

Pennington County Human Service Committee Meeting Agenda

For May 20, 2014

7:00 pm

Section A

Members Present:

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

- I. Reading of March 18, 2014 Meeting Minutes
- II. Personnel
 - A. Amy Nelson: Completion of Probation
 - B. Clayton Griesbach: Completion of Probation
 - C. Social Service unit staffing needs and request
- III. General
 - A. Coordination Agreement (AMHI, Adult MH Crisis, ICRS)
 - B. Contracted Case Management
 - C. Labor Contract Memorandum of Understanding
 - D. Out of Home Cost Report
 - E. Month's end cash balance

Section B

- I. Special Case Situations (Social Services)
 - CADI Waiver Case
- II. Income Maintenance Update
- III. Special Case Situations (Public Assistance)
- IV. Payment of Bills

Section C

- I. Dates of Next Committee Meetings:

06/17/2014	07/15/2014	08/19/2014
7:00 pm	7:00 pm	7:00 pm

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm, April 15, 2014 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Cody Hempel
Don Jensen
Neil Peterson
Darryl Tveitbakk

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The March 18, 2014 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes to the Consent Agenda.
- II. PERSONNEL: There were no personnel items presented for consideration.
- III. GENERAL:
 - A. Kathleen Herring, Financial Assistance Supervisor, presented preliminary results of the recent SNAP ME (Management Evaluation) review. Overall the review went well. We will be receiving a formal report on the review's results as well as any corrective actions. Kathleen also reported that the agency received acknowledgement and an award for achieving 98% timeliness for SNAP 30-day Processing. This is for the time period January 2012 through December 2013. Committee members requested this commendation be presented at the next scheduled County Board meeting.
 - B. Committee members were apprised of a letter received from Department of Human Services Commissioner, Lucinda Jesson, commending our agency for perfect performance in meeting DHS Human Service financial reporting requirements for calendar year 2013. The letter acknowledged that all key quarterly reports were submitted to the DHS Financial Operations Division on or before the report deadlines and in perfect order. Committee member recommended this commendation be presented at the next scheduled County Board meeting.
 - C. The director reported on the Human Services Performance Management system that will be implemented in the near future. The system will track counties' performance on delivery of essential human services to determine if outcomes in key service areas of children's services, income supports and adult services are being met. The purpose of the performance system will be to establish thresholds for minimum satisfactory service delivery performance, provide technical assistance as needed to under-performing counties and to develop a remedies process for non-improvement.
 - D. The out-of-home cost report for March 2014 was presented for review.
 - E. Month's end cash balance for March 2014 stands at \$1,159,500.45.

Section B

- I. There were no Social Services cases presented for Special Case Review.
- II. Kathleen Herring presented the Crisis Assistance Monthly Report of Activity. Kathleen also reported that the end of month Income Maintenance open case count for March 2014 stands at 1,409.
- III. No Income Maintenance cases were presented for Special Case consideration.
- IV. A listing of bills presented for payment was 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: May 20, 2014 at 7:00pm.

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	1,417,880.34
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	1,307,072.82
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	1,159,500.45
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	930,693.70
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	

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Date: April 11 - May 15, 2014

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157209	5/7/2014	1112970	electric	part time	4	\$747 - past due electric	EA Approved	5/9/2014
X157209	5/13/2014	825225	rent	two part time jobs	4	\$729 - first month's rent	EA Approved	5/14/2014
X157503	5/2/2014	649212	electric	full time	0	\$152 - to reconnect service	EGA Approved	5/2/2014
X157535	4/14/2014	147380	rent	part time	0	\$405 - past due rent	EGA Approved	4/21/2014
X157535	4/21/2014	758764	electric	part time	0	\$373 - past due electric	EGA Approved	4/23/2014
TOTAL						EA	\$1,476.00	
						EGA	\$930.00	

Denials

X157503	4/16/2014	510057	rent	full time	0	\$700 - past due rent	EGA denied. Did not meet co-pay requirement.	4/18/2014
X157503	3/25/2014	437908	unknown	unemployed	0	\$0	EGA denied. No emergent need established.	4/24/2014
X157503	3/20/2014	649212	lot rent	unemployed	0	\$350 - past due lot rent	EGA denied. Not cost effective.	4/20/2014
X157535	4/7/2014	1617753	rent	temp disabled	0	\$725 - past due rent	EGA denied. Not cost effective.	5/9/2014

X157535	4/22/2014	1877356	electric	part time	0	\$786 - past due electric	EGA denied. Need met with client income and assistance from ICC. C.	4/23/2014
X157535	4/22/2014	2001056	electric	full time	0	\$1,189 - past due electric	EGA denied. Client paid bill in full.	4/25/2014

Expense	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	July 2014	August 2014	September 2014	October 2014	November 2014	December 2014	YTD	2013	Change
Foster Care	\$ 21,085.23	\$ 19,153.04	\$ 18,768.43	\$ 19,906.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	78,913.53	\$63,008.22	25.2%
Rule 4	\$ 12,265.48	\$ 11,045.17	\$ 9,854.04	\$ 10,909.83	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	44,074.52	\$30,170.15	46.1%
Rule 8	\$ 12,236.01	\$ 12,236.01	\$ 10,363.88	\$ 18,144.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	52,979.91	\$59,763.00	-11.3%
Rule 5	\$ 9,105.00	\$ 5,943.50	\$ 11,985.60	\$ 14,026.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	41,060.76	\$60,785.48	-32.4%
Corrections	\$ 18,999.00	\$ 26,938.72	\$ 17,815.99	\$ 29,507.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	93,260.71	\$215,100.60	-56.6%
Totals	\$ 73,690.72	\$ 75,316.44	\$ 68,787.94	\$ 92,494.33	\$ -	\$ -	\$ -	\$ -	310,289.43	\$ 428,827.45	-27.6%				

Revenue															
Reimburse	\$ 6,241.51	\$ 1,637.24	\$ 1,685.36	\$ 1,607.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	11,171.80	\$30,759.40	-63.7%
MH Recovery	\$ (12.50)	\$ -	\$ 2,901.08	\$ 19,604.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	22,493.36	\$6,072.31	270.4%
4E Recovery	\$ -	\$ 9,724.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	9,724.00	\$13,594.38	-28.5%
Totals	\$ 6,229.01	\$ 11,361.24	\$ 4,586.44	\$ 21,212.47	\$ -	43,389.16	\$ 50,426.09	-14.0%							

Net Expense	January 2014	February 2014	March 2014	April 2014	May 2014	June 2014	July 2014	August 2014	September 2014	October 2014	November 2014	December 2014	YTD	2013	Change
	\$ 67,461.71	\$ 63,955.20	\$ 64,201.50	\$ 71,281.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	266,900.27	\$ 378,401.36	-29.5%

2013 Totals	107112.3	65012.17	121385.15	84891.74	66,959.16	84094.08	61999.55	78355.32	78436.91	99260.12	69425.6	72961.14	989,893.24	989,893.24	0.0%
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YTD Change	\$ (39,650.59)	\$ (40,707.56)	\$ (97,891.21)	\$ (111,501.09)	\$ (178,460.25)	\$ (262,554.33)	\$ (324,553.88)	\$ (402,909.20)	\$ (481,346.11)	\$ (580,606.23)	\$ (650,031.83)	\$ (722,992.97)			
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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	-1.00%
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	192.60%
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	-45.70%
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	-65.00%
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	21.10%
Totals	\$112,104.94	\$104,752.05	\$123,941.08	\$88,029.38	\$76,848.90	\$86,659.90	\$65,885.56	\$84,645.15	\$80,854.74	\$101,228.54	\$79,716.43	\$74,575.35	\$1,079,242.02	\$1,197,832.08	-9.90%

Revenue															
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	310.40%
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	-80.40%
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	-40.10%
Totals	\$4,992.64	\$39,739.88	\$2,555.93	\$3,137.64	\$9,889.74	\$2,565.82	\$3,886.01	\$6,289.83	\$2,417.83	\$1,968.42	\$10,290.83	\$1,614.21	\$89,348.78	\$133,519.73	-33.10%

Net Expense	\$107,112.30	\$65,012.17	\$121,385.15	\$84,891.74	\$66,959.16	\$84,094.08	\$61,999.55	\$78,355.32	\$78,436.91	\$99,260.12	\$69,425.60	\$72,961.14	\$989,893.24	\$1,064,312.35	-7.00%
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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	-7.60%
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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)			
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