drafted by Director Frederick, asking for support to submit the letter to the Ward County Commission . The letter asks for permission to have youth cared for in the Morgan Building and recommendations for improvements to that building space and therefore, requesting authorization for those expenditures, in which 3 options were given for a security system.

MOTION:

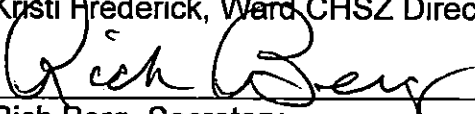
It was moved by Shelly Weppler seconded by Jason Olson and unanimously approved by the Board to provide the recommendation to the Ward County Commission for use of the Morgan Building with approval of the cost of Option 1.

Director Frederick has attended meetings recently and been asked to be on the Board of Directors for the Minot Regional Impact Center (MRIC). This is an organization that discusses the needs of the community that are not being met by the current services that are in place. There was discussion amongst the Board members about the numerous services that currently are available in the community, stating that it should be a recommendation that this agency coordinate and work with those entities providing services. Director Frederick asked for input from the Board as to whether they would approve of her being on the Board of Directors for MRIC and after discussion, it was the conclusion that this could be a conflict of interest. Director Frederick will not accept a position on the Board for the MRIC.

Mtg Adjourned at 8:27.



Kristi Frederick, Ward CHSZ Director



Rich Berg, Secretary

5-16-23

Date