

Pennington County Human Service Committee

Meeting Agenda

November 17, 2015

12:00 pm

Section A

Members Present:

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

Reading of October 20, 2015 HSC Meeting Minutes

- I. Personnel
 - A. Hiring Update
 - B. Probationary action
- II. General
 - A. Lutheran Social Services POS Agreement
 - B. Extension of FSC/CMH Collaborative Facilitation agreement
 - C. Family-Based Services
 - D. Month's End Cash Balance
 - E. 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. Dates of Next Committee Meetings:

12/15/2015	01/19/2016	02/16/2016
12:00pm	12:00pm	12:00pm

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm, October 20, 2015 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Darryl Tveitbakk
Don Jensen
Oliver Swanson
Neil Peterson

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjsotrand
Kathleen Herring

I. MINUTES: The September 15, 2015 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. Committee members were informed of the hiring of Elizabeth Madley to fill the Office Support Specialist vacancy. It is planned for Ms. Madley to begin employment on 11/02/2015. Recommendation was made to forward this item to the Consent Agenda.
- B. The Director submitted and recommended, for approval, 2 overtime requests. Recommendation was made to forward this item to the Consent Agenda.

III. GENERAL

- A. The SNAP Employment and Training Program Service Agreement with the Minnesota Department of Employment and Economic Development (DEED) with services performed through the Minnesota Workforce Center was presented for consideration. A recommendation was made to forward this item to the Consent Agenda.
- B. The MFIP Employment Services Agreement between this agency and the Minnesota Workforce Center was presented for consideration. Under the proposed agreement, the Workforce Center will provide all employment services to referred MFIP and DWP recipients for the agreed upon amount of \$109,000.00 for CY2016. A recommendation was made to forward this item to the Consent Agenda.
- C. Pennington County's proposed MFIP Biennial Service Agreement with the Minnesota Department of Human Services was presented for consideration. The agreement sets forth the program plan and budget for Minnesota Family Investment program funds allocated to Pennington County. Upon completion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- D. The 2016-2017 Pennington County Plan for Administration of the State's Child Care Assistance Program was presented for consideration. The Agency's plan is subject to review and approval by the Department of Human Services. Upon completion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- E. The Tri-Valley Transportation contract establishing public transportation service rates for CY2016 was presented for consideration. Upon conclusion of the presentation, recommendation was made to forward this item to the Consent Agenda.
- F. The 24/7 Child Protection Response requirements effective 01/01/2015 were revisited and reviewed. Items of concern include scheduling after hour and weekend coverage and timely response. Committee members will be updated as this process continues to unfold.
- G. The out-of-home cost report for September 2015 was presented for review.
- H. Month's end cash balance for September 2015 stands at \$1,844,296.27.
- I. Discussion was held regarding the opportunity to join other regional counties in sharing costs toward installation of the Case Works electronic data management system for Child Support. At the conclusion of the discussion, a determination was made to forego joining this project.

SECTION B

- I. No Social Service cases were presented for Special Case Review.
- II. Kathleen Herring presented the crisis assistance activity report and the most recent Income Maintenance caseload report.
- 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: November 17, 2015 at 12:00pm.

**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	32	35	45	50	50		
DWP	8	2	5	4	3	7	8	12	10	6		
GA	47	46	41	43	47	49	49	53	53	53		
GRH	59	58	54	55	52	54	56	55	55	56		
MSA	72	74	76	77	70	72	74	73	73	73		
EA	2	1	0	1	2	3	2	2	3	1		
EGA	0	0	0	1	1	1	2	1	1	0		
TOTAL	217	213	203	213	206	218	226	241	245	239	0	0

Food												
SNAP	508	490	507	502	493	479	482	466	465	450		
TOTAL	508	490	507	502	493	479	482	466	465	450	0	0

Health Care												
MA	963	947	923	894	875	917	843	833	830	826		
IMD	8	6	5	6	7	7	6	7	8	7		
QMB	275	277	274	275	283	278	270	266	265	271		
SLMB	79	77	72	79	74	74	75	79	83	74		
QI-1	11	11	11	10	10	12	9	9	9	11		
IMA	90	60	77	40	22	0	0	0	2	0		
MNsure *	500	574	642	720	775	837	528	549	551	575		
MNsure/MCRE *	0	0	0	0	0	0	52	55	59	65		
TOTAL	1,926	1,952	2,004	2,024	2,046	2,125	1,783	1,798	1,807	1,829	0	0

Total Active Programs												
	2,651	2,655	2,714	2,739	2,745	2,822	2,491	2,505	2,515	2,518		

Total Active Cases												
	1,778	1,793	1,865	1,879	1,890	1,910	1,651	1,669	1,688	1,700		

* New report being generated by the Minnesota Department of Human Services. Adjusts totals beginning 07/2015.

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	2,047,715.90
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	2,097,897.09
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	1,844,296.27
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	1,492,630.60
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	\$ 6,644.19	\$ 9,449.67	\$ 14,488.19	\$ 13,068.11	\$ -	\$ -	\$ 76,050.96	\$ 192,203.86	-60.4%
Rule 4	\$ 9,581.24	\$ 8,610.65	\$ 4,737.86	\$ 12,365.22	\$ 7,248.60	\$ 7,516.85	\$ 7,840.48	\$ -	\$ 2,827.98	\$ 25,211.11	\$ -	\$ -	\$ 85,939.99	\$ 120,573.06	-28.7%
Rule 8	\$ 5,760.00	\$ 6,541.00	\$ 25,249.97	\$ 12,240.00	\$ -	\$ 3,964.04	\$ -	\$ -	\$ 15,776.00	\$ 49.63	\$ -	\$ -	\$ 69,580.64	\$ 171,414.11	-59.4%
Rule 5	\$ 7,522.47	\$ 11,793.68	\$ -	\$ 37,755.47	\$ 13,289.66	\$ 20,659.09	\$ 3,508.50	\$ -	\$ 25,935.92	\$ 10,975.20	\$ -	\$ -	\$ 131,439.99	\$ 64,198.09	104.7%
Corrections	\$ 49,459.94	\$ 42,157.28	\$ 27,286.00	\$ 58,719.94	\$ 37,968.80	\$ 38,249.46	\$ 33,855.16	\$ 35,168.19	\$ 44,225.23	\$ 47,910.13	\$ -	\$ -	\$ 415,000.13	\$ 297,962.03	39.3%
Totals	\$ 78,088.53	\$ 74,088.13	\$ 61,870.31	\$ 125,867.34	\$ 63,139.36	\$ 78,024.35	\$ 51,848.33	\$ 44,617.86	\$ 103,253.32	\$ 97,214.18	\$ -	\$ -	\$ 778,011.71	\$ 846,351.15	-8.1%

Revenue															
Reimburse	\$ 3,133.30	\$ 2,354.15	\$ 3,162.14	\$ 674.84	\$ 620.70	\$ 379.77	\$ 488.67	\$ 488.67	\$ 498.95	\$ 488.73	\$ -	\$ -	\$ 12,289.92	\$ 28,119.63	-56.3%
MH Recovery	\$ 852.00	\$ 970.00	\$ -	\$ 2,545.00	\$ 3,432.06	\$ 2,515.00	\$ 1,693.00	\$ 1,693.00	\$ 1,693.00	\$ 822.00	\$ -	\$ -	\$ 16,215.06	\$ 50,308.76	-67.8%
4E Recovery	\$ -	\$ 22,963.00	\$ -	\$ -	\$ 19,764.00	\$ -	\$ -	\$ 27,094.76	\$ -	\$ -	\$ -	\$ -	\$ 69,821.76	\$ 52,851.00	32.1%
Totals	\$ 3,985.30	\$ 26,287.15	\$ 3,162.14	\$ 3,219.84	\$ 23,816.76	\$ 2,894.77	\$ 2,181.67	\$ 29,276.43	\$ 2,191.95	\$ 1,310.73	\$ -	\$ -	\$ 98,326.74	\$ 131,279.39	-25.1%

Net Expense	\$ 74,103.23	\$ 47,800.98	\$ 58,708.17	\$ 122,647.50	\$ 39,322.60	\$ 75,129.58	\$ 49,666.66	\$ 15,341.43	\$ 101,061.37	\$ 95,903.45	\$ -	\$ -	\$ 679,684.97	\$ 715,071.76	-4.9%
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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	\$ 10,485.18	\$ (44,266.05)	\$ (43,973.83)	\$ (35,386.79)	\$ (91,060.43)	\$ (173,385.12)	\$ (268,301.35)		
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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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