

Pennington County Human Service Committee

Meeting Agenda

August 18, 2020

7:00 am

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Minutes: Review of 07/21/2020 HSC Meeting Minutes
- II. Personnel:
 - A. Hiring updates
- III. General:
 - A. Update on CaseWorks, An EDMS (Electronic Data Management system).
 - B. Agency Budget
 - C. Update on the Revenue Process
 - D. Case Management Cost and Wage Survey
 - E. Telecommute Policy
 - F. Out-of-Home Cost Report
 - G. Month's End Cash Balance
 - H. 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:

08/18/2020
7:00 am

09/15/2020
7:00 am

10/20 f/2020
7:00 am

A regular meeting of the Pennington County Human Service Committee was held at 7:00 am, July 21, 2020, at the Pennington County Justice Center.

COMMITTEE MEMBERS PRESENT:

Darryl Tveitbakk
Don Jensen
Neil Peterson
Bruce Lawrence
Cody Hempel

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director
Maureen Monson
Charles Lundgren
Tammy Johnson

SECTION A

I. MINUTES:

- A. The June 16, 2020, 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. The Director announced the resignation of Brock Jenkins, Eligibility Worker, effective 07/10/2020. Upon conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.

III. GENERAL:

- A. The Director presented an update on CaseWorks, an EDMS (electronic data management system).
- B. The Director presented an update on Response to COVID- 19.
- C. Charles Lundgren presented an update on the Agency Budget.
- D. The Director presented an update on the Child Welfare opiate allocation-agency plan.
- E. The Director presented the Child Safety and Permanency and Self-Support Index Performance Report. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- F. The Out-Of-Home cost Report through June 2020 was presented for Review.
- G. Month's end cash balance for June 2020 stand at \$ 4,095,797.92.

SECTION B

- I. No Social Service cases were presented for special case review.

- II. The Director presented the Emergency Assistance/Emergency General Assistance March 2020 report of activity. The Director also reported the Income Maintenance open case count stands at 1,822.
- III. No Income Maintenance cases were presented for special case consideration.
- IV. 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: August 1, 2020, at 7:00 a.m.

Expense	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	YTD	YTD 2019	Change
Foster Care	\$ 4,639.68	\$ 4,162.68	\$ 5,005.10	\$ 5,350.84	\$ 4,114.20	\$ 5,471.86	\$ 5,964.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,708.76	\$ 32,779.53	5.9%
Rule 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,957.00	-100.0%
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 597.00	-100.0%
Rule 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,922.56	-100.0%
Corrections	\$ 19,148.00	\$ 20,665.00	\$ 15,160.00	\$ 13,599.00	\$ 22,710.00	\$ 22,924.00	\$ 19,878.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 134,084.00	\$ 77,473.00	73.1%
Adoption Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,731.58	-100.0%
Totals	\$ 23,787.68	\$ 24,827.68	\$ 20,165.10	\$ 18,949.84	\$ 26,824.20	\$ 28,395.86	\$ 25,842.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,792.76	\$ 143,460.67	17.7%

Revenue	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	YTD	YTD 2019	Change
Reimburse	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,280.78	-100.0%
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4E Recovery	\$ -	\$ -	\$ 262.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262.00	\$ 7,222.00	-96.4%
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Totals	\$ -	\$ -	\$ 262.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262.00	\$ 13,502.78	-98.1%

Net Expense	\$ 23,787.68	\$ 24,827.68	\$ 19,903.10	\$ 18,949.84	\$ 26,824.20	\$ 28,395.86	\$ 25,842.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 168,530.76	\$ 129,957.89	29.7%
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2019 Totals	\$ 20,488.08	\$ 14,398.54	\$ 18,389.66	\$ 18,870.82	\$ 18,361.32	\$ 20,815.17	\$ 18,634.30	\$ 13,204.44	\$ 10,724.29	\$ 13,159.48	\$ 18,162.97	\$ 17,534.65			
YTD Change	\$ 3,299.60	\$ 13,728.74	\$ 15,242.18	\$ 15,321.20	\$ 23,784.08	\$ 31,364.77	\$ 38,572.87	\$ 25,368.43	\$ 14,644.14	\$ 1,484.66	\$ (16,678.31)	\$ (34,212.96)			

Expense	2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	YTD
Foster Care	\$ 7,196.74	\$ 3,233.92	\$ 4,614.70	\$ 4,346.82	\$ 4,591.2	\$ 5,498.49	\$ 3,297.66	\$ 6,121.44	\$ 3,242.29	\$ 4,301.48	\$ 3,225.97	\$ 4,967.65	\$ 54,638.36
Rule 4	\$ -	\$ 2,396.30	\$ 2,164.40	\$ 2,396.3	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,957.00
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ 597	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 597.00
Rule 5	\$ 4,367.51	\$ 4,420.29	\$ 4,122.4	\$ -	\$ 0	\$ 1,030.68	\$ 8,981.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,922.56
Corrections	\$ 9,815.00	\$ 10,445.00	\$ 8,400.00	\$ 10,662	\$ 15,295	\$ 14,796	\$ 8,060	\$ 8,502	\$ 7,482	\$ 9,002	\$ 14,937	\$ 14,054	\$ 131,450.00
Adoption Aid	\$ -	\$ -	\$ -	\$ 2,377.58	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 2,731.58
Totals	\$ 21,379.25	\$ 20,495.51	\$ 19,301.54	\$ 19,782.70	\$ 20,483.20	\$ 21,679.17	\$ 20,339.30	\$ 14,623.44	\$ 10,724.29	\$ 13,303.48	\$ 18,162.97	\$ 19,021.65	\$ 219,296.50
Revenue	2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	YTD
Reimburse	\$ 891.17	\$ 923.97	\$ 911.88	\$ 911.88	\$ 72.88	\$ 864.00	\$ 1,705.00	\$ -	\$ -	\$ 144.00	\$ -	\$ -	\$ 6,424.78
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4E Recovery	\$ -	\$ 5,173.00	\$ -	\$ -	\$ 2,049.00	\$ -	\$ 1,419.00	\$ -	\$ -	\$ -	\$ -	\$ 1,487.00	\$ 10,128.00
NFC Sewettlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 891.17	\$ 6,096.97	\$ 911.88	\$ 911.88	\$ 2,121.88	\$ 864.00	\$ 1,705.00	\$ 1,419.00	\$ -	\$ 144.00	\$ -	\$ 1,487.00	\$ 16,552.78
Net Expense	\$ 20,488.08	\$ 14,398.54	\$ 18,389.66	\$ 18,870.82	\$ 18,361.32	\$ 20,815.17	\$ 18,634.30	\$ 13,204.44	\$ 10,724.29	\$ 13,159.48	\$ 18,162.97	\$ 17,534.65	\$ 202,743.72

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