

Pennington County Human Service Committee

Meeting Agenda

October 20, 2015

7:00 pm

Section A

Members Present:

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

Reading of September 15, 2015 HSC Meeting Minutes

- I. Personnel
 - A. OSS Hiring Update
- II. General
 - A. SNAP E and T Program Service Agreement
 - B. 2016 MFIP ES contract
 - C. MFIP Biennial Service Agreement (BSA)
 - D. CCAP
 - E. Tri-Valley Transportation Contract
 - F. 24/7 Child Protection Response
 - G. Month's End Cash Balance
 - H. 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:

11/17/2015	12/15/2015	01/19/2016
12:00pm	12:00pm	12:00pm

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm, September 15, 2015 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Don Jensen
Oliver Swanson
Cody Hempel
Neil Peterson

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Julie Sjsotrand
Kathleen Herring

- I. MINUTES: The August 18, 2015 Human Service Committee meeting minutes were read. Hearing no changes a recommendation was made to forward the minutes to the Consent Agenda.
- II. PERSONNEL:
 - A. Committee members were updated on re-filling of the Office Support Specialist vacancy.
- III. GENERAL
 - A. A request for consideration was brought before the committee for the purchase of cellular telephones for child protection and mental health case management staff. The Director shared information on government pricing plans through Verizon. Committee members were supportive of the concept and recommended this item be forwarded to the Technology Committee for review.
 - B. Julie Sjostrand, Social Service Supervisor, presented information of potential statewide implementation of 24/7 child protection response protocol. Anticipated implementation of standards will impact how agencies will respond to after hour and weekend screening and processing of child maltreatment reports. The committee will be updated if and as these requirements move forward.
 - C. The Director informed Committee members of our submission of a Program Improvement Plan to DHS' Human Service Performance Management system. The PIP addressed how we plan to improve on the agency's percentage of children in out-of-home placements who are reunited with their parents within 12 months of their initial placement.
 - D. Committee members were apprised of the work being done to complete and submit the 2016-2017 MFIP Biennial Service Agreement. A preliminary plan, which has been posted and open to a 30 day public comment period, will be presented for consideration at the October Human Service Committee meeting.
 - E. Committee members were informed of Sanford Behavioral Health Center's ribbon-cutting and open house scheduled for September 23rd.
 - F. The out-of-home cost report for August was presented for review.
 - G. Month's end cash balance for August 2015 stands at \$2,097,897.09.
 - H. Committee members were informed of the resumption of the Labor/Management Committee meetings. One area of common interest is to explore installation of an electronic access system for all entrances and secure accesses to our building and office areas. Committee members supported exploring this upgrade and to gather additional information and cost estimates from available vendors.

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: October 20th, 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	32	35	45	50			
DWP	8	2	5	4	3	7	8	12	10			
GA	47	46	41	43	47	49	49	53	53			
GRH	59	58	54	55	52	54	56	55	55			
MSA	72	74	76	77	70	72	74	73	73			
EA	2	1	0	1	2	3	2	2	3			
EGA	0	0	0	1	1	1	2	1	1			
TOTAL	217	213	203	213	206	218	226	241	245	0	0	0

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

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

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

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

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

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Date: September 10 - October 12, 2015

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
x157517	9/29/2015	1039374	electric	1 adult full time and 1 adult part time	3	\$750 - to avoid an electric disconnect	EA Approved for \$750. Client paid remaining balance of \$79.72.	9/29/2015
TOTAL						EA	\$750.00	
						EGA	\$0.00	

Denials

x157517	9/16/2015	1281578	none	1 adult full time	3	none	EA Denied. Adult was unemployed and recently separated from spouse. Couple reunited and no longer had an emergency need as spouse working full time and able to meet financial needs.	10/14/2015
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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	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	
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	\$ -	\$ -	\$ -	\$ 62,982.85	\$ 156,339.06	-59.7%
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	\$ -	\$ -	\$ -	\$ 60,728.88	\$ 98,343.73	-38.2%
Rule 8	\$ 5,760.00	\$ 6,541.00	\$ 25,249.97	\$ 12,240.00	\$ -	\$ 3,964.04	\$ -	\$ -	\$ 15,776.00	\$ -	\$ -	\$ -	\$ 69,531.01	\$ 135,809.78	-48.8%
Rule 5	\$ 7,522.47	\$ 11,793.68	\$ -	\$ 37,755.47	\$ 13,289.66	\$ 20,659.09	\$ 3,508.50	\$ -	\$ 25,935.92	\$ -	\$ -	\$ -	\$ 120,464.79	\$ 56,037.78	115.0%
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	\$ -	\$ -	\$ -	\$ 367,090.00	\$ 206,590.89	77.7%
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	\$ -	\$ -	\$ -	\$ 680,797.53	\$ 653,121.24	4.2%

Revenue															
Reimburse	\$ 3,133.30	\$ 2,354.15	\$ 3,162.14	\$ 674.84	\$ 620.70	\$ 379.77	\$ 488.67	\$ 488.67	\$ 498.95	\$ -	\$ -	\$ -	\$ 11,801.19	\$ 23,423.50	-49.6%
MH Recovery	\$ 852.00	\$ 970.00	\$ -	\$ 2,545.00	\$ 3,432.06	\$ 2,515.00	\$ 1,693.00	\$ 1,693.00	\$ 1,693.00	\$ -	\$ -	\$ -	\$ 15,393.06	\$ 49,860.54	-69.1%
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	\$ -	\$ -	\$ -	\$ 97,016.01	\$ 126,135.04	-23.1%

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	\$ -	\$ -	\$ -	\$ 583,781.52	\$ 526,986.20	10.8%
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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)	\$ (131,290.24)	\$ (186,963.88)	\$ (269,288.57)	\$ (556,011.70)		
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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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