

# Pennington County Human Service Committee Meeting Agenda

For January 21, 2014

1:00 pm

## Section A

Members Present:

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

- I. Election of 2014 Committee Chair and Vice-Chair
- II. Reading of December 17, 2013 Meeting Minutes
- II. Personnel
  - A. Hiring update
- III. General
  - A. Program Updates (MNSure, MnChoices, Medica, etc.)
  - B. Essential Community Services program delay
  - C. Agency Vehicle update
  - D. CY2013 Out-of-Home Cost Report and related updates.
  - 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

## Section C

- I. Dates of Next Committee Meetings:

02/18/2014	03/18/2014	04/15/2014
12:00 pm	7:00 pm	7:00 pm

Expense	January 2013	February 2013	March 2013	April 2013	May 2013	June 2013	July 2013	August 2013	September 2013	October 2013	November 2013	December 2013	YTD	2012	Change
Foster Care	\$ 14,580.10	\$ 15,750.21	\$ 15,770.46	\$ 16,907.45	\$ 14,635.55	\$ 15,350.79	\$ 14,538.65	\$ 17,310.06	\$ 18,974.30	\$ 20,340.41	\$ 20,513.32	\$ 21,024.89	\$ 205,696.19	\$ 207,766.51	-1.0%
Rule 4	\$ 8,081.08	\$ 3,546.40	\$ 13,738.60	\$ 4,804.07	\$ 17,441.46	\$ 9,102.59	\$ 7,304.37	\$ 8,502.84	\$ 11,712.31	\$ 11,420.54	\$ 9,613.48	\$ 9,866.16	\$ 115,133.90	\$ 39,342.16	192.6%
Rule 8	\$ 19,623.00	\$ 10,080.00	\$ 21,420.00	\$ 8,640.00	\$ (1,010.31)	\$ 4,548.00	\$ 6,357.25	\$ 14,940.00	\$ 14,988.00	\$ 19,260.00	\$ 7,664.13	\$ 14,361.30	\$ 140,871.37	\$ 259,403.00	-45.7%
Rule 5	\$ 19,541.68	\$ 18,017.25	\$ 16,724.30	\$ 6,502.25	\$ -	\$ 5,305.08	\$ (3,822.28)	\$ 3,503.28	\$ 4,120.46	\$ 16,421.64	\$ 3,029.75	\$ -	\$ 89,343.41	\$ 255,126.47	-65.0%
Corrections	\$ 50,279.08	\$ 57,358.19	\$ 56,287.72	\$ 51,175.61	\$ 45,782.20	\$ 52,353.44	\$ 41,507.57	\$ 40,388.97	\$ 31,059.67	\$ 33,785.95	\$ 38,895.75	\$ 29,323.00	\$ 528,197.15	\$ 436,193.94	21.1%
<b>Totals</b>	<b>\$ 112,104.94</b>	<b>\$ 104,752.05</b>	<b>\$ 123,941.08</b>	<b>\$ 88,029.38</b>	<b>\$ 76,848.90</b>	<b>\$ 86,659.90</b>	<b>\$ 65,885.56</b>	<b>\$ 84,645.15</b>	<b>\$ 80,854.74</b>	<b>\$ 101,228.54</b>	<b>\$ 79,716.43</b>	<b>\$ 74,575.35</b>	<b>\$ 1,079,242.02</b>	<b>\$ 1,197,832.08</b>	-9.9%
<b>Revenue</b>															
Reimburse	\$ 1,301.97	\$ 26,398.54	\$ 1,238.59	\$ 1,820.30	\$ 1,336.40	\$ 1,248.48	\$ 1,429.48	\$ 1,271.49	\$ 1,944.49	\$ 1,495.08	\$ 1,482.60	\$ 1,140.87	\$ 42,108.29	\$ 10,259.37	310.4%
MH Recovery	\$ 1,821.31	\$ 2,563.00	\$ 844.00	\$ 844.00	\$ 844.00	\$ 844.00	\$ 1,983.19	\$ 844.00	\$ -	\$ 2,299.89	\$ -	\$ -	\$ 12,887.39	\$ 65,863.36	-80.4%
4E Recovery	\$ 1,869.36	\$ 10,778.34	\$ 473.34	\$ 473.34	\$ 7,709.34	\$ 473.34	\$ 473.34	\$ 4,174.34	\$ 473.34	\$ 473.34	\$ 6,508.34	\$ 473.34	\$ 34,353.10	\$ 57,397.00	-40.1%
<b>Totals</b>	<b>\$ 4,992.64</b>	<b>\$ 39,739.88</b>	<b>\$ 2,555.93</b>	<b>\$ 3,137.64</b>	<b>\$ 9,889.74</b>	<b>\$ 2,565.82</b>	<b>\$ 3,886.01</b>	<b>\$ 6,289.83</b>	<b>\$ 2,417.83</b>	<b>\$ 1,968.42</b>	<b>\$ 10,290.83</b>	<b>\$ 1,614.21</b>	<b>\$ 89,348.78</b>	<b>\$ 133,519.73</b>	-33.1%
<b>Net Expense</b>	<b>\$ 107,112.30</b>	<b>\$ 65,012.17</b>	<b>\$ 121,385.15</b>	<b>\$ 84,891.74</b>	<b>\$ 66,959.16</b>	<b>\$ 84,094.08</b>	<b>\$ 61,999.55</b>	<b>\$ 78,355.32</b>	<b>\$ 78,436.91</b>	<b>\$ 99,260.12</b>	<b>\$ 69,425.60</b>	<b>\$ 72,961.14</b>	<b>\$ 989,893.24</b>	<b>\$ 1,064,312.35</b>	<b>-7.0%</b>
2012 Totals	83237.47	68262.07	81227.92	106195.87	87,818.50	101287.13	73644.25	79481.99	80918.83	82223.9	139104.41	80910.01	983,402.34	1,064,312.35	-7.6%
YTD Change	\$ 23,874.83	\$ 20,624.93	\$ 60,782.16	\$ 39,478.03	\$ 18,618.69	\$ 1,425.64	\$ (10,219.06)	\$ (11,345.73)	\$ (13,827.65)	\$ 3,208.57	\$ (66,470.24)	\$ (74,419.11)			

## Human Service's Month End Balance

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
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	1,693,689.91	
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	1,636,358.00	
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	1,468,683.30	
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	1,174,910.46	
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	1,756,882.42	
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	1,678,723.86	

## SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, December 17, 2013 at Pennington County Human Services.

### COMMITTEE MEMBERS PRESENT:

Cody Hempel  
Don Jensen  
Oliver Swanson  
Neil Peterson  
Darryl Tveitbakk

### STAFF MEMBERS PRESENT:

Ken Yutrzenka  
Julie Sjostrand  
Kathleen Herring  
Scott Sommers

- I. MINUTES: The November 19, 2013 Human Service Committee meeting minutes were read. Noting no changes, a recommendation was made to forward the minutes to the Consent Agenda.
  
- II. PERSONNEL:
  - A. Caitlin Chandler, Social Worker, will complete probation on January 8, 2014. Caitlin is performing responsibilities as assigned and is successfully meeting expectations. The Social Service Supervisor and Director recommend Ms. Chandler be granted permanent status. Recommendation was made to forward this item to the Consent Agenda.
  - B. Committee members were informed that Amy Bardwell was hired for the position of Developmental Disabilities case manager. Ms. Bardwell's start date was 12/09/2013. Recommendation was made to forward this item to the Consent Agenda.
  - C. Committee members were informed that Clayton Griesbach was hired for the Child Protection/Children's Services Social Worker position. Mr. Griesbach's start date was 12/10/2013. Recommendation was made to forward this item to the Consent Agenda.
  
- III. GENERAL:
  - A. The 2014-2015 IV-D Cooperative Agreement between Pennington County Human Services, the Pennington County Attorney and Pennington County Sheriff was presented for consideration. Process of Service and attorney costs remain the same as they were for the 2012-2013 agreement. Recommendation was made to forward this item to the Consent Agenda.
  - B. The Purchase of Service Agreement between this agency and Lutheran Social Services of Minnesota for the provision of Guardian and Conservator services was presented for consideration. LSS is requesting an hourly rate increase from \$51.00 to \$52.00/hour. The Director recommends approval of this agreement. Upon conclusion of the presentation, recommendation was made to forward this item to the Consent Agenda.
  - C. The Northern Lights IRTS/Crisis Stabilization Services contract was presented for renewal. This contract establishes the Medicaid required Lead Agency and provider relationship to permit the provider to bill Medical Assistance for eligible clients. Upon conclusion of the presentation, a recommendation was made to forward this item to the Consent Agenda.
  - D. The 2014 Employment and Training contract with the Minnesota Workforce Center was presented for consideration. The proposed contract amount for MFIP/DWP and FSS service provision is \$99,500. Upon conclusion of the presentation, a recommendation was made to forward this item to the Consent Agenda.
  - E. The Director informed committee members of the receipt of information that waiver contracts between lead agencies and Home and Community-Based Service providers are to be terminated effective 01/01/2014. This is in accordance with MN Statutes 256B.4912. Going forward, Home and Community-based Services providers will become enrolled providers with Minnesota Health Care Programs and must submit provider enrollment documentation. Based on Statute language and DHS

recommendation, the Director recommends the termination of current lead agency HCBS waiver contracts. Recommendation was made to forward this item to the Consent Agenda.

- F. The Out-of-Home cost report for November paid services was presented for review.
- G. Month's end cash balance for November 2013 stands at \$1,756,882.42.

### **SECTION B**

- I. There were no social service cases presented for special case consideration.
- II. Kathleen Herring presented the Crisis Assistance Monthly Report of Activity. Kathleen also reported that the current Income Maintenance open case count stands at 1,232, not including MNSure cases.
- 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: January 21, 2014 at 12:00pm.