

Pennington County Human Service Committee

Meeting Agenda

February 19, 2019

12:00 pm

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Review of January 15, 2019 HSC Meeting minutes
- III. Personnel:
 - A. Fiscal Supervisor: Retirement and Transition Planning
 - B. Director: Retirement
 - C. Other
- IV. General
 - A. Sanford Behavioral Health 2019 Purchase Agreements
 - B. Children's Mental Health Screening Grant
 - C. Child Care Licensing Brochure
 - D. Out-of-Home Cost Report
 - E. Month's End Cash Balance
 - F. Other

Section B

- I. Special Case Situations (Social Services)
- II. Income Maintenance Update
- III. Special Case Situations (Public Assistance)
- IV. Payment of Bills

Section C

- I. Dates of Upcoming Committee Meetings:

03/19/2019
12:00 pm

04/16/2019
7:00 am

05/21/2019
7:00 am

DRAFT

SECTION A

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, January 15, 2019 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence
Darryl Tveitbakk
Neil Peterson
Don Jensen
Cody Hempel

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Scott Sommers
Julie Sjostrand
Kathleen Herring

- I. COMMITTEE RE-ORGANIZATION: Elections for CY2019 Committee Chair and Vice-Chair were conducted. Commissioner Lawrence was elected Committee Chair and Commissioner Tveitbakk was elected Committee Vice-Chair.
- II. MINUTES: The December 18, 2018 Human Service Committee meeting minutes were posted for review. Noting no corrections or changes, a recommendation was made to forward the minutes to the Consent Agenda.
- III. PERSONNEL:
 - A. Megan Cullen, Office Support Specialist, is scheduled to complete her 6-month probation period on 01/30/2019. Ms. Cullen is satisfactorily meeting assigned expectations. The Director recommends that Ms. Cullen be granted permanent status upon full completion of the standard probation period. Upon conclusion of the presentation Committee members recommended this item be forwarded to the Consent Agenda.
 - B. The Director informed Committee members that the internal posting for the Eligibility Worker vacancy has ended and that one internal candidate has made application. The Director requests that if the internal candidate is offered and accepts the position that he be allowed to immediately post, advertise, interview and hire to fill the subsequent vacancy. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - C. The Director announced the resignation of Amanda (Kennedy) Lara effective January 2, 2019. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - D. The Director and Social Services Supervisor presented a request to bring on a new Social Worker/Mental Health Case manager. This position was budgeted for CY2019 and current workload demands as well as the presence of a waiting list supports the need to fill this position. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- IV. GENERAL:
 - A. The CY 2019 Children's Community-Based Mental Health services Purchase of Service Agreement between this agency and Northwestern Mental Health Center, Inc. was presented for consideration. Upon completion of all discussion a recommendation was made to forward this item to the Consent Agenda.
 - B. Committee members were apprised of the upcoming MSSA (Minnesota Social Service Association) Annual Training Conference and Expo scheduled for March 20-22, 2019 in Minneapolis, MN. Request was made to allow a number of agency staff to attend. Upon conclusion of the presentation Committee members approved attendance by up to 6 staff members.
 - C. Julie Sjostrand, Social Services Supervisor apprised committee members that the agency is currently hosting 1 Social Worker student intern and 1 Social Worker student for a field placement experience over the next few months. Discussion was also held regarding the noticeable lack of Social Worker candidates for recent vacancies and that hosting interns may be a good way to generate interest if future employment with our agency.

- D. The Director apprised committee members that the move of the Child Support unit from the Carnegie Library back to the old courthouse is almost complete.
- E. The out-of-home cost report for CY 2018 through December was presented for review.
- F. Month's end cash balance for December 2018 stands at \$2,970,003.64.
- G. Discussion was held regarding the ownership of Valley Home Assisted Living. Committee members were informed of the intention to meet with the new owners soon to discuss items of mutual interest.

SECTION B

- I. No social service cases were presented for special case review.
- II. The Income Maintenance crisis assistance activity report and the Income Maintenance caseload report were reviewed. Current open IM caseload count stands at 1,765.
- III. No Income Maintenance cases were presented for Special Case consideration. Kathleen Herring, FAS, provided Committee members an update on the Salvation Army's recent Red Kettle campaign.
- IV. A listing of bills presented for payment was reviewed. A 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: February 19, 2019 at 12:00 pm.

DRAFT

Expense	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	YTD	2018	Change
Foster Care	\$ 7,196.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,196.74	\$ 20,422.62	-64.8%
Rule 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,310.43	-100.0%
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 471.04	-100.0%
Rule 5	\$ 4,367.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,367.51	\$ -	#DIV/0!
Corrections	\$ 9,815.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,815.00	\$ 13,041.00	-24.7%
Adoption Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,998.00	-100.0%
Totals	\$ 21,379.25	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,379.25	\$ 38,243.09	-44.1%

Revenue															
Reimburse	\$ 891.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 891.17	\$ 2,794.44	-68.1%
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4E Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 891.17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 891.17	\$ 2,794.44	-68.1%

Net Expense	\$ 20,488.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,488.08	\$ 35,448.65	-42.2%
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2018 Totals	\$ 35,448.65	\$ 63,270.36	\$ 61,788.82	\$ 36,195.34	\$ 23,845.12	\$ 17,949.84	\$ 10,692.30	\$ 21,618.95	\$ 19,223.33	\$ 12,548.84	\$ 20,673.42	\$ 25,247.10			
YTD Change	\$ (14,960.57)	\$ (78,230.93)	\$ (140,019.75)	\$ (176,215.09)	\$ (200,060.21)	\$ (218,010.05)	\$ (228,702.35)	\$ (250,321.30)	\$ (269,544.63)	\$ (282,093.47)	\$ (302,766.89)	\$ (328,013.99)			

Expense	2018 January	2018 February	2018 March	2018 April	2018 May	2018 June	2018 July	2018 August	2018 September	2018 October	2018 November	2018 December	YTD
Foster Care	\$ 20,422.62	\$ 21,938.13	1641901.0%	18138.79	15188.92	17235.44	10243.67	9966.44	15224.34	10223.73	11520.88	6809.05	\$ 173,331.02
Rule 4	\$ 2,310.43	\$ 2,343.60	211680.0%	3006.07	2909.1	4149.04	2909.1	3138.44	2398.04		2361.89	2285.7	\$ 29,928.21
Rule 8	\$ 471.04	\$ 18,528.00	240600.0%			597		995	995	995		1194	\$ 26,181.04
Rule 5					0	0						3012.2	\$ 3,012.20
Corrections	\$ 13,041.00	\$ 23,798.00	4314609.0%	16791	17470	15818	8900	9402	2406	2724	11732.16	13090	\$ 178,318.25
Adoption Aid	\$ 1,998.00											0	\$ 1,998.00
Totals	\$ 38,243.09	\$ 66,607.73	\$ 64,087.90	\$ 37,935.86	\$ 35,568.02	\$ 37,799.48	\$ 22,052.77	\$ 23,501.88	\$ 21,023.38	\$ 13,942.73	\$ 25,614.93	\$ 26,390.95	\$ 412,768.72
Revenue													
Reimburse	\$ 2,794.44	\$ 3,163.37	\$ 2,299.08	\$ 1,740.52	\$ 977.90	\$ 1,225.64	\$ 2,006.47	\$ 1,882.93	\$ 1,800.05	\$ 1,393.89	\$ 554.51	\$ 1,143.85	\$ 20,982.65
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4E Recovery	\$ -	\$ 174.00	\$ -	\$ -	\$ 10,745.00	\$ -	\$ 9,354.00	\$ -	\$ -	\$ 4,387.00	\$ -	\$ -	\$ 24,660.00
NFC Sewettlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 18,624.00	\$ -	\$ -	\$ -	\$ -	\$ 201.00	\$ -	\$ 18,825.00
Totals	\$ 2,794.44	\$ 3,337.37	\$ 2,299.08	\$ 1,740.52	\$ 11,722.90	\$ 19,849.64	\$ 11,360.47	\$ 1,882.93	\$ 1,800.05	\$ 1,393.89	\$ 4,941.51	\$ 1,344.85	\$ 64,467.65
Net Expense	\$ 35,448.65	\$ 63,270.36	\$ 61,788.82	\$ 36,195.34	\$ 23,845.12	\$ 17,949.84	\$ 10,692.30	\$ 21,618.95	\$ 19,223.33	\$ 12,548.84	\$ 20,673.42	\$ 25,046.10	\$ 348,301.07