

# Pennington County Human Service Committee Meeting Agenda

For July 16, 2013

7:00 pm

## Section A

Members Present:

\_\_\_\_\_ Cody Hempel                      \_\_\_\_\_ Don Jensen                      \_\_\_\_\_ Darryl Tveitbakk  
\_\_\_\_\_ Neil Peterson                      \_\_\_\_\_ County Attorney                      \_\_\_\_\_ Oliver Swanson

- I. Reading of June 18, 2013 Human Service Committee Meeting Minutes
- II. Personnel
  
- III. General
  - A. ODC Supported Employment Contract
  - B. Shuett Companies/ Request for Home Care Service Contract
  - C. Need for additional office space
  - D. Out-of-Home Cost Report
  - E. Month's End Cash Balance

## Section B

- I. Special Case Situations for Case Review (Social Services)
- II. Income Maintenance Update
- III. Special Case Situations (Public Assistance)
- IV. Payment of Bills
- V. Director's Items

## Section C

- I. Dates of Next Committee Meetings:

08/ TBD /2013	08/17/2013	10/15/2013
7:00 pm	7:00 pm	7:00 pm
- II. Adjournment Time

## SECTION A

The regular meeting of the Pennington County Human Service Committee was held June 18, 2013 at 7:00 pm. at Pennington County Human Services.

### COMMITTEE MEMBERS PRESENT:

Cody Hempel  
Don Jensen  
Oliver "Skip" Swanson  
Neil Peterson

### STAFF MEMBERS PRESENT:

Ken Yutrzenka  
Julie Sjostrand  
Kathleen Herring

- I. MINUTES: The May 21, 2013 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes to the Consent Agenda.
  
- III. PERSONNEL:
  - A. Committee members were provided an update on the hiring for the vacant child protection and children's services social worker. Four candidates were interviewed and an offer of employment was made and accepted by Caitlin Chandler. The planned start date is July 8<sup>th</sup> 2013.
  
- IV. GENERAL:
  - A. Committee members were informed that Shuett Companies is interested in becoming a housing with services provider at their Riverside Terrace apartment building. Shuett Companies representatives were scheduled to present at this month's Human Service Committee meeting, however, scheduling conflicts necessitated pushing their presentation to the July meeting.
  - B. The Director presented and recommended that Pennington County adopt the Merit System suggested EEO/AA guidelines as the Agency's CY 2013-2015 formal EEO/AA plan. The committee recommended this item be forwarded to the Consent Agenda.
  - C. The Director informed committee members of the PMAP Re-procurement currently being undertaken for Pennington as well as a number of other counties throughout the state. The agency Director reviewed proposals from UCare, Blue Plus and Medica. UCare and Blue Plus have been operating as MCO's in Pennington County for several years. The Director recommended a resolution accepting UCare and Blue Plus to continue as PMAP providers for Pennington County be forwarded to DHS, however, there is the possibility that DHS may select only one PMAP provider for the County. Upon completion of presentation, recommendation was made to forward the recommended resolution to the Consent Agenda.
  - D. The Director informed Committee members of the need to renew Group Residential Housing or GRH agreements with local residential service providers. GRH is state funded and rates are reset annually effective July 1<sup>st</sup>. Affected local providers include corporate and adult family foster care, assisted living facilities and Northern Lights IRTS. Recommendation to renew GRH agreements effective 07/01/2013 was forwarded to the Consent Agenda.
  - D. Scott Sommers reviewed the Out-Of-Home Cost report for May 2013.
  - E. Month's end cash balance for May 2013 stands at \$552,664.08.

## SECTION B

- I. Julie Sjostrand reported on a recent meeting that was held for Family Foster Care providers. Plans are for the agency to schedule ongoing support and informational meetings, regularly.

- II. Kathleen Herring presented the Crisis Assistance Monthly Report of Activity.
- III. There were no Income Maintenance cases presented for Special Case consideration.
- IV. A listing of bills presented for payment was circulated and reviewed.  
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: July 16, 2013 at 7:00 pm.

DRAFT

**Pennington County Human Services  
Financial Assistance Unit  
Active Cases by Program  
Jun-13**

<b>Cash</b>			## in HH	# Adults	# Children	
	MFIP	51	143	46	97	Minnesota Family Investment Program
	DWP	3	6	3	3	Diversionsary Work Program
	WB	7	18	7	11	Work Benefit Program
	GA	49	49	49	0	General Assistance
	GRH	68	68	68	0	Group Residential Housing
	MSA	72	72	72	0	Minnesota Supplement Aid
	EA	1	2	1	1	Emergency Assistance
	EGA	2	2	2	0	Emergency General Assistance
	<b>TOTAL</b>	<b>253</b>	360	248	112	

<b>Food</b>						
	SNAP	602	1173	741	432	Supplemental Nutrition Assistance Program
	<b>TOTAL</b>	<b>602</b>				

<b>Health Care</b>						
	MA	1,181	1,952	1,042	910	Medical Assistance
	IMD	7	7	7	0	Institute for Mental Disease
	QMB	274	277	277	0	Qualified Medicare Beneficiary (Medicare Savings Program)
	SLMB	91	98	98	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
	QI-1	17	18	18	0	QI-1 (Medicare Savings Program)
	MN Care	197	n/a	n/a	n/a	Minnesota Care (05/02/2013)
	<b>TOTAL</b>	<b>1,767</b>	2,352	1,442	910	

<b>Stand-Alone Health Care</b>					
	MA	<b>1,158</b>	2,063	1,270	793

<b>TOTAL ACTIVE PROGRAMS:</b>	<b>2,622</b>
<b>TOTAL ACTIVE CASES:</b>	<b>1,549</b>
Cash, SNAP/Food, Health Care (07/12/2013)	1,352
MN Care (07/02/2013)	197

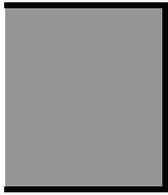
**Pennington County Human Services**  
**Emergency Assistance/Emergency General Assistance**  
**Emergency Requests Related to Potential Evictions/Housing and Utilities**  
**Date: June 13 - July 11, 2013**

**Approvals**

Eligibility Worker	File Date	Case Number	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action
Delaine	6/24/2013	1842045	rent	unemployed, MFIP client	1	\$410 - to prevent eviction	EA Approved
Holly	6/7/2013	135623	electric	unemployed, GA client	0	\$83.79 - to avoid disconnect	EGA approved
<b>TOTAL</b>						<b>\$493.79</b>	

**Denials**

Holly	6/21/2013	937030	rent	full time	0	\$500	EGA Denied - no funds available. Referred to Inter-County assistance/other potential referral sources.
Shelly	6/27/2013	204995	electric	two part time jobs	4	\$584.94 - to avoid disconnect	EA enied. Did not meet copayment and had resources available.



<b>Date of Action</b>
6/24/2013
6/27/2013

6/21/2013
7/5/2013

## Human Service's Month End Balance

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
January	1,097,173.67	1,309,156.86	1,237,104.03	1,122,389.02	771,407.81	701,564.42	929,075.49	1,197,979.30	1,389,512.16	1,271,780.24
February	1,010,675.68	1,147,870.39	1,104,373.70	1,022,585.37	607,319.40	635,264.10	903,465.27	1,157,578.43	1,331,478.96	1,198,866.83
March	892,266.12	1,029,374.21	908,840.83	705,442.69	428,905.97	463,085.65	810,094.43	1,096,732.38	1,165,062.80	1,062,709.62
April	624,411.63	788,416.16	747,437.52	467,998.34	262,762.58	310,616.16	506,305.55	825,804.92	819,532.72	808,225.65
May	560,618.15	653,690.74	691,752.23	382,551.08	142,246.78	161,895.69	447,916.22	768,561.39	678,196.10	552,664.08
June	1,185,103.58	1,122,336.68	1,156,696.29	856,293.17	748,735.68	813,433.08	1,253,180.74	1,615,579.53	1,560,001.28	336,353.50
July	1,303,439.41	1,425,888.93	1,429,151.24	1,073,512.78	906,246.71	925,265.96	1,327,951.41	1,313,679.13	1,659,331.53	
August	1,270,258.47	1,295,253.41	1,253,678.57	887,436.09	751,562.11	882,810.00	1,312,090.88	1,599,387.92	1,694,786.46	
September	1,053,129.16	1,073,403.66	1,006,514.93	700,638.09	633,565.54	726,047.54	1,094,067.41	1,349,316.27	1,431,613.15	
October	778,866.94	897,378.14	846,958.68	534,556.62	500,741.08	525,397.26	954,484.86	1,188,529.69	1,116,275.87	
November	774,986.11	765,995.33	1,307,027.10	892,920.21	422,625.48	1,261,703.28	1,422,560.89	1,732,295.38	877,736.63	
December	1,317,868.82	1,415,786.24	1,320,805.76	877,663.14	907,713.54	1,119,405.06	1,377,405.92	1,588,551.10	1,485,681.91	