

Pennington County Human Service Committee

Meeting Agenda

May 17, 2016

7:00 pm

Section A

Members Present:

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

- I. Reading of April 19, 2016 HSC Meeting Minutes
- II. Personnel
 - A. Hiring Update
 - B. Staffing requests
- III. General
 - A. Collaborative Facilitation Service Contract.
 - B. Out of Home Cost Report
 - C. Month's End Cash Balance
 - D. 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:

06/21/2016	07/19/2016	08/16/2016
7:00pm	7:00pm	7:00pm

SECTION A

The regular meeting of the Pennington County Human Service Committee was held at 7:00 pm. April 19, 2016 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT

Don Jensen	Cody Hempel
Oliver Swanson	Neil Peterson

STAFF MEMBERS PRESENT:

Ken Yutrzenka	Kathleen Herring
Julie Sjsotrand	

- I. **MINUTES:** The March 15, 2016 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. Maureen Monson has been re-hired to fill the Long Term Care Social Worker Vacancy. Maureen resumed employment effective April 4, 2016. A recommendation was made to forward this item to the Consent Agenda.
 - B. Committee members were also updated on the efforts to fill the remaining Social Worker Family and Adult Foster Care licensing position.

- III. **GENERAL**
 - A. Administrative staff presented information on caseload sizes and staffing needs. In the Income Maintenance unit, Kathleen Herring, Financial Assistance Supervisor, identified staffing needs to address health care, now known as METS, activity. It is believed that the existing EW vacancy plus an additional worker will be needed to create the capacity to not only serve current cases but also several hundred more cases that will migrate from the MAXIS system over to the METS system yet this year. On the Social Service side, Julie Sjostrand, Social Service Supervisor, presented information regarding the need for additional staff to address child protection as well as Children’s and Adult Mental Health case management. A request was made to hire three new Social Workers. Discussion was also held regarding the need for additional space to address current and proposed new staffing needs. Upon completion of the presentations and discussions, committee members requested follow-up information on the availability and projections of non-county funding opportunities in support of these requests. In addition, a recommendation to refill the existing Eligibility Worker vacancy was forwarded to the consent agenda.
 - B. The March 2016 out-of-home cost report was presented for review.
 - C. Month’s end cash balance for March 2016 stands at \$1,655,070.89.

SECTION B

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

- II. The Director presented the crisis assistance activity report and the most recent Income Maintenance caseload report. Current open case load count stands at 1,720.

- 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: May 17, 2016 at 7:00pm.

Expense	January 2016	February 2016	March 2016	April 2016	May 2016	June 2016	July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	YTD	2015	Change
Foster Care	\$ 12,121.02	\$ 9,722.77	\$ 8,851.45	\$ 8,194.97								\$ -	\$ 38,890.21	\$ 20,133.59	93.2%
Rule 4	\$ 7,241.53		\$ 5,421.60	\$ 2,801.16								\$ -	\$ 15,464.29	\$ 35,294.97	-56.2%
Rule 8	\$ -	\$ 561.00	\$ 3,366.00				\$ -					\$ -	\$ 3,927.00	\$ 49,790.97	-92.1%
Rule 5	\$ 22,359.43	\$ 12,299.90	\$ 19,251.80	\$ 23,436.71								\$ -	\$ 77,347.84	\$ 63,489.42	21.8%
Corrections	\$ 26,936.19	\$ 12,780.00	\$ 32,872.03	\$ 20,030.88								\$ -	\$ 92,619.10	\$ 177,623.16	-47.9%
Adoption Aid	\$ 26,993.00											\$ -	\$ 26,993.00	\$ -	
Totals	\$ 95,651.17	\$ 35,363.67	\$ 69,762.88	\$ 54,463.72	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 255,241.44	\$ 346,332.11	-26.3%
Revenue															
Reimburse	\$ 2,286.03	\$ 503.35	\$ 503.35	\$ 488.67								\$ -	\$ 3,781.40	\$ 6,925.76	-45.4%
MH Recovery	\$ 822.00	\$ 822.00	\$ 822.00	\$ 822.00								\$ -	\$ 3,288.00	\$ 7,602.20	-56.7%
4E Recovery	\$ -	\$ 3,303.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,303.00	\$ 22,220.00	-85.1%
Totals	\$ 3,108.03	\$ 4,628.35	\$ 1,325.35	\$ 1,310.67	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,372.40	\$ 36,747.96	-71.8%
Net Expense	\$ 92,543.14	\$ 30,735.32	\$ 68,437.53	\$ 53,153.05	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 244,869.04	\$ 309,584.15	-20.9%
2015 Totals	\$ 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	\$ 814,123.02	0.0%
YTD Change	\$ 18,439.91	\$ 142.58	\$ 4,779.34	\$ (64,715.11)	\$ (104,127.71)	\$ (178,957.29)	\$ (231,911.95)	\$ (250,878.83)	\$ (351,946.20)	\$ (447,849.71)	\$ (517,569.21)	\$ (569,253.98)	\$ (2,693,848.16)		

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
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
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
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
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
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
Adoption Aid													\$ -
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
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
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
4E Recovery	\$ -	\$ 22,220.00	\$ -	\$ -	\$ 19,674.00	\$ -	\$ -	\$ 27,094.76	\$ -	\$ -	\$ -	\$ 12,500.00	\$ 81,488.76
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
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

Human Service's Month End Balance

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
January	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	1,814,014.90
February	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	1,801,985.24
March	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	1,655,070.89
April	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	1,347,248.60
May	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	1,122,336.68	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	1,425,888.93	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	1,295,253.41	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	1,073,403.66	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	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	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	1,415,786.24	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	

Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
Apr-16

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
x157517	4/5/2016	1216602	electric	unemployed	2	\$552 - to avoid electric disconnect	EA Approved - \$552. Also now an MFIP recipient.	4/5/2016
TOTAL						EA	\$552.00	
						EGA	\$0.00	

Denials

x157517	4/19/2016	1548114	electric	unemployed	2	\$567.18 - to restore electric service	EA Denied. Did not meet 30% co-pay.	4/19/2016
x157517	4/19/2016	2190553	electric	full time	1	\$981.93 - to restore electric service	EA Denied. Did not meet 30% co-pay.	4/19/2016
x157524	4/22/2016	909865	electric	unemployed	2	\$1100 - to restore electric service	EA denied. Failed co-payment. Referred to ICCC for potential assistance.	4/27/2016
x157535	3/31/2016	272750	electric	unemployed	0	unknown	EGA Denied. Resolved electric needs with assistance from ICCC.	4/26/2016
x157535	4/26/2016	800607	unknown	unemployed	0	unknown	EGA Denied. No documented emergency.	4/29/2016
x157540	4/11/2016	2189245	unknown	unemployed	0	unknown	EGA Withdrawn. No emergency.	4/12/2016
x157540	4/11/2016	487137	electric	self-employed	0	\$849 - late electric payment (no shut-off notice yet)	EGA Withdrawn. No emergency.	4/11/2016

x157540	4/13/2016	574029	rent	unemployed	0	Amount unknown. Eviction.	EGA Denied. No funds available. Referred to other area resources for potential assistance.	4/13/2016
x157540	4/22/2016	159911	unknown	SSI	0	unknown	EGA Withdrawn. No emergency.	4/22/2016
x157540	4/26/2016	2191351	unknown	unemployed	0	unknown	EGA Withdrawn. No emergency.	4/27/2016