

# Pennington County Human Service Committee Meeting Agenda

For March 18, 2014

12:00 pm

## Section A

Members Present:

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

- I. Reading of February 18, 2014 Meeting Minutes
- II. Personnel
  - A. Completion of Probation recommendation
- III. General
  - A. SNAP ME (Management Evaluation) Review
  - B. Respite Care Providers and MA Enrollment
  - E. Out of Home Cost Report
  - F. 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:

04/15/2014	05/20/2014	06/17/2014
7:00 pm	7:00 pm	7:00 pm

## SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, February 18, 2014 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 January 21, 2014 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. Alissa Jones has been hired to fill the vacant Mental Health Case Manager/Rule 25 CD Assessor social worker position. Ms. Jones is scheduled to begin her employment on 03/17/2014.
  - B. Staff members who have been hired within the past year were introduced to County Board members. Staff members who made introductions included Eligibility Workers; Jason Thompson and Samantha Wesner and Social Workers; Caitlin Chandler, Rachelle Ruegemer, Amy Bardwell and Clayton Griesbach.
  
- III. GENERAL:
  - A. Wyatt Johnson, Interim Director, Minnesota Workforce Center, came before the committee to present information and answer questions regarding contracted Employment Services programming activities funded under Pennington County's MFIP Consolidated Fund.
  - B. The Director informed committee members of the actions currently being undertaken to assist Adult Family Foster Care providers to become enrolled as MA waiver service providers. Under current waiver guidelines, enrolled providers will be required to directly bill the Medical Assistance program for service reimbursement. The director asked for consideration to advance payment to affected providers for services they have already provided and pending their enrollment approval. Such advance payment would be under the expectation that participating providers would reimburse the agency upon their eligibility to bill. The director was asked to discuss with the County Attorney and to bring additional information to the next County Board meeting.
  - C. The Director presented an updated Mental Health Outpatient Fee Subsidy Program sliding fee scale for approval. Upon completion of the presentation a recommendation was made to forward this item to the Consent Agenda.
  - D. Julie Sjostrand reported on our agency being awarded a Forensic Interview training grant by the Minnesota Department of Human Services. This grant will allow sufficient funds to bring child maltreatment forensic interviewing training to our community. In addition to human service staff, the Pennington County Attorney's office, Pennington County Sheriff's Department and the Thief River Falls Police Department also plan on participating.
  - D. The out-of-home cost report for January 2013 was presented for review.
  - E. Month's end cash balance for January 2014 stands at \$1,417,880.34.

## **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 current Income Maintenance open case count stands at 1,272.
- 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: March 18, 2014 at 12:00pm.

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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,238.27	\$ 205,696.19	-80.4%
Rule 4	\$ 12,265.48	\$ 11,045.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 23,310.65	\$ 115,133.90	-79.8%
Rule 8	\$ 12,236.01	\$ 12,236.01	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,472.02	\$ 140,871.37	-82.6%
Rule 5	\$ 7,285.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,285.00	\$ 89,343.41	-91.8%
Corrections	\$ 20,819.00	\$ 32,882.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,701.22	\$ 528,197.15	-89.8%
<b>Totals</b>	<b>\$ 73,690.72</b>	<b>\$ 75,316.44</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 149,007.16</b>	<b>\$ 1,079,242.02</b>	<b>-86.2%</b>						

Revenue															
Reimburse	\$ 6,241.51	\$ 1,637.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,878.75	\$ 42,108.29	-81.3%
MH Recovery	\$ (12.50)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (12.50)	\$ 12,887.39	-100.1%
4E Recovery	\$ -	\$ 9,724.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,724.00	\$ 34,353.10	-71.7%
<b>Totals</b>	<b>\$ 6,229.01</b>	<b>\$ 11,361.24</b>	<b>\$ -</b>	<b>\$ 17,590.25</b>	<b>\$ 89,348.78</b>	<b>-80.3%</b>									

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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 131,416.91	\$ 989,893.24	-86.7%

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)	\$ (162,092.71)	\$ (246,984.45)	\$ (313,943.61)	\$ (398,037.69)	\$ (460,037.24)	\$ (538,392.56)	\$ (616,829.47)	\$ (716,089.59)	\$ (785,515.19)	\$ (858,476.33)			
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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%
<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>	<b>-9.90%</b>

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%
<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>	<b>-33.10%</b>

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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## 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	
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	



**Pennington County Human Services**  
**Emergency Assistance/Emergency General Assistance**  
**Emergency Requests Related to Potential Evictions/Housing and Utilities**  
**Date: February 14 - March 13, 2014**

**Approvals**

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
x157517	3/4/2014	479400	electric disconnect	part time	1	\$445 - reconnect electric (heat)	Approved EA - \$445	3/4/2014
<b>TOTAL</b>						<b>EA</b>	<b>\$445.00</b>	
						<b>EGA</b>	<b>\$0.00</b>	

**Denials**

x157503	2/18/2014	1881598	housing deposit	part time	0	unknown amount	Denied EGA. No contact from client.	3/13/2014
x157535	1/31/2014	1712501	rent	full time	0	unknown amount	Denied EGA. Need met by other client resources.	2/21/2014
x157535	3/10/2014	891605	cash	unemployed	0		Denied EGA. Approved regular GA.	3/12/2014
x157535	3/6/2014	1686903	cash	unemployed	0		Withdrew EGA application.	3/13/2014