

Pennington County Human Service Committee

Meeting Agenda

July 21, 2015

7:00 pm

Section A

Members Present:

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

- I. Reading of June 16, 2015 HSC Meeting Minutes.
- II. Personnel
 - A. Hiring updates
- III. General
 - A. Occupational Development Center (7:15pm)
 - B. Child Protection Legislative Funding
 - C. Child and Family Service Review Statewide Fiscal Penalties
 - D. Draft Vehicle Use Policy
 - E. Out-of-Home Cost Report
 - F. Month's End Cash Balance
 - G. Other

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. Upcoming Committee Meetings:

08/18/2015	09/15/2015	10/20/2015
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, June 16, 2015 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Darryl Tveitbakk
Don Jensen
Oliver Swanson
Cody Hempel

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The May 19, 2015 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes to the Consent Agenda.

- II. PERSONNEL:
 - A. Tammie Blacklance has been hired to fill the Office Support Specialist vacancy. Tammie's start date was 06/08/2015. A recommendation was made to forward this action to the Consent Agenda.
 - B. Brenda Vizenor has been hired to fill the Social Worker/Care Coordinator vacancy. Brenda is scheduled to begin employment on 06/29/2015. A recommendation was made to forward this item to the Consent Agenda.
 - C. Committee members were updated on the efforts to fill two Eligibility Worker vacancies. An offer of employment for one of the positions was recently declined. The agency conducted a second round of Merit System testing with the goal of garnering additional candidates for consideration.

- III. GENERAL
 - A. Committee members were informed of recent legislation that will provide new funding for Child Protection services. Funding is limited to either adding staff or providing additional child protective services. Each county will receive base funding of no less than \$75,000.00. 80% of the funds will be provided up-front with the remaining 20% subject to meeting performance standards; one standard tied to timely face-to-face contacts with children who are the subject of an accepted maltreatment report and the other standard tied to monthly face-to-face contacts with children who are receiving protective services or who are in out-of-home care.
 - B. Follow-up discussion from the May Human Service Committee meeting was revisited to further review children's service needs, caseload numbers, community expectations, challenges in serving this population and efforts toward managing out-of-home placement costs. Children's services will, again, have a major impact as the agency begins preparing its 2016 budget.
 - C. The Director presented a draft of a proposed agency vehicle use policy. In particular, the agency is requesting guidance on whether family members may be included as authorized riders. The Director will research further and bring additional information or clarification to the July meeting.
 - D. Julie Sjostrand provided an update on the progress of having a new residential home developed in Pennington County to serve children with disabilities. Agency staff has recently met with a regional provider to discuss their interest in providing this service.
 - E. The Out-of-Home cost report through May 2015 was presented for review.
 - F. Month's end cash balance for April 2015 stands at \$961,748.47.

Section B

- I. No Social Service cases were presented for Special Case Review.

- II. Kathleen Herring presented an updated crisis assistance activity report. Kathleen also reported the end of month Income Maintenance open case count for March stands at 1,890.

- 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: July 21, 2015 at 7:00pm.

**Pennington County Human Services
Income Maintenance Unit
Active Cases by Program
Jun-15**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	32	67	23	44	Minnesota Family Investment Program
DWP	7	18	9	9	Diversionsary Work Program
GA	49	50	50	0	General Assistance
GRH	54	54	54	0	Group Residential Housing
MSA	72	72	72	0	Minnesota Supplement Aid
EA	3	---	---	---	Emergency Assistance (\$2046.79)
EGA	1	---	---	---	Emergency General Assistance (\$803)
TOTAL	218	261	208	53	

Food					
SNAP	479	936	578	358	Supplemental Nutrition Assistance Program
TOTAL	479				

Health Care					
MA	917	1,417	835	582	Medical Assistance
IMD	7	7	7	0	Institute for Mental Disease
QMB	278	280	280	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	74	78	78	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	12	12	12	0	QI-1 (Medicare Savings Program)
IMA	0	---	---	---	Interim Medical Assistance (migration complete)
MNsure	837	---	---	---	Medical Assistance in the New Eligibility System (07/13/2015)
TOTAL	2,125	1,794	1,212	582	

TOTAL ACTIVE PROGRAMS:	2,822
TOTAL ACTIVE CASES:	1,910

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Date: June 12 - July 13, 2015

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157503	6/23/2015	579419	electric - reconnect	part time	2	\$599.79 to restore service.	Approved EA - \$599.90.	6/23/2015
X157517	6/16/2015	329656	rent	full time	1	\$697 for rent.	Approved EA - \$697 for new permanent housing.	6/16/2015
X157524	6/23/2015	1527439	electric - reconnect	full time	1	\$958 to restore service.	Approved EA - \$750. Client paid \$208 and EA was used for the balance.	6/24/2015
X157540	6/30/2015	195492	rent/deposit	disabled	0	\$803 for 1st month's rent and deposit.	Approved GA - \$803 for new permanent housing.	6/30/2015
TOTAL						EA	\$2,046.90	
						EGA	\$803.00	

Denials

X157503	6/23/2015	1593092	electric - reconnect	full time	1	\$453 - to restore service.	EA Denied. Failed co-payment.	6/23/2015
X157505	7/7/2015	17579	rent/deposit	disabled/not working	0	1st month's rent/deposit	EGA Denied. Has not yet secured permanent housing.	7/7/2015
X157524	6/24/2015	730410	electric - reconnect	unemployed	2	\$820 - to restore service.	EA denied. Failed Co-payment.	6/24/2015
X157540	6/30/2015	1105254	unknown	unemployed	0	unknown	EGA Denied. No emergency.	7/2/2015
X157540	6/18/2015	1309720	unknown	part time	0	unknown	EGA Denied. No emergency.	7/6/2015

X157540	6/8/2015	243218	unknown	unemployed	0	unknown	EGA Denied. No emergency.	6/15/2015
X157540	6/30/2015	130230	unknown	unemployed	0	unknown	EGA Denied. No emergency.	6/30/2015

Human Service's Month End Balance

	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
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	1,647,300.14
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	1,618,976.04
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	1,375,360.09
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	1,088,964.93
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	693,604.86	961,748.47
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	1,534,085.80	1,932,135.73
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	1,538,687.96	
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	1,483,015.19	
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	1,236,816.55	
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	919,650.64	
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	1,900,971.24	
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	1,833,528.58	

Expense	January 2015	February 2015	March 2015	April 2015	May 2015	June 2015	July 2015	August 2015	September 2015	October 2015	November 2015	December 2015	YTD	2014	Change
Foster Care	\$ 5,764.88	\$ 4,985.52	\$ 4,596.48	\$ 4,786.71	\$ 4,632.30	\$ 7,634.91	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,400.80	\$ 117,268.91	-72.4%
Rule 4	\$ 9,581.24	\$ 8,610.65	\$ 4,737.86	\$ 12,365.22	\$ 7,248.60	\$ 7,516.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,060.42	\$ 69,416.97	-27.9%
Rule 8	\$ 5,760.00	\$ 6,541.00	\$ 25,249.97	\$ 12,240.00	\$ -	\$ 3,964.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,755.01	\$ 91,856.00	-41.5%
Rule 5	\$ 7,522.47	\$ 11,793.68	\$ -	\$ 37,755.47	\$ 13,289.66	\$ 20,659.09	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 91,020.37	\$ 55,086.82	65.2%
Corrections	\$ 49,459.94	\$ 42,157.28	\$ 27,286.00	\$ 58,719.94	\$ 37,968.80	\$ 38,249.46	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 253,841.42	\$ 136,669.71	85.7%
Totals	\$ 78,088.53	\$ 74,088.13	\$ 61,870.31	\$ 125,867.34	\$ 63,139.36	\$ 78,024.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 481,078.02	\$ 470,298.41	2.3%

Revenue															
Reimburse	\$ 3,133.30	\$ 2,354.15	\$ 3,162.14	\$ 674.84	\$ 620.70	\$ 379.77	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,324.90	\$ 18,607.25	-44.5%
MH Recovery	\$ 852.00	\$ 970.00	\$ -	\$ 2,545.00	\$ 3,432.06	\$ 2,515.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,314.06	\$ 43,214.54	-76.1%
4E Recovery	\$ -	\$ 22,963.00	\$ -	\$ -	\$ 19,764.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,727.00	\$ 34,239.00	24.8%
Totals	\$ 3,985.30	\$ 26,287.15	\$ 3,162.14	\$ 3,219.84	\$ 23,816.76	\$ 2,894.77	\$ -	\$ 63,365.96	\$ 93,967.58	-32.6%					

Net Expense	\$ 74,103.23	\$ 47,800.98	\$ 58,708.17	\$ 122,647.50	\$ 39,322.60	\$ 75,129.58	\$ -	\$ 417,712.06	\$ 376,330.83	11.0%					
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2014 Totals	\$ 67,461.71	\$ 63,955.20	\$ 64,201.50	\$ 71,960.47	\$ 26,996.14	\$ 79,662.60	\$ 82,655.92	\$ 70,092.66	\$ 100,769.15	\$ 87,316.41	\$ 55,673.64	\$ 82,324.69	\$ 853,070.09	\$ 853,070.09	0.0%
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YTD Change	\$ 6,641.52	\$ (9,512.70)	\$ (15,006.03)	\$ 35,681.00	\$ 48,007.46	\$ 43,474.44	\$ (39,181.48)	\$ (109,274.14)	\$ (210,043.29)	\$ (297,359.70)	\$ (353,033.34)	\$ (435,358.03)	\$ (1,334,964.29)		
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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
Foster Care	\$ 21,085.23	\$ 19,153.04	\$ 18,768.43	\$ 20,586.04	\$ 17,938.56	\$ 19,737.61	\$ 19,356.77	\$ 19,713.38	\$ 19,022.30	\$ 16,842.50	\$ 17,794.34	\$ 8,793.33	\$ 218,791.53
Rule 4	\$ 12,265.48	\$ 11,045.17	\$ 9,854.04	\$ 10,909.83	\$ 12,463.50	\$ 12,878.95	\$ 13,758.77	\$ 15,167.99	\$ 11,328.65	\$ 10,900.68	\$ 4,935.73	\$ 10,334.90	\$ 135,843.69
Rule 8	\$ 12,236.01	\$ 12,236.01	\$ 10,363.88	\$ 18,144.01	\$ 18,171.30	\$ 20,704.79	\$ 21,951.30	\$ 22,002.48	\$ 29,274.33	\$ 6,330.00	\$ 2,160.00	\$ 3,780.00	\$ 177,354.11
Rule 5	\$ 9,105.00	\$ 5,943.50	\$ 11,985.60	\$ 14,026.06	\$ 7,132.20	\$ 6,894.46	\$ -	\$ 950.96	\$ -	\$ 8,160.31	\$ 6,565.72	\$ 6,852.01	\$ 77,615.82
Corrections	\$ 18,999.00	\$ 26,938.72	\$ 17,815.99	\$ 29,507.00	\$ 21,869.00	\$ 21,540.00	\$ 29,349.18	\$ 40,572.00	\$ 43,674.24	\$ 47,696.90	\$ 45,824.00	\$ 56,558.60	\$ 400,344.63
Totals	\$ 73,690.72	\$ 75,316.44	\$ 68,787.94	\$ 93,172.94	\$ 77,574.56	\$ 81,755.81	\$ 84,416.02	\$ 98,406.81	\$ 103,299.52	\$ 89,930.39	\$ 77,279.79	\$ 86,318.84	\$ 1,009,949.78

Revenue													
Reimburse	\$ 6,241.51	\$ 1,637.24	\$ 1,685.36	\$ 1,607.69	\$ 5,342.24	\$ 2,093.21	\$ 1,730.10	\$ 3,086.15	\$ 2,230.15	\$ 2,465.98	\$ 3,994.15	\$ 3,846.15	\$ 35,959.93
MH Recovery	\$ (12.50)	\$ -	\$ 2,901.08	\$ 19,604.78	\$ 20,721.18	\$ -	\$ 30.00	\$ 6,616.00	\$ 300.22	\$ 148.00	\$ -	\$ 148.00	\$ 50,456.76
4E Recovery	\$ -	\$ 9,724.00	\$ -	\$ -	\$ 24,515.00	\$ -	\$ -	\$ 18,612.00	\$ -	\$ -	\$ 17,612.00	\$ -	\$ 70,463.00
Totals	\$ 6,229.01	\$ 11,361.24	\$ 4,586.44	\$ 21,212.47	\$ 50,578.42	\$ 2,093.21	\$ 1,760.10	\$ 28,314.15	\$ 2,530.37	\$ 2,613.98	\$ 21,606.15	\$ 3,994.15	\$ 156,879.69

Net Expense	\$ 67,461.71	\$ 63,955.20	\$ 64,201.50	\$ 71,960.47	\$ 26,996.14	\$ 79,662.60	\$ 82,655.92	\$ 70,092.66	\$ 100,769.15	\$ 87,316.41	\$ 55,673.64	\$ 82,324.69	\$ 853,070.09
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