

Pennington County Human Service Committee

Meeting Agenda

March 19, 2024

12:00 pm

Members Present

_____ Roy Sourdif

_____ Seth Nelson

_____ Dave Sorenson

_____ Neil Peterson

_____ Bruce Lawrence

Section A

- I. Minutes: Review of 02/20/2024 HSC Meeting Minutes
- II. Personnel:
 - A. Update on Disability Social Worker Position
 - B. Update on Mental Health Social Worker Position
 - C. Update on Child Support Worker Position
 - D. Probation Complete
- III. General:
 - A. To approve the contract with Garden Valley on Installation and professional monitoring of a panic wireless system for the 3rd floor at the Government Center.
 - B. Update on White Noise System and Intercom System for the 3rd floor at the Government Center.
 - C. Out-of-Home Cost Report
 - D. Month's End Cash Balance
 - E. 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:

04/16/2024

12:00 pm

05/21/2024

12:00 pm

06/18/24

12:00 pm

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, February 20, 2024, at the Pennington County Justice Center.

COMMITTEE MEMBERS PRESENT:

Neil Peterson
Seth Nelson
Bruce Lawrence
Dave Sorenson

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director
Elizabeth Gerhart
Stacy Anderson
Mitch Anderson

SECTION A

I. MINUTES:

The January 16, 2024, 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 presented an update on the Social Work/Disability Position.
- B. The Director announced that Taylor Berberich has been hired to fill the Child Protection Social Work Position. Ms. Taylor starts her employment on February 28, 2024. Upon Conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.
- C. The Director announced that Julie Fox has been hired to fill the Elderly Waiver Social Work Position. Ms. Fox starts her employment sometime in April 2024. Upon conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.
- D. The Director announced that Amber Keefe has been hired to fill the Family Based Services Provider Worker Position. Ms. Keefe starts her employment on March 25, 2024. Upon conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.
- E. The Director announced that Joanna Dyrdal has transferred to fill the Eligibility Worker Position. Joanna starts her new position April 2024. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- F. The Director presented a request to post, interview and hire for the Office Support Specialist Worker Position vacancy. Recommendation was made to forward this item to the Consent Agenda.

III. GENERAL:

- A. The Director presented information and informed committee members of the need to renew the agency's Equal Employment Opportunity and Affirmative Action guidelines. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

- B. The Director presented for approval the updated Pennington County Pre-Petition Screening Team list of authorized screeners. Individuals recommended for appointment as screeners to conduct investigations pursuant to judicial commitments chemical dependency, mentally ill or intellectually disabled.
- C.

Julie Sjostrand	Human Services
Judy Graff	Human Services
Elizabeth Gerhart	Human Services
Mitch Anderson	Human Services
Marcie Wallace	Human Services
Janelle Martin	Human Services
Josh Hanson	Human Services
Seth Vetteson	County Sheriff
Melissa Larson	County Sheriff
Brittany Bimler	Sanford
Kayla Jore	Public Health
- D. The Out-of-Home Cost Report through January 2024 was presented for Review.
- E. The month's end cash balance January 2024 stands at \$ 4,368,802.80.

SECTION B

- I. No Social Service cases were presented for special case review.
- II. Tammy Johnson, Financial Assistant Supervisor presented the Emergency Assistance/Emergency General Assistance January 2024 report of activity. She reported the Income Maintenance open case count stands at 2082.
- 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 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: March 19, 2024, at 12:00 p.m.



Customer Service: 218-687-5251 | 800-448-8260

Administrative Office: 218-687-2400

www.gvtel.com |

206 Vance Ave. S. | PO Box 259 | Erskine, MN 56535

Timothy Brinkman | CEO / General Manager

An Equal Opportunity Provider and Employer

COST ESTIMATE

INSTALL LOCATION: *Pennington County HS*
CONTACT PERSON: *Julie*
CONTACT PHONE NUMBER: *218-681-2880 ext. 227*
INSTALL ADDRESS: *101 Main Ave N, Thief River Falls MN 56701*

SELLER NAME: *Garden Valley Technologies*
CONTACT PERSON: *Andy Knott, Service Supervisor*
SELLER PHONE NUMBER: *218-687-5251 Ext. 400*
SELLER ADDRESS: *PO Box 259, Erskine MN 56535-0259*

WORK ORDER: *506-23283*

Installation and testing of a monitored panic system with (6) wireless panic buttons and professional monitoring.

- 1 - L5200 Panel
- 6 - Panic/Emergency Buttons
- 1 - LTE Cell Communicator
- Miscellaneous Materials

Total Installed Purchase Price **\$1,425.50**
Excludes Applicable Taxes

Professional WHI Security Monitoring **\$22.95/Mo.**

Signature

Date

This cost estimate is good from November 28, 2023, through December 28, 2023, and is subject to revision on any subsequent purchase date.

Innovate > Advance > Connect

Arlene Novak | President | District 3 **Allen Paulson** | Secretary | District 7
James Ferden | Vice President | District 4 **Lee Hoas** | Treasurer | District 2

Byron Ness | Director | District 1 **Larry Djernes** | Director | District 6
Casey Holland | Director | District 5 **Jim DeVries** | Director | District 8
Ron Kiesow | Director | District 9

Garden Valley Telephone Company d/b/a Garden Valley Technologies

VIKING



K-1500P-W
Ash / Red

K-1500P-D
Ash / Red



Handsfree Door Box

*Use Dial-less Phones for Ringdown,
Courtesy or Emergency Applications*

K-1500P Features:

- Built in volume adjustable ringer
- No dial pad
- Hearing aid compatible amplified handset with volume control
- Available in two colors: red or ash
- Optional VE-9x12 or VE-9x20 weatherproof box available (DOD# 413)

The K-1500P-D (desk) and K-1500P-W (wall) phones feature a standard wall or desk configuration with a built-in ringer. Both are available in red or ash color. The K-1500P-D or K-1500P-W can be used on an analog PABX station port or standard C.O. line to receive calls. It can also be used with a dedicated ringdown circuit, such as Viking's DLE-200B, to provide cost effective point-to-point communications.

VIKING



**W-1000/
W-1000-EWP**
Flush Mount
Black Powder
Painted Aluminum



**W-2000A/
W-2000A-EWP**
Surface Mount Light
Grey UV Stable
Plastic Chassis



**W-3000/
W-3000-EWP**
Flush Mount
Brushed 316
Stainless Steel



Handsfree Door Box

***Answer Your Door or Gate from the Safety of
Any Phone in Your Home or Business***

W-1000 Features:

- Vandal resistant 12 gauge louvered aluminum
- Weather resistant black textured powder paint
- UV stable white silk screened graphics
- Marine grade 316 stainless steel screws and push button switch
- Blue call progress / night light LED
- High output speaker amplifier with volume adjustment
- Selectable number of rings (2, 3, 10 or 30)

The W-Series handsfree doorboxes are available in three different chassis configurations. The W-1000 has an aluminum faceplate with black textured powder paint and call progress LED. The W-2000A provides a surface mount light grey UV stable plastic chassis. The W-3000 provides an attractive vandal resistant stainless steel faceplate and call progress LED. The W-Series are designed to interface directly with an unused analog telephone line input of phone system. One or two doorboxes can also share an existing phone line when used with a C-1000B doorbox controller. When the "Call" button is pressed, the doorbox generates a standard or custom ring cadence of an adjustable number of rings. For noisy environments, the doorbox's new louder speaker output and "Push-to-Talk" feature can be used.



GARDEN VALLEY
TECHNOLOGIES

Innovate > Advance > Connect

Dual-Way Interphone

Features:

- Auto dual-way intercommunication without pressing any button
- Anti-interference and noise-free function
- Dual-way audio record output
- Aluminum alloy material

Includes:

- Dual-way counter interphone
- External speaker
- Charger

Ideal for banks, hospitals, and government agencies, anywhere guard glass is installed.

SoundMasking™ Speaker



Valcom's Spot SoundMasking™ Speaker allows you to create a curtain of audible noise that aids in masking conversations that can be easily overheard. Our Spot SoundMasking Speaker is an inexpensive approach for healthcare facilities, government agencies, financial institutions, clergy, counselors, human resources and attorneys. The speaker is easily installed and works as both sound source and amplifier, so no additional equipment is necessary.

The Spot SoundMasking Speaker is separate from your overall communication system, so when a page is required, the sound coming from the speaker isn't interrupted, and helps you remain compliant with the HIPPA in healthcare settings and uphold confidentiality in office settings.

Accessories



Trim Bar
(10 Per Pack)
V-TBAR



Built-in white noise
masking source and
amplifier

Spot SoundMasking™ Speaker

2-foot x 2-foot Lay-In V-9422

Colors: White (Paintable), Custom Colors -CC

Pennington County Human Services
 Out Of Home Placement Costs
 Year Ending December 31, 2024 & 2023

SS

SS

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	YTD	YTD 2023	Change
Expense															
Foster Care	12,411.66	15,695.88	-	-	-	-	-	-	-	-	-	-	28,107.54	23,390.55	20.2%
Rule 4	-	1,103.60	-	-	-	-	-	-	-	-	-	-	1,103.60	6,014.00	-81.6%
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 5	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Corrections	48,314.86	46,385.58	-	-	-	-	-	-	-	-	-	-	94,700.44	30,824.97	207.2%
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	60,726.52	63,185.06	-	-	-	-	-	-	-	-	-	-	123,911.58	60,229.52	105.7%
Revenue															
Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MH Recovery	5,579.46	-	-	-	-	-	-	-	-	-	-	-	5,579.46	23,977.98	-76.7%
4E Recovery	-	13,306.00	-	-	-	-	-	-	-	-	-	-	13,306.00	45,094.00	-70.5%
NFC Settlement	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	5,579.46	13,306.00	-	-	-	-	-	-	-	-	-	-	18,885.46	69,071.98	-72.7%
Net Expense	55,147.06	49,879.06	-	-	-	-	-	-	-	-	-	-	105,026.12	(8,842.46)	-1287.75%

2022 Totals	25,994.07	(34,836.53)	87,325.57	63,931.67	63,910.59	40,026.36	70,206.95	71,845.65	58,412.48	71,558.12	32,591.87	26,752.20
YTD Change	29,152.99	113,868.58	26,543.01	(37,388.66)	(101,299.25)	(141,325.61)	(211,532.56)	(283,378.21)	(341,790.69)	(413,348.81)	(445,940.68)	(472,692.88)

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD
Expense													
Foster Care	9,815.41	13,575.14	15,388.17	18,997.49	21,237.43	12,989.22	11,483.69	28,148.31	22,372.08	18,795.19	10,434.08	9,662.59	192,898.80
Rule 4	1,271.00	4,743.00	7,162.00	10,793.00	7,338.00	6,479.00	7,576.46	11,316.00	9,957.20	6,270.00	1,672.00	3,239.60	77,817.26
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 5	-	-	-	-	-	-	-	-	-	-	-	-	-
Corrections	30,824.97	-	71,976.09	39,335.23	42,180.16	35,769.29	59,297.51	59,630.53	33,170.77	53,191.93	48,434.79	29,162.00	502,973.27
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	41,911.38	18,318.14	94,526.26	69,125.72	70,755.59	55,237.51	78,357.66	99,094.84	65,500.05	78,257.12	60,540.87	42,064.19	773,689.33
Revenue													
Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-
MH Recovery	15,917.31	8,060.67	7,200.69	5,194.05	-	15,211.15	8,150.71	6,733.19	7,087.57	6,699.00	(10.00)	15,311.99	95,556.33
4E Recovery	-	45,094.00	-	-	6,845.00	-	-	18,694.00	-	-	27,959.00	-	98,592.00
NFC Settlement	-	-	-	-	-	-	-	1,822.00	-	-	-	-	1,822.00
Totals	15,917.31	53,154.67	7,200.69	5,194.05	6,845.00	15,211.15	8,150.71	27,249.19	7,087.57	6,699.00	27,949.00	15,311.99	195,970.33
Net Expense	25,994.07	(34,836.53)	87,325.57	63,931.67	63,910.59	40,026.36	70,206.95	71,845.65	58,412.48	71,558.12	32,591.87	26,752.20	577,719.00

1035.4
1054
1035.4
149.1
149.1
149.1
520.95
1257.67
520.95
1315.64
1146.38

67.95
745.5
78.69
745.5
67.95
745.5
952
935.2
935.2
194.3
334.11
309.05
1236.2
1336.44
1135.96
1188.32
36.98
369.8

314.76
1035.4
1035.4
1054
271.8
271.8
81.14
1176.53
1368.65

1479.63
1146.38
1230.76

1020
1002
1002
1217.1
1431.9
1324.5
84.88
1109.4
1273.2
358.53
259.02
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259.02

Gasoline Additive Project

The Minnesota Pollution Control Agency (MPCA) is beginning work to address nearly 5,000 sites that contained leaded gasoline tanks. These are sites with reported groundwater contamination as a result of tank leakage.

What are gasoline additives?

The focus of this project is on the leaded gasoline additives Ethylene dibromide (EDB) and 1, 2-dichloroethane (1, 2-DCA). These fuel additives were phased out in the late 1980s. Even though these compounds have not been used in gasoline for over 30 years, these compounds may persist in the environment and impact drinking water supplies for long periods of time.

Why is this project being conducted?

New information from the Minnesota Department of Health (MDH) about drinking water, advancements in risk assessment and the ability to detect contamination at lower levels has necessitated additional assessment at these sites. The MPCA previously assessed and closed these sites using risk assessment information valid at that time.

What sites will be evaluated?

The MPCA will assess sites with known or suspected groundwater contamination reported prior to 2000. Drinking water wells within 1500 feet of these sites will be evaluated for risk and may be sampled.

Why is there concern?

What are the health concerns from 1,2-DCA and EDB in drinking water?

Studies reveal that both 1,2-DCA and EDB can cause cancer in laboratory animals. Exposures to these chemicals above guidance values in drinking water for extended periods of time may increase the risk for developing certain types of cancers in people.

Are there levels of 1,2-DCA and EDB that are safe in drinking water?

Yes. MDH develops health risk limits (HRLs), which are levels of contaminants that pose little or no health risk to people drinking the water. For information on HRLs for 1,2-DCA, EDB and other contaminants, see the Guidance Values and Standards for Contaminants in Drinking Water page on the MDH website <https://www.health.state.mn.us/communities/environment/risk/guidance/gw/index.html>.

**Pennington County Human Services
Income Maintenance Unit
Active Cases by Program
Feb-24**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	31	76	26	50	Minnesota Family Investment Program
DWP	3	9	3	6	Diversionary Work Program
GA	52	52	52	0	General Assistance
GRH	50	50	50	0	Group Residential Housing
MSA	51	51	51	0	Minnesota Supplement Aid
EA	1	3	1	2	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	188	241	183	58	

Food					
SNAP	555	,030	645	385	Supplemental Nutrition Assistance Program
TOTAL	555				

Health Care					
MA (MAXIS)	518	526	444	82	Medical Assistance
IMD	2	2	2	0	Institute for Mental Disease
QMB	243	244	244	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	61	64	64	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	24	27	27	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	1,000				Medical Assistance (as of 2/6/2024)
MCRE (METS)	68				MinnesotaCare (as of 2/6/2024)
TOTAL	1,916	863	781	82	

TOTAL ACTIVE PROGRAMS:	2,659
TOTAL ACTIVE CASES:	2,007



Finding Lost Wells Searching for Wells on a Property

Unused wells are often visible as a 1¼ inch to 6-inch diameter steel pipe sticking above the ground, the floor of a basement or basement offset, or a well pit. However, older wells may have casing made of concrete, tile, rock, brick, or stone; and many newer wells are cased with plastic pipe. As discussed previously, some wells were originally buried, and if properties have been remodeled, wells may be built over or around, cut off, or buried. Wells have a life expectancy that can vary considerably. While some wells may last 100 or more years, a life of 25 to 50 years is more common. Properties with a long history may have more than one well. Farm properties are more likely to have multiple wells to serve barns, irrigation, and other purposes.

Well searches generally start with a visual inspection. The information listed under “Physical Evidence” may help find a well. People familiar with the property may be aware of the property’s history, and may be able to point to “lost” wells. State well records were not required before 1974. However, the Minnesota Geological Survey has collected historic well records where available. Counties, townships, or cities may have well information with building permit, sewer permit, or property files. In cases where the physical evidence, personal knowledge, or records are absent, some tools may be needed to locate wells.

Individuals Familiar With Property

- Property owner.
- Relatives or acquaintances who may know about wells on the property.
- Previous property owners.
- Neighbors who might be familiar with property (neighboring wells may also give a clue as to well location, depth, and construction).
- Contractors (well drillers, pump installers, plumbers, remodelers) who have worked on property.
- Inspectors (well, plumbing, building, septic system, milk).
- Current or former employees, maintenance personnel.

Physical Evidence

- Casing visible above ground, concrete slab, or through basement floor.
- Evidence of a well, such as circular ring in cement or patch in the floor.
- Basement offset (small room off of basement, often under steps).
- Glass block or patch in step or concrete (access for well below).
- Windmill (usually directly over well).
- Pit in yard or basement (may be covered with wood, concrete, or steel; well may be at the bottom of pit or the pit may be a dug well).
- Waterline (pipe) or patched hole through basement floor or basement wall.
- Water system components (for example, pressure tank, pump, or evidence of former components, like “shadow” lines on floor or wall).

Physical Evidence *(continued)*

- Electrical components (wiring through basement floor/wall, control box).
- Low spot in yard, circular depression (may be damp).
- Outbuildings (may be well house).
- Additions, false walls, paneling which may “hide” well.

Record Search

- Owner’s records (for example, bills, easements on deed) or information written on pressure tank, control box, or well room wall.
- “County Well Index” database – at Minnesota Geological Survey (612-626-2969), Minnesota Department of Health (MDH) Well Management Section, or local government agencies.
- Well Disclosure Certificates – at MDH Well Management Section (filed since November 1990). A Well Disclosure Certificate might have already been filed for the property. Visit MDH Well Management Section, [Well Disclosure/Property Transfer \(www.health.state.mn.us/wdclookup\)](http://www.health.state.mn.us/wdclookup).
- Well and Boring Construction Records and Well and Boring Sealing Records – at the MDH Well Management Section.
- City, Township, or County Officials – may have records of wells on a property, such as through building, water connection, or sewer permits.
- Municipal water department – may have record of when public water supply was provided to property. If home or facility predates this connection, the property likely has one or more wells.
- Sanborn Fire Insurance maps and Fire Underwriters Inspection Bureau (a.k.a. Fisher) maps (well information for commercial or industrial properties), available at Minnesota History Center and at University of Minnesota Wilson Library.
- Old photographs of the property.
- Aerial photographs of property (may show windmills, well houses) – available at local Soil and Water Conservation District office or online at: [Minnesota Department of Natural Resources \(DNR\) Landview Maps \(www.dnr.state.mn.us/maps/landview\)](http://www.dnr.state.mn.us/maps/landview); University of Minnesota, [Minnesota Historical Aerial Photographs Online, from the John R. Borchert Map Library \(www.lib.umn.edu/apps/mhapo/\)](http://www.lib.umn.edu/apps/mhapo/); and other online resources, for example, [Google Maps \(maps.google.com/maps\)](http://maps.google.com/maps) and [Bing Maps \(www.bing.com/maps\)](http://www.bing.com/maps), etc.
- County plat books (Minnesota History Center, Soil and Water Conservation Districts, County Recorders/Auditors).
- Topographic maps – locations of buildings and roads.

Equipment and Tools for Well Contractors

- Metal locators and magnetometers (for example, fluxgate magnetic pipe locator or proton magnetometer).
- Tape measure or “snake” to follow pipes (for example, Sondes, pipe locators, or tracers).
- Ground-penetrating radar (outlining buried structures).
- Excavation equipment including shovels, hammers, chisels, backhoe.
- Small rotary hammer or corer, bits, extensions, vacuum.

To obtain this information in a different format call 651-201-4600. Printed on recycled paper.
Publications\Finding Lost Wells Searching for Wells on a Property 10/21/2019R

Human Service's Month End Balance

	2017	2018	2019	2020	2021	2022	2023	2024	% of Budget
January	2,182,630.66	2,271,729.26	2,772,063.80	3,288,028.76	3,624,301.56	3,612,634.01	3,892,137.92	4,368,802.80	79.15%
February	2,138,616.83	2,176,762.19	2,732,919.27	3,403,266.76	3,521,041.97	3,555,431.44	4,019,670.50	4,391,391.39	79.56%
March	1,800,227.71	1,844,672.30	2,547,429.81	3,277,046.86	3,033,593.35	3,329,525.51	3,624,644.30	0.00	0.00%
April	1,539,707.40	1,525,256.03	2,361,226.50	3,009,330.45	2,865,586.09	3,022,501.53	3,338,694.34	0.00	0.00%
May	1,426,858.37	1,528,544.15	2,327,158.79	3,038,957.98	2,728,273.46	3,023,675.98	3,386,550.78	0.00	0.00%
June	2,576,374.42	2,692,513.93	3,462,928.17	4,095,797.92	3,759,448.23	4,180,077.80	4,510,080.21	0.00	0.00%
July	2,650,496.79	2,874,408.12	3,554,336.75	4,284,273.43	3,656,785.80	4,190,786.57	4,690,147.87	0.00	0.00%
August	2,600,332.14	2,749,859.99	3,531,954.80	3,987,655.57	3,694,899.51	4,132,301.59	4,850,104.65	0.00	0.00%
September	2,362,913.96	2,518,750.84	3,294,188.08	3,781,078.10	3,573,442.34	3,878,451.23	4,637,867.07	0.00	0.00%
October	2,133,041.74	2,198,557.64	3,270,530.55	3,301,898.06	3,318,688.76	3,609,060.10	4,520,293.45	0.00	0.00%
November	2,642,643.71	3,070,756.97	3,860,836.73	3,606,171.73	4,035,310.35	3,599,570.32	5,140,626.01	0.00	0.00%
December	2,513,770.14	2,970,003.64	3,606,171.73	3,741,217.85	3,808,445.10	4,092,234.23	4,802,666.26	0.00	0.00%

Expense Budget

5,519,935.00

*****Fund balance should be at 42% of Annual Expenditures.

