

Pennington County Human Service Committee

Meeting Agenda

January 19, 2016

12:00 pm

Section A

Members Present:

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

- I. Election of 2016 Committee Chair and Vice-Chair
- II. Reading of December 15, 2015 HSC Meeting Minutes
- III. Personnel
 - A. Probationary action
- IV. General
 - A. Health Partners: Participating Provider Agreement
 - B. IV-D Cooperative Agreement
 - C. Sanford Behavioral Health Contract Amendment
 - D. BC/BS Application for Funding
 - 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. Dates of Next Committee Meetings:

02/16/2016	03/15/2016	04/19/2016
12:00pm	12:00pm	7:00pm

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, December 15, 2015 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Darryl Tveitbakk
Don Jensen
Oliver Swanson
Cody Hempel

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Scott Sommers
Julie Sjsotrand
Kathleen Herring

- I. MINUTES: The November 17, 2015 Human Service Committee meeting minutes were read and forwarded to the Consent Agenda.

- II. PERSONNEL:
After presentation and discussion, recommendation was made to forward the following personnel items to the Consent Agenda.
 - A. A request to re-advertise for the Office Support Specialist vacancy.
 - B. The hiring of Kassandra Herbst, Social Worker/ CPS, effective 01/07/2016
 - C. A request to extend probation for Tammie Blacklance, Eligibility Worker, for up to 6 months contingent upon review.

- III. GENERAL
 - A. The Director presented the Supported Employment/Job Coaching Purchase of Service contract with the Occupational Development Center. ODC is requesting a \$9,000.00 increase to the current \$45,000.00 annual funding cap and an increase to the service rates. Upon completion of discussion a recommendation to increase the contract cap by \$5,000.00 with consideration for additional funding based upon mid-year review/request was forwarded to the Consent Agenda.
 - B. The Director presented the 2016 Umbrella Tree supervised visitation Purchase of Service Agreement with the Violence Intervention Project. The 2015 agreement provided a \$4,000.00 annual service cap. Service rates and the annual cap for 2016 would remain the same. With no further discussion a recommendation was made to forward this item to the Consent Agenda.
 - C. The Director presented information regarding the agency's MSHO/MSO+ care coordination delegation agreement with MEDICA health plan. With a change in the reimbursement structure the director recommends that the agency submit a formal intent to terminate the agreement. Upon conclusion of the presentation, recommendation was made to forward this item to the Consent Agenda.
 - D. Julie Sjostrand provided committee members an update on the 24/7 Child Protection Response protocol.
 - E. The November out-of-home cost report was presented for review.
 - F. Month's end cash balance for November 2016 stands at \$2,213,985.52.

SECTION B

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

- II. Kathleen Herring, Financial Assistance Supervisor, 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 moved 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: January 19, 2016 at 12:00pm.

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	2,213,985.52
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	2,083,484.81

2016

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	\$ 13,313.39	\$ 12,071.40	\$ 101,435.75	\$ 218,791.53	-53.6%
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	\$ 4,122.95	\$ -	\$ 90,062.94	\$ 135,843.69	-33.7%
Rule 8	\$ 5,760.00	\$ 6,541.00	\$ 25,249.97	\$ 12,240.00	\$ -	\$ 3,964.04	\$ -	\$ -	\$ 15,776.00	\$ 49.63	\$ -	\$ 5,236.00	\$ 74,816.64	\$ 177,354.11	-57.8%
Rule 5	\$ 7,522.47	\$ 13,118.88	\$ 5,092.60	\$ 37,755.47	\$ 13,289.66	\$ 20,659.09	\$ 3,508.50	\$ 3,625.45	\$ 25,935.92	\$ 10,975.20	\$ 13,544.87	\$ 22,046.40	\$ 177,074.51	\$ 77,615.82	128.1%
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	\$ 40,881.23	\$ 26,993.00	\$ 482,874.36	\$ 400,344.63	20.6%
Totals	\$ 78,088.53	\$ 75,413.33	\$ 66,962.91	\$ 125,867.34	\$ 63,139.36	\$ 78,024.35	\$ 51,848.33	\$ 48,243.31	\$ 103,253.32	\$ 97,214.18	\$ 71,862.44	\$ 66,346.80	\$ 926,264.20	\$ 1,009,949.78	-8.3%

Revenue															
Reimburse	\$ 3,015.30	\$ 1,865.48	\$ 1,370.14	\$ 674.84	\$ 620.70	\$ 679.77	\$ 488.67	\$ 488.67	\$ 498.95	\$ 488.67	\$ 1,320.94	\$ 1,340.03	\$ 12,852.16	\$ 35,959.93	-64.3%
MH Recovery	\$ 970.00	\$ 2,295.20	\$ 1,792.00	\$ 2,545.00	\$ 3,432.06	\$ 2,515.00	\$ (1,595.00)	\$ 1,693.00	\$ 1,687.00	\$ 822.00	\$ 822.00	\$ 822.00	\$ 17,800.26	\$ 50,456.76	-64.7%
4E Recovery	\$ -	\$ 22,220.00	\$ -	\$ -	\$ 19,674.00	\$ -	\$ -	\$ 27,094.76	\$ -	\$ -	\$ -	\$ 12,500.00	\$ 81,488.76	\$ 70,463.00	15.6%
Totals	\$ 3,985.30	\$ 26,380.68	\$ 3,162.14	\$ 3,219.84	\$ 23,726.76	\$ 3,194.77	\$ (1,106.33)	\$ 29,276.43	\$ 2,185.95	\$ 1,310.67	\$ 2,142.94	\$ 14,662.03	\$ 112,141.18	\$ 156,879.69	-28.5%

Net Expense	\$ 74,103.23	\$ 49,032.65	\$ 63,800.77	\$ 122,647.50	\$ 39,412.60	\$ 74,829.58	\$ 52,954.66	\$ 18,966.88	\$ 101,067.37	\$ 95,903.51	\$ 69,719.50	\$ 51,684.77	\$ 814,123.02	\$ 853,070.09	-4.6%
--------------------	--------------	--------------	--------------	---------------	--------------	--------------	--------------	--------------	---------------	--------------	--------------	--------------	---------------	---------------	-------

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%
-------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	---------------	--------------	--------------	--------------	---------------	---------------	------

YTD Change	\$ 6,641.52	\$ (8,281.03)	\$ (8,681.76)	\$ 42,005.27	\$ 54,421.73	\$ 49,588.71	\$ 19,887.45	\$ (31,238.33)	\$ (30,940.11)	\$ (22,353.01)	\$ (8,307.15)	\$ (38,947.07)	\$ 23,796.22		
------------	-------------	---------------	---------------	--------------	--------------	--------------	--------------	----------------	----------------	----------------	---------------	----------------	--------------	--	--

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
--------------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	--------------	---------------	--------------	--------------	--------------	---------------

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Date: December 10, 2015 - January 12, 2016

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
x157524	12/11/2015	2001086	rent	1 parent employed.	2	\$750.00 - to avoid eviction.	EA approved - \$750.	12/11/2015
x157524	12/21/2015	1469634	rent	1 parent employed.	3	\$522.00 - to avoid eviction.	EA approved - \$522.	12/21/2015
TOTAL						EA	\$1,272.00	
						EGA	\$0.00	

Denials

x157524	12/22/2015	730410	rent	1 parent employed.	1	\$2,377.00 - to avoid eviction.	EA denied. Failed co-payment, cost effectiveness and Employment Services sanction.	12/22/2015
x157535	1/5/2016	84889	housing	Unemployed.	0	Unknown	Denied EGA. Homeless client had not yet selected/secured permanent housing. Provided transportation to the Care & Share, Crookston.	1/12/2016

x157540	1/8/2016	22270	unknown	Unemployed. Pending application for UIB.	0	Unknown	Denied EGA. No documented emergency.	1/13/2016
---------	----------	-------	---------	---	---	---------	--	-----------

**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	50	51
DWP	8	2	5	4	3	7	8	12	10	6	5	6
GA	47	46	41	43	47	49	49	53	53	53	57	60
GRH	59	58	54	55	52	54	56	55	55	56	56	58
MSA	72	74	76	77	70	72	74	73	73	73	76	72
EA	2	1	0	1	2	3	2	2	3	1	0	3
EGA	0	0	0	1	1	1	2	1	1	0	0	0
TOTAL	217	213	203	213	206	218	226	241	245	239	244	250

Food												
SNAP	508	490	507	502	493	479	482	466	465	450	461	461
TOTAL	508	490	507	502	493	479	482	466	465	450	461	461

Health Care												
MA	963	947	923	894	875	917	843	833	830	826	816	813
IMD	8	6	5	6	7	7	6	7	8	7	8	8
QMB	275	277	274	275	283	278	270	266	265	271	272	269
SLMB	79	77	72	79	74	74	75	79	83	74	73	77
QI-1	11	11	11	10	10	12	9	9	9	11	12	11
IMA	90	60	77	40	22	0	0	0	2	0	0	0
MNsure *	500	574	642	720	775	837	528	549	551	575	592	636
MNsure/MCRE *	0	0	0	0	0	0	52	55	59	65	64	67
TOTAL	1,926	1,952	2,004	2,024	2,046	2,125	1,783	1,798	1,807	1,829	1,837	1,881

Total Active Programs												
	2,651	2,655	2,714	2,739	2,745	2,822	2,491	2,505	2,515	2,518	2,542	2,592

Total Active Cases												
	1,778	1,793	1,865	1,879	1,890	1,910	1,651	1,669	1,688	1,700	1,722	1,777

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