

Pennington County Human Service Committee

Meeting Agenda

May 21, 2019

7:00 am

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Minutes: Review of 04/16/2019 HSC Meeting minutes
- II. Personnel:
 - A. Probationary Action
 - B. Vacancy refill (Child Support unit)
 - C. Fiscal Supervisor search
 - D. Other
- III. General:
 - A. Child Protection Funding
 - B. Emergency General Assistance
 - C. Human Service Committee meeting structure
 - D. Out-of-Home Cost Report
 - E. Month's End Cash Balance
 - F. Other

Section B

- I. Special Case Situations (Social Services)
- II. Income Maintenance Update
- III. Special Case Situations (Public Assistance)
- IV. Payment of Bills

Section C

- I. Dates of Upcoming Committee Meetings:

06/18/2019

7:00 am

07/16/2019

7:00 am

08/20/2019

7:00 am

DRAFT

SECTION A

A regular meeting of the Pennington County Human Service Committee was held at 7:00 am, April 16, 2019 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence
Darryl Tveitbakk
Neil Peterson
Don Jensen
Cody Hempel

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The March 19, 2019 Human Service Committee meeting minutes were electronically posted for review. Noting no corrections or changes, a recommendation was made to forward the minutes to the Consent Agenda.

- II. PERSONNEL:
 - A. Alyssa Knott, Social Worker, submitted her notice of resignation effective 04/19/2019. A recommendation to accept Ms. Knott's resignation was forwarded to the Consent Agenda.
 - B. Shirley Stanina, Office Support Specialist, submitted her notice of retirement effective 06/30/2019. A recommendation accepting Ms. Stanina's retirement was forwarded to the Consent Agenda. On a related note the Director introduced the need to refill the position but will present his recommendations on how to best fill the vacancy soon.
 - C. The Director provided an update on the Lead Eligibility Worker position; reporting that the collective bargaining unit has forwarded a draft MOU supporting the conditions and process.
 - D. Committee members were updated on the ongoing efforts to fill the Mental Health Case Manager Social Worker position.

- III. GENERAL:
 - A. Miranda Solem, Behavioral Health Director, Sanford Health-Thief River Falls, presented information on the CTSS (Children's Therapeutic Services and Supports) program they initiated with the Thief River Falls School District and which is currently operating at Challenger Elementary School. They are currently serving several elementary students with services being provided in the school setting. Sanford is requesting financial support from Pennington County Human Services to help fund ongoing program costs. Upon conclusion of the presentation Committee members indicated that this item would be taken under advisement.
 - B. The 2019 Temporary Confinement (72-hour hold) and CD Assessment Purchase of Service Agreement between this agency and Sanford Behavioral Health was presented for consideration. The daily rate for 72-hour hold hospitalizations are

slated at \$1,386.00/day, a 3% increase over CY2018. The CY2019 CD Assessment rate will remain at \$175.00/assessment. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

- C. The Out-of-Home cost report year-to-date through March 2019 was presented for review.
- D. Month's end cash balance through March 2019 stands at 2,547,429.81.
- E. Committee members were informed that the agency is exploring options for creating access for individuals needing CD Comprehensive Assessments/Rule 25 Assessments, both considering the recent resignation of the agency's Rule 25 assessor and in preparation of the forthcoming changes under the SUD (Substance Use Disorder) initiative. Agency staff will plan to meet with local CD providers to explore ways of addressing these needs.

SECTION B

- I. No social service cases were presented for special case review.
- II. No Income Maintenance cases were presented for Special Case consideration. Kathleen Herring presented the Emergency Assistance report of activity since the last meeting. Ms. Herring also reported that the Income Maintenance open case count stands at 1762.
- III. A listing of bills presented for payment was reviewed. A recommendation for payment of the bills was forwarded to the Consent Agenda.

SECTION C

Be it resolved that the foregoing record is a true and accurate recording of the official actions and recommendations of the Human Service Committee for Pennington County and, as such, constitutes the official minutes thereof.

Chair: _____

Attest: _____

NEXT COMMITTEE MEETING: May 21, 2019 at 7:00am.

DRAFT

Expense	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	YTD	2018	Change
Foster Care	\$ 7,196.74	\$ 3,233.92	\$ 4,614.70	\$ 4,346.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,392.18	\$ 76,918.55	-74.8%
Rule 4	\$ -	\$ 2,396.30	\$ 2,164.40	\$ 2,396.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,957.00	\$ 9,776.90	-28.8%
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,934.00	-100.0%
Rule 5	\$ 4,367.51	\$ 4,420.29	\$ 4,122.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,910.24	\$ -	#DIV/0!
Corrections	\$ 9,815.00	\$ 10,445.00	\$ 8,400.00	\$ 10,662.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,322.00	\$ 96,776.09	-59.4%
Adoption Aid	\$ -	\$ -	\$ -	\$ 2,377.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,377.58	\$ 1,998.00	19.0%
Totals	\$ 21,379.25	\$ 20,495.51	\$ 19,301.54	\$ 19,782.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 80,959.00	\$ 206,403.54	-60.8%

Revenue	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	YTD	2018	Change
Reimburse	\$ 891.17	\$ 923.97	\$ 911.88	\$ 911.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,638.90	\$ 9,997.41	-63.6%
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4E Recovery	\$ -	\$ 174.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 174.00	\$ 174.00	0.0%
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Totals	\$ 891.17	\$ 1,097.97	\$ 911.88	\$ 911.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,812.90	\$ 8,430.89	-54.8%

Net Expense	\$ 20,488.08	\$ 19,397.54	\$ 18,389.66	\$ 18,870.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,146.10	\$ 197,972.65	-61.0%
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2018 Totals	\$ 35,448.65	\$ 63,270.36	\$ 61,788.82	\$ 36,195.34	\$ 23,845.12	\$ 17,949.84	\$ 10,692.30	\$ 21,618.95	\$ 19,223.33	\$ 12,548.84	\$ 20,673.42	\$ 25,247.10			
YTD Change	\$ (14,960.57)	\$ (58,833.39)	\$ (102,232.55)	\$ (119,557.07)	\$ (143,402.19)	\$ (161,352.03)	\$ (172,044.33)	\$ (193,663.28)	\$ (212,886.61)	\$ (225,435.45)	\$ (246,108.87)	\$ (271,355.97)			

Expense	2018 January	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2018 November	2018 December	YTD
Foster Care	\$ 20,422.62	\$ 21,938.13	\$ 16,419.01	\$ 18,138.79	\$ 15,188.92	\$ 17,235.44	\$ 10,243.67	\$ 9,966.44	\$ 15,224.34	\$ 10,223.73	\$ 11,520.88	\$ 6,809.05	\$ 173,331.02
Rule 4	\$ 2,310.43	\$ 2,343.60	\$ 2,116.80	\$ 3,006.07	\$ 2,909.1	\$ 4,149.04	\$ 2,909.1	\$ 3,138.44	\$ 2,398.04	\$ -	\$ 2,361.89	\$ 2,285.7	\$ 29,928.21
Rule 8	\$ -	\$ 18,528.00	\$ 2,406.00	\$ -	\$ -	\$ 597	\$ -	\$ 995	\$ 995	\$ 995	\$ -	\$ 1,194	\$ 26,181.04
Rule 5	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,012.2	\$ 3,012.20
Corrections	\$ 13,041.00	\$ 23,798.00	\$ 43,146.09	\$ 16,791	\$ 17,470	\$ 15,818	\$ 8,900	\$ 9,402	\$ 2,406	\$ 2,724	\$ 11,732.16	\$ 13,090	\$ 178,318.25
Adoption Aid	\$ 1,998.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 1,998.00
Totals	\$ 37,772.05	\$ 66,607.73	\$ 64,087.90	\$ 37,935.86	\$ 35,568.02	\$ 37,799.48	\$ 22,052.77	\$ 23,501.88	\$ 21,023.38	\$ 13,942.73	\$ 25,614.93	\$ 26,390.95	\$ 412,768.72
Revenue	2018 January	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2018 November	2018 December	YTD
Reimburse	\$ 2,794.44	\$ 3,163.37	\$ 2,299.08	\$ 1,740.52	\$ 977.90	\$ 1,225.64	\$ 2,006.47	\$ 1,882.93	\$ 1,800.05	\$ 1,393.89	\$ 554.51	\$ 1,143.85	\$ 20,982.65
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4E Recovery	\$ -	\$ 174.00	\$ -	\$ -	\$ 10,745.00	\$ -	\$ 9,354.00	\$ -	\$ -	\$ 4,387.00	\$ -	\$ -	\$ 24,660.00
NFC Sewettlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,624.00	\$ -	\$ -	\$ -	\$ -	\$ 201.00	\$ -	\$ 18,825.00
Totals	\$ 2,794.44	\$ 3,337.37	\$ 2,299.08	\$ 1,740.52	\$ 11,722.90	\$ 19,849.64	\$ 11,360.47	\$ 1,882.93	\$ 1,800.05	\$ 1,393.89	\$ 4,941.51	\$ 1,344.85	\$ 64,467.65
Net Expense	\$ 34,977.61	\$ 63,270.36	\$ 61,788.82	\$ 36,195.34	\$ 23,845.12	\$ 17,949.84	\$ 10,692.30	\$ 21,618.95	\$ 19,223.33	\$ 12,548.84	\$ 20,673.42	\$ 25,046.10	\$ 348,301.07

**Pennington County Human Services
 Emergency Assistance/Emergency General Assistance
 Emergency Requests Related to Potential Evictions/Housing and Utilities
 April-19**

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157517	4/18/2019	1054951	electric	3 adults: 1 full time, 1 3/4 time, 1 unemployed, and child support	4	\$750 past due electric to prevent disconnect.	EA Approved - \$750	4/18/2019
TOTAL						EA	\$750.00	
						EGA	\$0.00	

Denials								
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157517	4/15/2019	925535	electric	2 adults: unemployed	0	\$600	EGA Denied. Not cost-effective. ICCC was able to meet this need.	4/15/2019
X157535	4/30/2019	899223	unknown	1 adult: part time	1	unknown	EGA Denied. No Emergency.	5/3/2019
X157535	4/29/2019	943898	electric	1 adult: part time	1	\$1,600 past due electric to prevent disconnect.	EA Denied. Client not in compliance with MFIP.	5/3/2019

Human Service's Month End Balance

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	929,075.49	1,197,979.30	1,389,512.16	1,271,780.24	1,417,880.34	1,647,300.14	1,814,014.90	2,182,630.66	2,271,729.26	2,772,063.80
February	903,465.27	1,157,578.43	1,331,478.96	1,198,866.83	1,307,072.82	1,618,976.04	1,801,985.24	2,138,616.83	2,176,762.19	2,732,919.27
March	810,094.43	1,096,732.38	1,165,062.80	1,062,709.62	1,159,500.45	1,375,360.09	1,655,070.89	1,800,227.71	1,844,672.30	2,547,429.81
April	506,305.55	825,804.92	819,532.72	808,225.65	930,693.70	1,088,964.93	1,347,248.60	1,539,707.40	1,525,256.03	2,361,226.50
May	447,916.22	768,561.39	678,196.10	552,664.08	693,604.86	961,748.47	1,294,231.42	1,426,858.37	1,528,544.15	
June	1,253,180.74	1,615,579.53	1,560,001.28	336,353.50	1,534,085.80	1,932,135.73	2,330,176.40	2,576,374.42	2,692,513.93	
July	1,327,951.41	1,313,679.13	1,659,331.53	1,693,689.91	1,538,687.96	2,047,715.90	2,367,725.88	2,650,496.79	2,874,408.12	
August	1,312,090.88	1,599,387.92	1,694,786.46	1,636,358.00	1,483,015.19	2,097,897.09	2,427,610.70	2,600,332.14	2,749,859.99	
September	1,094,067.41	1,349,316.27	1,431,613.15	1,468,683.30	1,236,816.55	1,844,296.27	2,121,578.06	2,362,913.96	2,518,750.84	
October	954,484.86	1,188,529.69	1,116,275.87	1,174,910.46	919,650.64	1,492,630.60	1,866,987.16	2,133,041.74	2,198,557.64	
November	1,422,560.89	1,732,295.38	877,736.63	1,756,882.42	1,900,971.24	2,213,985.52	2,638,930.35	2,642,643.71	3,070,756.97	
December	1,377,405.92	1,588,551.10	1,485,681.91	1,678,723.86	1,833,528.58	2,083,484.81	2,395,704.36	2,513,770.14	2,970,003.64	