

Pennington County Human Service Committee

Meeting Agenda

June 16, 2015

7:00 pm

Section A

Members Present:

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

- I. Reading of May 19, 2015 HSC Meeting Minutes.
- II. Personnel
 - A. Hiring updates
- III. General
 - A. Child Protection Funding
 - B. Children's Services
 - C. Draft Vehicle Use Policy
 - D. Out-of-Home Cost Report
 - E. Month's End Cash Balance
 - F. 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:

07/21/2015	08/18/2015	09/15/2015
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, May 19, 2015 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Don Jensen
Oliver Swanson
Neil Peterson

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjostrand
Kathleen Herring

- I. MINUTES: The April 21, 2015 Human Service Committee meeting minutes were read. A recommendation was made to forward the minutes to the Consent Agenda.

- II. PERSONNEL:
 - A. Committee members were updated on the hiring for current vacancies. Interviews were recently conducted for Social Worker, Eligibility Worker and Office Support Specialist.
 - B. The Director recommended the following employees be granted permanency status after successfully completing required probationary periods. Alia Cota, Social Worker/Child Protection Specialist completed probation on April 23, 2015 and Danielle Lindemer, Social Worker/Child Protection Specialist completed probation as of May 4, 2015. Recommendation was made to forward these actions to the Consent Agenda.

- III. GENERAL
 - A. The Director presented information concerning the 2016 PMAP/MNCare Procurement process. Agency staff recently reviewed proposals from four Managed Care Organizations wishing to serve as PMAP/MNCare providers for Pennington County. The four MCO's included Blue Plus, MEDICA, Health Partners and UCare. As a result of our local review, Blue Plus received the highest score of the four proposals. Committee members also recommended that a resolution be forwarded to DHS supporting Blue Plus as the PMAP/MNCare health plan to be considered by DHS to serve Pennington County participants. Upon completion of the discussion, recommendation was made to forward this item to the Consent Agenda.
 - B. The Director informed committee members of a letter received from the Minnesota Department of Human Services reporting that the single audit report of Pennington County for CY2013 showed no applicable unresolved human services or cross cutting audit findings requiring a corrective action plan.
 - C. The Director presented the Information Privacy and Business Associate Agreements between the Department of Human Services and this agency establishing expectations of the handling and exchange of private data and Private Health Information (PHI) between our two organizations. The Director recommended that the agency enter into and formalize these agreements. Upon completion of the presentation, recommendation was made to forward these agreements to the Consent Agenda.
 - D. Julie Sjostrand updated committee members on efforts to secure a residential placement for a difficult to serve child. With no success in securing a placement, Julie reported that the agency recently requested and received a DHS variance from the current state-wide moratorium to allow development of a new residential resource. Agency staff will soon be meeting with a residential service provider to discuss resource development.
 - E. The Out-of-Home cost report through April 2015 was presented for review.
 - F. Month's end cash balance for April 2015 stands at \$1,088,964.93.

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 1,879.
- 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: June 16, 2015 at 7:00pm.

**Pennington County Human Services
Income Maintenance Unit
2015 Active Cases by Program**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cash												
MFIP	29	32	27	32	31							
DWP	8	2	5	4	3							
GA	47	46	41	43	47							
GRH	59	58	54	55	52							
MSA	72	74	76	77	70							
EA	2	1	0	1	2							
EGA	0	0	0	1	1							
TOTAL	217	213	203	213	206	0						

Food												
SNAP	508	490	507	502	493							
TOTAL	508	490	507	502	493	0						

Health Care												
MA	963	947	923	894	875							
IMD	8	6	5	6	7							
QMB	275	277	274	275	283							
SLMB	79	77	72	79	74							
QI-1	11	11	11	10	10							
IMA	90	60	77	40	22							
MNsure	500	574	642	720	775							
TOTAL	1,926	1,952	2,004	2,024	2,046	0						

Total Active Programs												
	2,651	2,655	2,714	2,739	2,745							

Total Active Cases												
	1,778	1,793	1,865	1,879	1,890							

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Date: May 13 - June 11, 2015

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
x157517	5/19/2015	860074	electric	disabled	1	\$300.07 - electricity	EA Approved	5/21/2015
x157524	5/19/2015	1226621	electric	receiving unemployment	3	\$709.96 - to re-connect electricity	EA Approved	5/19/2015
x157540	5/26/2015	152624	gas/heat	disabled	0	\$337.34 - gas/heat	EGA Approved	5/26/2015
TOTAL						EA	\$1,010.03	
						EGA	\$337.34	

409224

x157524	6/11/2015	998344	electric	full time	3	\$617.86 - to prevent electric disconnect	EA Denied. Did not meet co-pay.	6/11/2015
x157540	5/18/2015	452007	unknown	unemployed	0	none	EGA Denied. No emergency.	5/18/2015
x157540	5/27/2015	409224	unknown	temporary disability	0	none	EGA Denied. No emergency.	5/26/2015

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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,765.89	\$ 97,531.30	-74.6%
Rule 4	\$ 9,581.24	\$ 8,610.65	\$ 4,737.86	\$ 12,365.22	\$ 7,248.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 42,543.57	\$ 56,538.02	-24.8%
Rule 8	\$ 5,760.00	\$ 6,541.00	\$ 25,249.97	\$ 15,633.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 53,184.29	\$ 71,151.21	-25.3%
Rule 5	\$ 7,522.47	\$ 11,793.68	\$ -	\$ 34,362.15	\$ 13,289.66	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 66,967.96	\$ 48,192.36	39.0%
Corrections	\$ 49,459.94	\$ 42,157.28	\$ 27,286.00	\$ 58,719.94	\$ 37,968.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 215,591.96	\$ 115,129.71	87.3%
Totals	\$ 78,088.53	\$ 74,088.13	\$ 61,870.31	\$ 125,867.34	\$ 63,139.36	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 403,053.67	\$ 388,542.60	3.7%

Revenue															
Reimburse	\$ 3,133.30	\$ 2,354.15	\$ 3,162.14	\$ 674.84	\$ 620.70	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,945.13	\$ 16,514.04	-39.8%
MH Recovery	\$ 852.00	\$ 970.00	\$ -	\$ 2,545.00	\$ 3,432.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,799.06	\$ 43,214.54	-82.0%
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,471.19	\$ 93,967.58	-35.6%

Net Expense	\$ 74,103.23	\$ 47,800.98	\$ 58,708.17	\$ 122,647.50	\$ 39,322.60	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 342,582.48	\$ 294,575.02	16.3%
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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	\$ (31,655.14)	\$ (114,311.06)	\$ (184,403.72)	\$ (285,172.87)	\$ (372,489.28)	\$ (428,162.92)	\$ (510,487.61)	\$ (1,860,871.35)		
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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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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	
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	