

Pennington County Human Service Committee

Meeting Agenda

January 15, 2019

12:00 pm

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Committee Reorganization
- II. Review of December 18, 2018 HSC Meeting minutes
- III. Personnel:
 - A. Completion of Probation
- IV. General
 - A. Northwestern Mental Health Center: Service Agreement
 - B. MSSA Conference
 - C. Social Worker Interns
 - D. Child Support Unit: Move to new quarters
 - E. Out-of-Home Cost Report
 - F. Month's End Cash Balance
 - G. 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:

02/19/2019
12:00 pm

03/19/2019
12:00 pm

04/16/2019
7:00 am

DRAFT

SECTION A

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, December 18, 2018 at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence
Darryl Tveitbakk
Don Jensen

STAFF MEMBERS PRESENT:

Ken Yutrzenka
Scott Sommers
Julie Sjostrand
Kathleen Herring

- I MINUTES: A recommendation was made to forward the November 20, 2018 Human Service Committee meeting minutes to the Consent Agenda.
- II. PERSONNEL:
- A. The Director announced the hiring of Savannah Gunderson to fill a Child Protection Social Worker vacancy. Ms. Gunderson started her employment on December 10, 2018. Upon conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.
 - B. The Director announced the resignation of Kylie Ogorek, Eligibility Worker, effective 12/28/2018. Upon conclusion of the announcement a recommendation was made to forward this item to the Consent Agenda.
 - C. The Director presented a request to post, interview and hire for the Eligibility Worker vacancy as noted above. Upon conclusion of the presentation a recommendation was made to forward this item to the consent Agenda
- III. GENERAL:
- A. The CY 2019-2020 State of Minnesota Department of Human Services and Pennington County Grant Contract for funding of mental health services was presented for consideration. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - B. The CY 2019 Pennington County Collaborative Support Services Agreement with the Northwestern Mental Health Center, Inc. was presented for consideration. This agreement calls for the provision of support services provided to the Pennington County Collaborative with a service cap of \$5,000.00. Pennington County Human Services will serve as fiscal host for this agreement and costs will be paid through collaborative funds. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - C. The director informed Committee members of recent discussions with Sanford Health regarding the CY 2019 Behavioral Health service agreements for community-based, residential and temporary confinement/CD assessment services. The Director also requested extensions of the current CY 2018 service agreements until new agreements are established. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - D. The Director presented the Guardianship/Conservatorship purchase of service agreement between this agency and Lutheran Social Services of Minnesota. The proposed two-year agreement calls for hourly service rates of \$56.28 and \$57.41 for CY 2019 and CY 2020 respectively. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
 - E. The Out-of-Home cost report for November 2018 was presented for review.
 - F. Julie Sjostrand, Social Service Supervisor, presented information regarding two state-wide child protection performance indicators; one measuring the timeliness of response to reports of child maltreatment and the other measuring monthly case manager visits of children in out-of-home care. For the current reporting period, the agency has met and exceeded state determined performance standards.

- G. Julie Sjostrand presented information on the Slumberland bed donation program for families in need.

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 1,729.
- III. No Income Maintenance cases were presented for Special Case consideration.
- 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: January 15, 2019 at 12:00 pm.

DRAFT

**Pennington County Human Services
Income Maintenance Unit
2018 Active Cases by Program**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cash												
MFIP	61	66	62	57	55	52	49	47	41	40	43	39
DWP	9	7	4	3	6	5	5	4	4	6	9	8
GA	39	49	44	46	52	52	45	45	45	49	48	45
GRH	64	62	65	66	67	63	60	61	62	59	60	59
MSA	64	61	63	61	62	62	62	60	63	64	61	62
EA	2	0	0	4	2	3	0	2	2	2	1	1
EGA	0	0	0	0	0	1	0	0	2	0	0	0
TOTAL	239	245	238	237	244	238	221	219	219	220	222	214

Food												
SNAP	529	503	507	503	515	491	486	484	495	499	514	496
TOTAL	529	503	507	503	515	491	486	484	495	499	514	496

Health Care												
MA (MAXIS)	587	579	568	563	555	560	554	542	536	537	529	527
IMD	8	8	8	7	7	7	8	7	7	7	7	6
QMB	278	276	275	266	264	264	259	256	253	248	246	241
SLMB	74	71	73	79	77	75	74	73	73	79	72	71
QI-1	4	5	5	5	5	6	9	11	10	11	11	12
MA (METS/MNsure)	851	858	850	860	865	853	842	833	816	802	790	788
MCRE (METS)	27	33	37	39	37	35	33	32	30	29	31	24
TOTAL	1,829	1,830	1,816	1,819	1,810	1,800	1,779	1,754	1,725	1,713	1,686	1,669

Total Active Programs												
	2,597	2,578	2,561	2,559	2,569	2,529	2,486	2,457	2,439	2,432	2,422	2,379

Total Active Cases												
	1,904	1,909	1,885	1,897	1,907	1,874	1,837	1,819	1,804	1,799	1,792	1,765

Expense	January 2018	February 2018	March 2018	April 2018	May 2018	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	YTD	2017	Change
Foster Care	\$ 20,422.62	\$ 21,938.13	\$ 16,419.01	\$ 18,138.79	\$ 15,188.92	\$ 17,235.44	\$ 10,243.67	\$ 9,966.44	\$ 15,224.34	\$ 10,223.73	\$ 11,520.88	\$ 6,809.05	\$ 173,331.02	\$ 226,315.99	-23.4%
Rule 4	\$ 2,310.43	\$ 2,343.60	\$ 2,116.80	\$ 3,006.07	\$ 2,909.10	\$ 4,149.04	\$ 2,909.10	\$ 3,138.44	\$ 2,398.04	\$	\$ 2,361.89	\$ 2,285.70	\$ 29,928.21	\$ 28,690.49	4.3%
Rule 8	\$ 471.04	\$ 18,528.00	\$ 2,406.00			\$ 597.00		\$ 995.00	\$ 995.00	\$ 995.00		\$ 1,194.00	\$ 26,181.04	\$ 103,156.61	-74.6%
Rule 5					\$ -	\$ -						\$ 3,012.20	\$ 3,012.20	\$ 53,877.74	-94.4%
Corrections	\$ 13,041.00	\$ 23,798.00	\$ 43,146.09	\$ 16,791.00	\$ 17,470.00	\$ 15,818.00	\$ 8,900.00	\$ 9,402.00	\$ 2,406.00	\$ 2,724.00	\$ 11,732.16	\$ 13,090.00	\$ 178,318.25	\$ 159,968.45	11.5%
Adoption Aid	\$ 1,998.00											\$ -	\$ 1,998.00	\$ 14,823.00	-86.5%
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	\$ 586,832.28	-29.7%

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	\$ 18,131.12	15.7%
MH Recovery	\$	\$ -										\$	\$ -	\$ 9,074.86	-100.0%
4E Recovery	\$	\$ 174.00			\$ 10,745.00		\$ 9,354.00			\$ 4,387.00		\$	\$ 24,660.00	\$ 12,915.00	90.9%
NFC Settlement						\$ 18,624.00						\$	\$ 18,624.00	\$ 2,168.00	
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	\$ 1,143.85	\$ 64,266.65	\$ 42,288.98	52.0%

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	\$ 25,247.10	\$ 348,502.07	\$ 544,543.30	-36.0%
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2017 Totals	\$ 47,364.80	\$ 45,409.40	\$ 48,119.13	\$ 42,055.89	\$ 31,435.81	\$ 41,409.78	\$ 46,999.83	\$ 32,312.37	\$ 54,813.39	\$ 34,870.83	\$ 56,668.77	\$ 64,179.79			
YTD Change	\$ (11,916.15)	\$ 5,944.81	\$ 19,614.50	\$ 13,753.95	\$ 6,163.26	\$ (17,296.68)	\$ (53,604.21)	\$ (64,297.63)	\$ (99,887.69)	\$ (122,209.68)	\$ (158,205.03)	\$ (197,137.72)			

Expense	2017 January	2017 February	2017 March	2017 April	2017 May	2017 June	2017 July	2017 August	2017 September	2017 October	2017 November	2017 December	YTD
Foster Care	\$ 10,138.93	\$ 13,849.87	1559968.0%	18006.7	17784.68	17469	22096.35	21943.84	19570.3	20483.18	26243.57	23129.89	\$ 226,315.99
Rule 4	\$ 1,654.78		320842.0%	1685.78	2254.08	2610.24	3262.8	3960.25	3388.55	2117.4	2312.29	2235.9	\$ 28,690.49
Rule 8	\$ 5,008.05	\$ 5,912.72	520212.0%	5759.49	6345.7	5759.49	10012.7	11332.28	11332.28	4819.8	13143.98	18528	\$ 103,156.61
Rule 5	\$ 14,935.18	\$ 14,386.57	804916.0%	5461.93	0					4318.55	6726.35	0	\$ 53,877.74
Corrections	\$ 23,339.00	\$ 13,919.45	1891000.0%	13912	10839	17027	12770	1925	9633	4988	12420	20286	\$ 159,968.45
Adoption Aid									14823			0	\$ 14,823.00
Totals	\$ 55,075.94	\$ 48,068.61	5096938.0%	44825.9	37223.46	42865.73	48141.85	39161.37	58747.13	36726.93	60846.19	64179.79	\$ 586,832.28
Revenue													
Reimburse	\$ 851.78	\$ 903.21	63475.0%	2770.01	1327.65	1455.95	1142.02		3933.74	1856.1	2159.42	1096.49	\$ 18,131.12
MH Recovery	\$ 6,859.36	\$ -	221550.0%										\$ 9,074.86
4E Recovery	\$ -	\$ 1,756.00	0.0%	0	4460	0	0	4681	0	0	2018.00	0	\$ 12,915.00
NFC Sewettlement								2168					\$ 2,168.00
Totals	\$ 7,711.14	\$ 2,659.21	\$ 2,850.25	\$ 2,770.01	\$ 5,787.65	\$ 1,455.95	\$ 1,142.02	\$ 6,849.00	\$ 3,933.74	\$ 1,856.10	\$ 4,177.42	\$ 1,096.49	\$ 42,288.98
Net Expense	\$ 47,364.80	\$ 45,409.40	\$ 48,119.13	\$ 42,055.89	\$ 31,435.81	\$ 41,409.78	\$ 46,999.83	\$ 32,312.37	\$ 54,813.39	\$ 34,870.83	\$ 56,668.77	\$ 63,083.30	\$ 544,543.30

**Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
December-18**

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157555	12/3/2018	1931490	electric	2 adults: 1 full time and 1 unemployed	2	\$377.38 - to prevent disconnect.	EA Approved - \$377.38	12/7/2018
						EA	\$377.38	
TOTAL						EGA	\$0.00	

Denials

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157517	12/4/2018	2193784	electric	2 adults: both full time	2	\$600+ - to prevent disconnect.	Household over 200% FPG. Application for Emergency Assistance through ICCG given.	12/4/2018
X157540	11/9/2018	2306766	rent	1 adult: part time	0	unknown	EGA Denied Client did not complete application process.	12/13/2018
X157540	12/10/2018	1643417	unknown	1 adult: unemployed	0	unknown	EGA Denied No emergency.	12/10/2018
X157554	11/14/2018	964907	unknown	2 adults: unemployed	0	unknown	EGA Denied Client did not complete application process.	12/17/2018

Human Service's Month End Balance

	2010	2011	2012	2013	2014	2015	2016	2017	2018
January	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	2,182,630.66	2,271,729.26
February	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	2,138,616.83	2,176,762.19
March	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	1,800,227.71	1,844,672.30
April	506,305.55	825,804.92	819,532.72	808,225.65	930,693.70	1,088,964.93	1,347,248.60	1,539,707.40	1,525,256.03
May	447,916.22	768,561.39	678,196.10	552,664.08	693,604.86	961,748.47	1,294,231.42	1,426,858.37	1,528,544.15
June	1,253,180.74	1,615,579.53	1,560,001.28	336,353.50	1,534,085.80	1,932,135.73	2,330,176.40	2,576,374.42	2,692,513.93
July	1,327,951.41	1,313,679.13	1,659,331.53	1,693,689.91	1,538,687.96	2,047,715.90	2,367,725.88	2,650,496.79	2,874,408.12
August	1,312,090.88	1,599,387.92	1,694,786.46	1,636,358.00	1,483,015.19	2,097,897.09	2,427,610.70	2,600,332.14	2,749,859.99
Septemember	1,094,067.41	1,349,316.27	1,431,613.15	1,468,683.30	1,236,816.55	1,844,296.27	2,121,578.06	2,362,913.96	2,518,750.84
October	954,484.86	1,188,529.69	1,116,275.87	1,174,910.46	919,650.64	1,492,630.60	1,866,987.16	2,133,041.74	2,198,557.64
November	1,422,560.89	1,732,295.38	877,736.63	1,756,882.42	1,900,971.24	2,213,985.52	2,638,930.35	2,642,643.71	3,070,756.97
December	1,377,405.92	1,588,551.10	1,485,681.91	1,678,723.86	1,833,528.58	2,083,484.81	2,395,704.36	2,513,770.14	2,970,003.64