



Official Proceedings of the Buffalo Bridges Human Service Zone Board – October 3, 2023

At 11:02 a.m., Zone Director, Mandi Freije called the regular meeting (In person and via Teams Meeting) of the Buffalo Bridges Human Service Zone Board to order. Zone Board Members, Tracy Johnk, Allison Swenson, Tom Overn, Gayle Nelson, Levi Taylor, and Shawn Olauson were present. Also present were Jessica Alonge, Wanda Larson, and Shannon Davis.

Overn made a motion, seconded by Olauson, 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.

The new Zone Board member Levi Taylor was introduced to the board. Taylor replaced previous board member Steve Cichos. Taylor will take over the boards that were assigned to Cichos through December 2023, at the January Commission meeting roles will be discussed and assigned. Freije will meet with Taylor to discuss the history of Social Services and explain the zoning. Cichos was the vice chair of the zone board, so nominations were held to elect a new vice chairman. Olauson nominated Nelson, seconded by Overn. Motion was ceased by Overn, seconded by Olauson. Roll was taken and motion carried. Nelson will be the new Vice Chair.

Freije told the board about the meeting in Barnes with State Fiscal Administrator, Jason Coffey. Barnes and Stutsman Auditors also attended this meeting. Zone vehicles and indirect expenses were discussed. Indirect expenses will become a direct expense beginning January 2024. One of the three zone vehicles housed in Barnes will be moved to Stutsman and a new zone vehicle has been approved for the Stutsman office so both offices will have two vehicles. Overn made a motion to move one of Barnes zone vehicles to Stutsman, seconded by Olauson. Roll taken and motion carried.

Freije informed the board that we are forming a remote workers group who will be developing a plan for remote workers. Due to the high percentage of employees who are looking for remote or hybrid positions this is necessary. Many other zones are already offering remote work and Freije will reach out to these zones to see how they are handling remote work. Once the plan is developed it will be brought to the board before implementation.

In other business, Freije told the board that on October 27<sup>th</sup> Buffalo Bridges will be holding an in person all staff meeting to go over in house procedures, changes, and updates. Both offices will be closed for this meeting. Zone board members are welcome to attend.

The November 7, 2023, Zone Board meeting will be held both in person and virtually through Teams.

At 12:05 p.m., Olauson made a motion to adjourn the meeting, seconded by Overn. Motion carried.

ATTEST:

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Mandi Freije, Zone Director

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Gayle Nelson, Secretary