

Pennington County Human Service Committee

Meeting Agenda

January 21, 2020

12:00 pm

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Minutes: Review of 12/17/2019 HSC Meeting Minutes
- II. Personnel:
 - A. Probationary Actions
- III. General:
 - A. Sanford Behavioral Contracts
 - B. Out-of-Home Cost Report
 - C. Month's End Cash Balance
 - D. 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:

02/18/2020

12:00 pm

03/24/2020

7:00 am

04/21/2020

7:00 am

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, December 16, 2019, at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence
Cody Hempel
Don Jensen
Neil Peterson
Darryl Tveitbakk- By phone

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director
Scott Sommers
Maureen Monson
Charles Lundgren

SECTION A

I. MINUTES:

- A. The November 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. Maureen Monson, Social Services Supervisor is scheduled to complete probation on 01/08/2020. Maureen is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Monson be granted permanent status upon completion of the 6-month period. Upon conclusion of this presentation a recommendation was made to forward this item to the Consent Agenda.
- B. Jason Thompson, Lead Eligibility Position is scheduled to complete probation on 12/10/2019. Jason is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Mr. Thompson be granted permanent status upon completion of the 6-month period. Upon conclusion of this presentation a recommendation was made to forward this item to the Consent Agenda.

III. GENERAL:

- A. The CY 2020 Tri-Valley Transportation Business Contract between Tri-Valley Opportunity Council and this agency was presented for consideration. This contract establishes rates and operation schedules for local transportation provided by the Tri-Valley Transportation Bus Service. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

- B. The CY 2020 Pennington County Family Services/Children’s Mental Health Collaborative Supportive Services Agreement with Northwestern Mental Health Center, Inc. was presented for consideration. Pennington County will serve as fiscal host for this agreement and costs will be paid through collaborative funds. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- C. The Director informed Committee members of recent discussions with Sanford Health regarding the CY 2020 Behavioral Health (Community-Based Services/Residential/Temporary Confinement and CD Assessment) services. The Director also requested extensions of the current CY 2019 service agreements until new agreements are established. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- D. Agency Long Term Care Social Workers presented to the committee information on their roles and responsibilities that they fulfill in serving the elderly in Pennington County.
- E. The Out-of-Home Cost Report through November 2019 was presented for Review.
- F. Month’s end cash balance for November 2019 stand at \$3,860,836.73.

SECTION B

- I. No Social Service cases were presented for special case review.
- II. The Director presented the Emergency Assistance/Emergency General Assistance November 2019 report of activity. The Director also reported the Income Maintenance open case count stands at 1,763.
- 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: January 21, 2020, at 12:00 p.m.

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	2,327,158.79
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	3,462,928.17
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	3,554,336.75
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	3,531,954.80
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	3,294,188.08
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	3,270,530.55
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	3,860,836.73
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	3,606,171.73

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	\$ 4,591.20	\$ 5,498.49	\$ 3,297.66	\$ 6,121.44	\$ 3,242.29	\$ 4,301.48	\$ 3,225.97	\$ 4,967.65	\$ 54,638.36	\$ 173,331.02	-68.5%	
Rule 4	\$ -	\$ 2,396.30	\$ 2,164.40	\$ 2,396.30	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,957.00	\$ 29,928.21	-76.8%	
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ 597.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 597.00	\$ 26,181.04	-97.7%	
Rule 5	\$ 4,367.51	\$ 4,420.29	\$ 4,122.44	\$ -	\$ -	\$ 1,030.68	\$ 8,981.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,922.56	\$ 3,012.20	661.0%	
Corrections	\$ 9,815.00	\$ 10,445.00	\$ 8,400.00	\$ 10,662.00	\$ 15,295.00	\$ 14,796.00	\$ 8,060.00	\$ 8,502.00	\$ 7,482.00	\$ 9,002.00	\$ 14,937.00	\$ 14,054.00	\$ 131,450.00	\$ 178,318.25	-26.3%	
Adoption Aid	\$ -	\$ -	\$ -	\$ 2,377.58	\$ -	\$ 354.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,731.58	\$ 1,998.00	36.7%
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	\$ 412,768.72	-46.9%	

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	\$ 72.88	\$ 864.00	\$ 1,705.00	\$ -	\$ -	\$ 144.00	\$ -	\$ -	\$ 6,424.78	\$ 20,982.65	-69.4%
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4E Recovery	\$ -	\$ 5,173.00	\$ -	\$ -	\$ 2,049.00	\$ -	\$ -	\$ 1,419.00	\$ -	\$ -	\$ -	\$ 1,487.00	\$ 10,128.00	\$ 24,660.00	-58.9%
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,825.00	-
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	\$ 64,467.65	-74.3%

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	\$ 348,301.07	-41.8%
--------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	---------------------	----------------------	----------------------	---------------

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)	\$ (63,832.39)	\$ (107,231.55)	\$ (124,556.07)	\$ (130,039.87)	\$ (127,174.54)	\$ (119,232.54)	\$ (127,647.05)	\$ (136,146.09)	\$ (135,535.45)	\$ (138,045.90)	\$ (145,758.35)			

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
December-19**

Approvals								
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157554	12/10/2019	559312	Housing	1 adult: employed part time. MFIP	2	\$749.46 to prevent eviction.	Approved EA.	12/12/2019
x157517	12/23/2019	701665	Elect Bill	1 adult; receiving Workmen's Comp: \$1,400 and CS monies: \$650.00	1	\$750 to help with overdue elect bill; client will pay remainder amount of: \$796.65	Approved EA.	12/24/2019
						EA	\$1,499.46	
						EGA	\$0.00	

TOTAL

Denials								
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157540	11/12/2019	1469634	Unknown	1 adult: on leave from FT job	3	Unknown	Denied EA - client withdrew	12/2/2019
X157540	12/4/2019	1755834	Unknown	1 adult: unemployed	0	Unknown	Denied EGA - no verified emergency + not cost eff.	12/5/2019
X157540	12/10/2019	177649	Heat/Furnace	1 adult: unemployed	0	Unknown	Denied EGA - not cost eff.	12/11/2019
X157540	12/16/2019	2349269	None	1 adult: employed	0	None	Denied EGA - no emergency	12/16/2019
X157540	11/22/2019	2339178	Rent	2 adults: 1 employed, 1 unemployed	1	Unknown	Denied EA - no verified emergency	12/23/2019

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
January - December 2019

		Approval Totals per Month											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
EA		\$1,122.62	\$0.00	\$0.00	\$750.00	\$1,195.00	\$2,305.66	\$2,223.22	\$0.00	\$1,736.43	\$0.00	\$508.00	\$1,499.46
	Cumulative Total	\$1,122.62	\$1,122.62	\$1,872.62	\$3,067.62	\$5,373.28	\$7,596.50	\$7,596.50	\$7,596.50	\$9,332.93	\$9,332.93	\$9,840.93	\$11,340.39
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
EGA		\$596.00	\$0.00	\$0.00	\$0.00	\$0.00	\$540.00	\$912.32	\$244.70	\$0.00	\$0.00	\$0.00	\$0.00
	Cumulative Total	\$596.00	\$596.00	\$596.00	\$596.00	\$596.00	\$1,136.00	\$2,048.32	\$2,293.02	\$2,293.02	\$2,293.02	\$2,293.02	\$2,293.02

**Pennington County Human Services
Income Maintenance Unit
Active Cases by Program
Dec-19**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	40	102	34	68	Minnesota Family Investment Program
DWP	5	14	6	8	Diversionary Work Program
GA	44	44	44	0	General Assistance
GRH	47	47	47	0	Group Residential Housing
MSA	57	58	58	0	Minnesota Supplement Aid
EA	3	8	3	5	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	196	273	192	81	

Food				
SNAP	479	797	534	263
TOTAL	479			Supplemental Nutrition Assistance Program

Health Care					
MA (MAXIS)	509	519	435	84	Medical Assistance
IMD	6	6	6	0	Institute for Mental Disease
QMB	232	232	232	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	64	68	68	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	17	19	19	0	QI-1 (Medicare Savings Program)
MA (METS/MNSure)	761	1,519	--	--	Medical Assistance (as of 1/3/2020).
MCRE (METS)	38	61	--	--	MinnesotaCare (as of 1/3/2020).
TOTAL	1,627	2,424	760	84	

TOTAL ACTIVE PROGRAMS:	2,302
TOTAL ACTIVE CASES:	1,741

**Pennington County Human Services
Income Maintenance Unit
2019 Active Cases by Program**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cash												
MFIP	37	37	38	37	39	41	45	39	43	46	43	40
DWP	11	11	8	9	7	8	4	4	6	9	5	5
GA	44	41	39	38	38	38	34	39	36	40	43	44
GRH	56	58	56	54	47	52	51	53	52	50	50	47
MSA	62	63	67	67	65	64	66	62	61	63	60	57
EA	2	0	0	1	2	4	3	0	3	0	1	3
EGA	1	0	0	0	0	1	1	2	0	0	0	0
TOTAL	213	210	208	206	198	208	204	199	201	208	202	196

Food												
SNAP	488	495	501	491	483	460	446	434	458	465	477	479
TOTAL	488	495	501	491	483	460	446	434	458	465	477	479

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Health Care												
MA (MAXIS)	538	519	519	521	521	522	519	513	509	505	502	509
IMD	6	6	6	7	5	5	5	5	5	5	6	6
QMB	242	236	243	242	238	239	241	239	237	233	232	232
SLMB	70	70	65	63	70	70	72	65	65	63	62	64
QI-1	12	13	12	12	11	11	14	16	15	17	17	17
MA (METS/MNsure)	785	792	785	784	787	781	773	770	776	786	774	761
MCRE (METS)	23	27	29	30	27	25	51	52	53	53	49	38
TOTAL	1,676	1,663	1,659	1,659	1,659	1,653	1,675	1,660	1,660	1,662	1,642	1,627

Total Active Programs	2,377	2,368	2,368	2,356	2,340	2,321	2,325	2,293	2,319	2,335	2,321	2,302
------------------------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------

Total Active Cases	1,730	1,753	1,762	1,744	1,737	1,725	1,724	1,721	1,750	1,767	1,763	1,741
---------------------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------