Pennington County Human Service Committee

Meeting Agenda

September 20, 2022

9:00 am

			J.00 am					
embers P	resent							
Bruc	e Lawre	ence	Dave Sorenson	Seth Nelson				
		Neil Peterson		Darryl Tveitbakk				
		Secti	on A					
I.	Min	utes: Review of (08/16/2022 HSC Mee	eting minutes				
II.	Pers	onnel:						
	Α.	Update on	Eligibility Worker Po	sition				
	В.	Update on	Social Worker Positi	on				
IV.	Gen	eral:						
	A. CY 2023 Tri-Valley Transportation Business Contract							
	B. Comprehensive Re-entry Program							
	C.	Out-of-Home	Cost Report					
	D.	Month's End (Cash Balance					
	Ε.	Other						
		Secti	on B					
Ι.	Spec	cial Case Situation	s (Social Services)					
١١.	-	me Maintenance						
III.			s (Public Assistance)					
IV.	-	nent of Bills	, ,					
		Secti	on C					
I.	Date		ommittee Meetings:					
	10/1	.8/2022	11/15/2022	12/20/2022				
		:00 pm	12:00 pm	12:00 pm				

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, August 23, 2022, at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence Darryl Tveitbakk Neil Peterson Seth Nelson

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director Maureen Monson Tammy Johnson Elizabeth Gerhart Stacy Anderson

SECTION A

I. MINUTES:

The July 19, 2022, 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. <u>PERSONNEL:</u>

- A. The Director presented an update on the Eligibility Worker position.
- B. Claire Koland, Social Worker is scheduled to complete probation on August 28, 2022. Katrina is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Koland 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 Director presented an ESSA (Every Student Succeeds Act) Agreement between Goodridge Public School ISD# 561 and Pennington County Human Services. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- B. The Director and Stacy Anderson, Fiscal Supervisor presented on the Budget for 2023.
- C. Ashley Benson, Operations Manager, Red Lake Homeless Shelter, presented to the committee information on Supportive Housing.
- D. The Director presented the letter from Jodi Harpstead, DHS regarding Pennington County's extenuating Circumstance claim being approved.
- E. The Out-of-Home Cost Report through July 2022 was presented for Review.
- F. Month's end cash balance for July 2022 stands at \$ 4,190,786.57.

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 July 2022 report of activity. She reported the Income Maintenance open case count stands at 2055.
- 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: September 20, 2022, at 9:00 a.m.

Pennington County Human Services Out Of Home Placement Costs Year Ending December 31, 2022 & 2021

	SS

SS

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD	YTD 2021	Change
Expense				·											
Foster Care	13,569.61	13,572.11	23,485.54	12,341.42	13,533.23	20,574.68	16,978.75	16,809.44	-	-	-	-	130,864.78	105,055.64	24.6%
Rule 4	-	-	10,719.42	2,449.44	5,691.40	8,108.44	4,002.00	4,256.00	-	-	-		35,226.70	-	
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Rule 5	-	-	-	-	-	-	-	-	-	-	-	-	-	1,062.04	-100.0%
Corrections	16,531.00	5,173.00	12,769.00	15,149.00	31,967.80	16,562.00	20,854.00	-	-	-	-	-	119,005.80	188,139.49	-36.7%
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Totals	30,100.61	18,745.11	46,973.96	29,939.86	51,192.43	45,245.12	41,834.75	21,065.44	-	-	-	-	285,097.28	294,257.17	-3.1%
Revenue															
Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
MH Recovery	-	-	19,374.40	4,471.02	7,451.69	10,929.16	5,961.36	6,458.13	-	-	-	-	54,645.76	39,162.97	39.5%
4E Recovery	-	-	-	-	4,082.00	-	-	-	-	-	-	-	4,082.00	161.00	2435.4%
NFC Settlement	-	127.37	100.07	-	20,779.00	15,017.00	-	-	-	-	-	-	36,023.44	25,754.00	39.9%
Totals	-	127.37	19,474.47	4,471.02	32,312.69	25,946.16	5,961.36	6,458.13	-	-	-	-	94,751.20	65,077.97	45.6%
Net Expense	30,100.61	18,617.74	27,499.49	25,468.84	18,879.74	19,298.96	35,873.39	14,607.31		-	-		190,346.08	229,179.20	-16.94%
Net Expense	00,100.01	10,011.14	27,400.40	20,400.04	10,010.14	10,200.00	00,010.00	14,007.01	-	-	-	-	100,040.00	220,170.20	-10.0470
2020 Totals	34,219.98	10,302.40	44,553.50	16,609.54	39,683.65	5,826.50	13,780.89	64,202.74	45,053.18	16,563.13	22,770.95	26,938.13			
YTD Change	(4,119.37)	4,195.97	(12,858.04)	(3,998.74)	(24,802.65)	(11,330.19)	10,762.31	(38,833.12)	(83,886.30)	(100,449.43)	(123,220.38)	(150,158.51)			
	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD		
Expense															
Foster Care	9,692.77	8,333.69	11,414.65	10,466.25	11,317.63	11,421.21	19,884.21	22,525.23	13,538.77	17,626.96	14,585.60	12,936.99	163,743.96		
Rule 4	-	-	-	-	-	-	-	-	-	-	-		-		
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-		
Rule 5	1,062.04	-	-	-	-	-	-	-	-	-	-	-	1,062.04		
Corrections	27,294.00	5,689.98	40,768.00	11,738.00	37,521.00	-	-	65,128.51	31,514.41	23,591.88	13,449.00	14,154.39	270,849.17		
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-		
Totals	38,048.81	14,023.67	52,182.65	22,204.25	48,838.63	11,421.21	19,884.21	87,653.74	45,053.18	41,218.84	28,034.60	27,091.38	435,655.17		
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I															
Revenue				1											
Revenue Reimburse	-	-	-	-	-	-	-	-	-	10.89	-	153.25	164.14		
	- 1,525.83	- 3,560.27	- 7,629.15	- 5,594.71	- 9,154.98	- 5,594.71	- 6,103.32	-	-	10.89 24,644.82	- 179.65	153.25	164.14 63,987.44		
Reimburse															
Reimburse MH Recovery	1,525.83	3,560.27	7,629.15	5,594.71	9,154.98	5,594.71	6,103.32	-	-	24,644.82	179.65	-	63,987.44		
Reimburse MH Recovery 4E Recovery NFC Settlement	1,525.83 - 2,303.00	3,560.27 161.00 -	7,629.15 - -	5,594.71 - -	9,154.98 - -	5,594.71 - -	6,103.32 - -	- - 23,451.00	- - -	24,644.82 - -	179.65 5,084.00 -	- - -	63,987.44 5,245.00 25,754.00		
Reimburse MH Recovery 4E Recovery	1,525.83	3,560.27 161.00	7,629.15	5,594.71 -	9,154.98 -	5,594.71 -	6,103.32	-	-	24,644.82	179.65 5,084.00	-	63,987.44 5,245.00		

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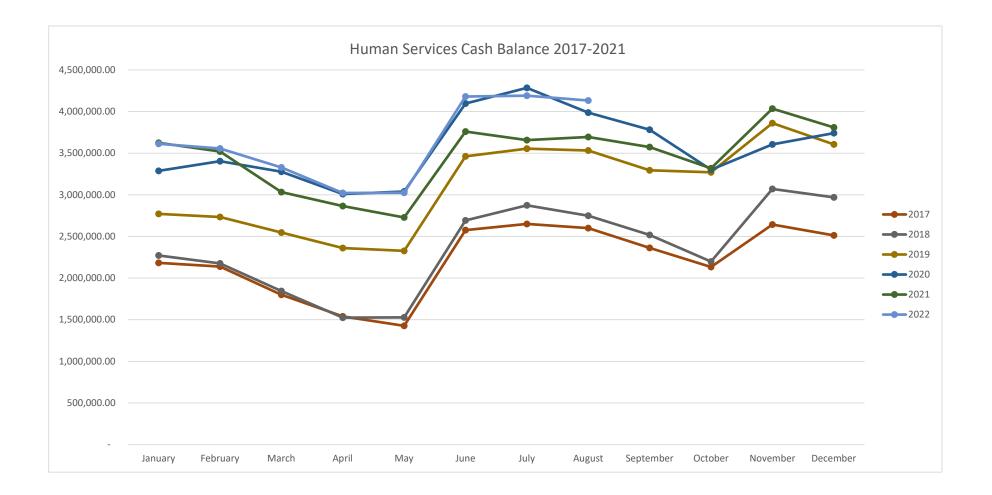
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Human Service's Month End Balance

	2015	2016	2017	2018	2019	2020	2021	2022	% of Budget
January	1,647,300.14	1,814,014.90	2,182,630.66	2,271,729.26	2,772,063.80	3,288,028.76	3,624,301.56	3,612,634.01	65.45%
February	1,618,976.04	1,801,985.24	2,138,616.83	2,176,762.19	2,732,919.27	3,403,266.76	3,521,041.97	3,555,431.44	64.41%
March	1,375,360.09	1,655,070.89	1,800,227.71	1,844,672.30	2,547,429.81	3,277,046.86	3,033,593.35	3,329,525.51	60.32%
April	1,088,964.93	1,347,248.60	1,539,707.40	1,525,256.03	2,361,226.50	3,009,330.45	2,865,586.09	3,022,501.53	54.76%
May	961,748.47	1,294,231.42	1,426,858.37	1,528,544.15	2,327,158.79	3,038,957.98	2,728,273.46	3,023,675.98	54.78%
June	1,932,135.73	2,330,176.40	2,576,374.42	2,692,513.93	3,462,928.17	4,095,797.92	3,759,448.23	4,180,077.80	75.73%
July	2,047,715.90	2,367,725.88	2,650,496.79	2,874,408.12	3,554,336.75	4,284,273.43	3,656,785.80	4,190,786.57	75.92%
August	2,097,897.09	2,427,610.70	2,600,332.14	2,749,859.99	3,531,954.80	3,987,655.57	3,694,899.51	4,132,301.59	74.86%
September	1,844,296.27	2,121,578.06	2,362,913.96	2,518,750.84	3,294,188.08	3,781,078.10	3,573,442.34		0.00%
October	1,492,630.60	1,866,987.16	2,133,041.74	2,198,557.64	3,270,530.55	3,301,898.06	3,318,688.76		0.00%
November	2,213,985.52	2,638,930.35	2,642,643.71	3,070,756.97	3,860,836.73	3,606,171.73	4,035,310.35		0.00%
December	2,083,484.81	2,395,704.36	2,513,770.14	2,970,003.64	3,606,171.73	3,741,217.85	3,808,445.10		0.00%

Expense Budget

5,519,935.00





PO Box 607 ~ 102 North Broadway, Crookston, MN 56716 Local ~ 218-281-5832 / Toll-Free ~ 800-584-7020 / Fax ~ 218-281-6681 Telecommunication Relay Services ~ 711

Jason Carlson Chief Executive Officer www.tvoc.org

Stephanie Vonesh Chair of the Board

Contract for Tri-Valley Transportation Bus Service

Contract Dates: January 1, 2023 to December 31, 2023

Name of Busines/Person: Pennington County Human Services

Contact Person(s): Accounts Payable

Business Phone Number: 218-681-2880

Billing Address: 318 Knight Avenue North

Thief River Falls, Minnesota 56701

Occurrence of Billing: Monthly

Billing Date: First day of the following month

Contracted Price Per Ride: <u>\$2/per ride</u>

Ride will be billed for both ways: Yes

Dispatch will keep track of first and last name of riders: Yes

Dispatch will keep track of number of riders: Yes

Days of the Week for Transportation: Monday thru Sunday

Hours of Service: 7:00am to 6pm Monday thru Friday

10:00am to 4:00pm Saturday

8:00am to 1:30pm Sunday

Open to the General Public.

Terms and Conditions

Tri-Valley Transportation is a provider of public transportation and follows all FTA and State Rules and Regulations. The purpose of this contract is to define the rights and obligations of the parties involved. The provisions in this contract establish the necessary and required minimum standards that the parties to this contract shall follow.

NOW, THEREFORE, it is agreed:

- I. <u>**TERM OF CONTRACT**</u>. This contract shall be effective January 1, 2023 and shall remain in effect until December 31, 2023.
 - a. If at any time Tri-Valley Transportation or PENNINGTON COUNTY HUMAN SERVICES is unhappy with the service, both parties will meet to see how the dissatisfaction can be handled.
 - b. Passengers will be picked up and dropped off at locations set forth by PENNINGTON COUNTY HUMAN SERVICES and no additional pick-up or drop off locations will be provided for PENNINGTON COUNTY HUMAN SERVICES passengers unless approved by PENNINGTON COUNTY HUMAN SERVICES. Tri-Valley Transportation will wait 2 minutes for passengers to arrive and board before leaving pick-up location. If any passengers miss the bus, they will be responsible to call the transportation office to schedule another ride for an additional fee.
 - c. If passengers don't show for their pre-arranged or scheduled ride(s), the passenger will be charged a no show and will be informed the no show policy. They must call the transportation office to schedule another ride for an additional fee. PENNINGTON COUNTY HUMAN SERVICES will be billed for the ride at contracted rate.
 - d. If a passenger misses the bus and the driver must go back to get them, the rider will be charged a same day fare and will be required to pay the additional \$3. PENNINGTON COUNTY HUMAN SERVICES will be charged the same fare agreed upon. If a rider returns home after using The Bus and calls for a ride the same day to PENNINGTON COUNTY HUMAN SERVICES, he/she will be charged for a same day call in and will be required to pay the same day fare. The rider will be responsible for the additional \$1 and PENNINGTON COUNTY HUMAN SERVICES will be charged upon.
 - e. Tri-Valley Transportation has no control over weather conditions, if Tri-Valley Transportation feels the weather is becoming unsafe for travel information will be provided to local radio and television stations of closure of bus route.
 - f. Tri-Valley Transportation is contracted with the State of Minnesota as a public transportation provider, Tri-Valley Transportation or PENNINGTON COUNTY HUMAN SERVICES will not refuse a ride to anyone. Any additional riders will be expected to pay normal fare rates. This will not reflect or reduce the contracted cost PENNINGTON COUNTY HUMAN SERVICES is responsible for.
- II. **TRI-VALLEY TRANSPORTATION OBLIGATIONS.** Tri-Valley Transportation will provide transportation for passengers at agreed upon times and locations.

Community Action ... People Helping People

The mission of Tri-Valley is to provide opportunities to improve the quality of life for people and communities. Tri-Valley Opportunity Council, Inc. is an Equal Opportunity Employer

- III. <u>**TERMS OF PAYMENT.**</u> Payments shall be made by PENNINGTON COUNTY HUMAN SERVICES within 30 calendar days after Tri-Valley Opportunity Council, Inc's presentation of invoices for services performed and acceptance of such services by PENNINGTON COUNTY HUMAN SERVICES's authorized representative.
- IV. All services provided by Tri-Valley Transportation pursuant to this contract shall be performed to the satisfaction of PENNINGTON COUNTY HUMAN SERVICES, as determined at the sole discretion of its authorized representative, and in accordance with all applicable federal, federal, state and local laws, ordinances, rules and regulations. Tri-Valley Transportation shall not receive payment for work found by PENNINGTON COUNTY HUMAN SERVICES to be unsatisfactory or performed in violation of any applicable federal, state or local laws, ordinance, rule or regulation.
- V. <u>AUTHORIZED REPRESENTATIVES.</u> All official notifications, including but not limited to, cancellation of this contract must be sent to the other party's authorized representative.

PENNINGTON COUNTY HUMAN SERVICES's Authorized representative is: Name: Julie Sjostrand Address: Email address: jasjostrand@co.pennington.mn.us

Tri-Valley's Authorized representative is: Name: Elizabeth Hensrud Assistant Director of Transportation Programs Address: 1345 Fairfax Ave. Crookston, MN 56716 Email address: elizabeth.hensrud@tvoc.org

VI. <u>CANCELLATION AND TERMINATION.</u> This contract may be cancelled by PENNINGTON COUNTY HUMAN SERVICES or Tri-Valley Transportation at any time, with or without cause, upon sixty (60) days written notice. In the event of such a cancellation, Tri-Valley Transportation shall be entitled to payment, determined on a pro rate basis, for work or services satisfactorily performed.

Termination for Insufficient Funding. Tri-Valley Transportation may immediately terminate this contract if it does not obtain funding from the State of Minnesota Department of Transportation or other funding source, or if funding cannot be continued at the level sufficient to allow for the payment of services covered here. Termination must be by written notice to PENNINGTON COUNTY HUMAN SERVICES within a reasonable time of Tri-Valley Transportation receiving notice that sufficient funding is not available. PENNINGTON COUNTY HUMAN SERVICES is not obligated to pay for services after notice and effective date of termination. However, Tri-Valley Transportation will be entitled to payment, determined on a pro rate basis, for work or services satisfactorily performed to the extent that funds are available.

- VII. <u>ASSIGNMENT.</u> Tri-Valley Transportation or PENNINGTON COUNTY HUMAN SERVICES shall neither assign nor transfer any rights or obligations under this contract without prior written consent.
- VIII. <u>PUBLICITY</u>. Any publicity given to the program, publications, or services provided resulting from this contract, including, but not limited to, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for PENNINGTON COUNTY HUMAN SERVICES or it employees individually or jointly

Community Action ... People Helping People

The mission of Tri-Valley is to provide opportunities to improve the quality of life for people and communities. Tri-Valley Opportunity Council, Inc. is an Equal Opportunity Employer with others, or any subcontractors shall not be released prior to receiving the approval of Tri-Valley Transportation's authorized representative.

IX. <u>AMENDMENTS.</u> Any amendments to this contract shall be in writing and shall be executed by the same parties who executed the original contract, or their successors in office.

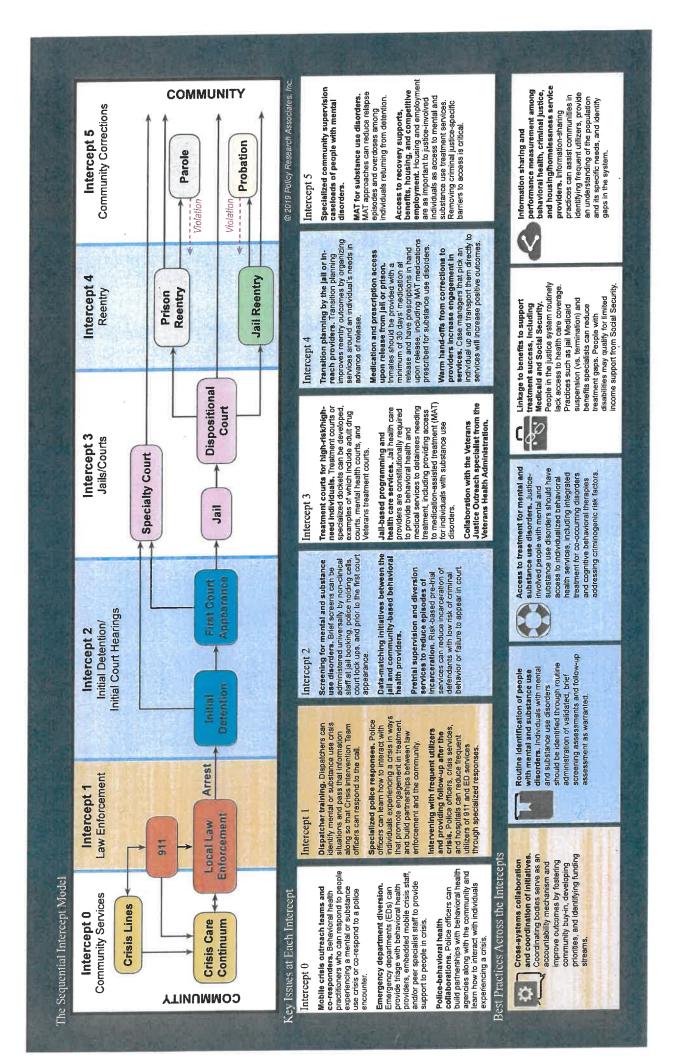
IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound there by.

APPROVED:

ri-Valley Opportunity Council, INC.							
By (authorized signature and printed name)							
mitered Elizabeth Henerud							
Title							
Assistant Director of Transportation Program							
Date							
9-8-22							

PENNINGTON COUNTY HUMAN SERVICES

By (authorized signature and printed name)
Title
Date



Comprehensive Re-entry Program

Proposal:

Talks initiated from Mental Health Judicial Summit looking at the Sequential Intercept Model. Plan established to implement and integrate a part-time social worker into the Pennington County Jail. This staff will meet with any newly incarcerated individuals in order to complete a screening/intake and create a plan for their continuing jail stay and re-entry into the community.

Steps:

- Develop process and procedure with stakeholders/operational team
 - o Jail and Court
 - o Social Services
 - Probation officer
 - o Sanford
- Collaborating with Social Services
 - Referral for targeted case management
 - County of residence
 - o ARMHS referral
 - SUDS treatment assessment, referral and care coordination
- Establishing space and time in the jail for staff
- Add service to the host county contract and do a MOU for other entities
- Mobile crisis being reviewed as well for improvements to service

Benefits:

- Current counties that would be impacted
 - o Marshall female
 - o Roseau
 - o Polk
 - Clear Water, Lake of the Wodds, and Beltrami (Region 2)
- Model that could duplicated in other jails/counties
- Crow Wing County program
 - o 20% reduction in the 3 year recidivism rate
 - # of days incarcerated and bookings
 - Connections to Treatment

Funding:

- Initial start up
 - \$30,000 wages
 - \$5,000 care coordination training
- Future
 - o Treatment coordination
 - o Additional grant and county funding

Pennington County Human Services Income Maintenance Unit 2022 Active Cases by Program

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cash												
MFIP	39	41	40	39	36	37	36	37				
DWP	0	0	0	0	0	0	0	1				
GA	35	32	37	39	38	37	38	35				
GRH	51	51	52	54	55	56	57	56				
MSA	52	50	48	49	47	45	48	49				
EA	0	0	0	0	0	4	0	3				
EGA	1	0	0	0	0	0	0	0				
TOTAL	178	174	177	181	176	179	179	181	0	0	0	0
	1											
Food		1						[
SNAP	545	541	543	539	536	539	528	548		-		
TOTAL	545	541	543	539	536	539	528	548	0	0	0	0
Health Care	1											
MA (MAXIS)	527	532	531	535	534	543	544	543				
IMD	5	5	5	5	5	5	5	5				
QMB	244	246	247	247	247	246	253	252				
SLMB	57	59	58	60	58	60	60	61				
QI-1	18	19	18	17	18	18	18	18				
MA (METS/MNsure)	1002	1017	1020	1026	1,032	1,031	1041	1047				
MCRE (METS)	56	64	66	67	66	66	66	66				
TOTAL	1,909	1,942	1,945	1,957	1,960	1,969	1,987	1,992	0	0	0	0
Total Active Programs												
	2,632	2,657	2,665	2,677	2,672	2,687	2,694	2,721	0	0	0	0
			•									
Total Active Cases			•									
	1,992	2,024	2,025	2,026	2,034	2,040	2,055	2,070	0	0	0	0

Pennington County Human Services Income Maintenance Unit Active Cases by Program Aug-22

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	37	77	24	53	Minnesota Family Investment Program
DWP	1	1	1	0	Diversionary Work Program
GA	35	35	35	0	General Assistance
GRH	56	56	56	0	Group Residential Housing
MSA	49	49	49	0	Minnesota Supplement Aid
EA	3	9	4	5	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	181	227	169	58	

Food

SNAP	548 ,006	632	374 Supplemental Nutrition Assistance Program
TOTAL	548		

Health Care

MA (MAXIS)	543	553	450	103	Medical Assistance
IMD	5	5	5	0	Institute for Mental Disease
QMB	252	253	252	1	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	61	64	64	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	18	21	21	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	1,047				Medical Assistance (as 8/2/2022
MCRE (METS)	66				MinnesotaCare (as of 8/2/2022
TOTAL	1,992	896	792	104	

TOTAL ACTIVE PROGRAMS:	2,721
TOTAL ACTIVE CASES:	2,070

Pennington County Human Services Emergency Assistance/Emergency General Assistance Emergency Requests Related to Potential Evictions/Housing and Utilities August-22

Approva	ls							
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157550	7/1/2022	752939	Rent	Full-time	1	\$2876.61 - rent	Approved EA to avoid eviction	8/10/2022
X157550	8/10/2022	2527691	Rent	Full-time	2	\$1360 - rent	Approved EA to avoid eviction	8/23/2022
OTAL						EA	\$4,236.61	
IUTAL						EGA	\$0.00	

Denials								
Eligibility	File	Case	Request	Employment	Number of	Amount and	Agency	Date of
Worker	Date			Status	Children	Purpose	Action	Action
							EGA Denied - No	
x157540	8/12/2022	2046791	Unknown	1 Adult - Unemployed	0	None	Emergency	8/12/2022
							EGA Denied - No	
x157540	7/18/2022	1848814	Unknown	2 Adults- Unemployed	0	Unknown	Emergency	8/17/2022
							EGA Denied- Not cost	
X157560	8/16/2022	1958495	Rent	1 Adult- Unemployed	0	\$1849- rent	effective	8/17/2022
							EGA Denied- Not cost	
						\$327- utilities	effective and failed co-	
X157560	8/11/2022	2520440	Utilities	2 Adults- Unemployed	0	(RLEC)	payment	8/12/2022
						\$1000 in rent,	EGA Denied - No	
			Rent and	2 Adults - 1 employed,		\$300+ in	Emergency, Salv. Army	
x157540	7/29/2022	1217715	Utilities	1 unemployed	0	utilities	assisted	8/22/2022