

PACT for Families Collaborative
Putting All Communities Together in the Counties of Kandiyohi, McLeod, Meeker, Renville and Yellow Medicine

Executive Board Meeting Minutes
Prairie Woods Environmental Learning Center
Monday, October 3, 2022

2022 Executive Board Members	Title	Status
MaryJo DeCathelineau (2022 Chair)	Corrections Representative; Kandiyohi County Community Corrections	Absent
Wendell Veurink (2022 Vice Chair)	Mental Health Representative; Greater MN Family Services	Present In-Person
Diane Winter	Public Health Representative; Director, Meeker County Public Health	Present In-Person
Rae Ann Keeler-Aus	Social Services Representative; Director, Yellow Medicine Co. Family Svcs	Present In-Person
William Deterling	Parent Representative; Renville County Resident	Absent
Lori Anderson	Parent Representative; Renville County Resident	Present In-Person
Michelle Mortensen	School Representative; Superintendent, BLHS Public Schools	Absent
Heather Jesseritz	At-Large Representative; Community Services Director, United Community Action Partnership	Present In-Person
Leah Lundgren	At-Large Representative; McLeod County Family Services	Present In-Person

Other Attendees	Title	Status
Rochelle Peterson	Executive Director, PACT for Families Collaborative	Present In-Person
Sandy Hruby	Social Services Supervisor, PACT for Families Collaborative	Present In-Person
Jolene Lambert	Finance & Benefits Coord., PACT for Families Collaborative (Mtg Recorder)	Present In-Person

Meeting called to order by Presiding Officer, Leah Lundgren, at 8:34 a.m.

1. Approval of Proposed Agenda

Jesseritz moved to approve the agenda as presented. Keeler-Aus second. Motion unanimously carried.

2. Approval of Meeting Minutes

Anderson moved to approve the September 2022 meeting minutes as presented. Winter second. Motion unanimously carried.

3. Fiscal

A. Month End Financial Reports

i. Balance Sheet & Income Statement Presentation

The month-ending September 2022 noted a fund balance of 2,458,988.19. Balance sheet and itemized income statement was presented for review, discussion, and approval.

ii. Discretionary Fund Update

The month end Discretionary Fund for September 2022 was presented for review. There was no change from the prior month report. Total year-to-date remains at \$23,200 with a \$100,000 budget.

iii. Investment Holdings Report

Currently PACT has \$1,487,000 through Frandsen Bank, securities offered through LPL Financial and \$551,000 invested with MAGIC administered by PFM Asset Management LLC. Current statements from each were distributed that outlined the investment fund, interest rate, maturity date, purchase price, and estimated value (interest earned) at maturity.

Jesseritz moved to approve the financial reports as presented above. Keeler-Aus second. Motion unanimously carried.

B. Review & Approval of Bills

After review and discussion of payables totaling of \$121,615.39 for September 2022; Winter moved, Jesseritz second to approve bills for September 2022 as presented. Motion unanimously carried.

[Veurink enters meeting at 8:44 a.m.]

C. Audit with the MN Office of State Auditor for 2021

The audit for 2021 has just begun and for obvious reasons will not be concluded by the September 30th federal deadline. Missing this schedule will mean an automatic classification of “high risk” for next fiscal year. Auditors will physically be on site November 2 and 3, 2023.

4. Policy

A. Final Approval on Remote Work Policy

The Remote Worker Policy post-pandemic was updated using the Yellow Medicine County Remote Worker Policy as its model. The final policy was presented for approval to include in the Employee Handbook. Motion by Jesseritz, second by Keeler-Aus to approve the policy as presented and included in the Employee Policy Handbook. Motion unanimously carried.

5. Other

There was a brief discussion on current legislation.

Meeting adjourned at 8:49 a.m. by unanimous consent.

Respectfully Submitted, Jolene Lambert, Recorder

The next scheduled meeting of the PACT for Families Executive Board is on Tuesday, November 1, 2022; 11:30 a.m. in room 2075 of the Kandiyohi County Health and Human Services Building in Willmar.