

# Pennington County Human Service Committee

## Meeting Agenda

February 18, 2020

12:00 pm

### Members Present

\_\_\_\_\_ Bruce Lawrence

\_\_\_\_\_ Don Jensen

\_\_\_\_\_ Cody Hempel

\_\_\_\_\_ Neil Peterson

\_\_\_\_\_ Darryl Tveitbakk

### Section A

- I. Minutes: Review of 01/21/2020 HSC Meeting Minutes
- II. Personnel:
  - A. Probationary Actions
- III. General:
  - A. Sanford Behavioral Contract
  - B. Child Support Cooperative Agreement CY 2020
  - C. Out-of-Home Cost Report
  - D. Month's End Cash Balance
  - E. 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:

03/24/2020  
12:00 pm

04/21/2020  
7:00 am

05/19/2020  
7:00 am

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, January 21, 2020, at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Bruce Lawrence  
Cody Hempel  
Don Jensen  
Neil Peterson

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director  
Scott Sommers  
Maureen Monson  
Charles Lundgren

COMMITTEE RE-ORGANIZATION: Elections for CY 2020 Committee Chair and Vice-Chair were conducted. Commissioner Tveitbakk was elected Committee Chair and Commissioner Jensen was elected Committee Vice- Chair.

**SECTION A**

I. MINUTES:

- A. The December 17, 2019, Human Service Committee Meeting Minutes were electronically posted for review. Noting no corrections or changes, a recommendation was made to forward the Minutes to the Consent Agenda.

II. PERSONNEL:

- A. Kelsey Sorgaard, Office Support Specialist is scheduled to complete probation on 02/26/2020. Kelsey is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Sorgaard be granted permanent status upon completion of the 6-month period. Upon conclusion of this presentation a recommendation was made to forward this item to the Consent Agenda.
- B. The Director presented a request to post, interview and hire for the Financial Assistance Supervisor vacancy. Upon conclusion of this presentation a recommendation was made to forward this item to the Consent Agenda.

III. GENERAL:

- A. The CY 2020 Clinic Behavioral/Community -Based Services Purchase of Services Agreement between Sanford Behavioral Health Center and Pennington County Human 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 2020 Residential Services Purchase of Services Agreement between Sanford Behavioral Health Center and Pennington County Human Services was presented for consideration. 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 2020 Temporary Confinement and CD Assessment services. The Director also requested an extension of the current CY 2019 service agreement until a new agreement is established. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- D. Agency Financial Eligibility Workers presented to the committee information on their roles and responsibilities that they fulfill in serving the elderly and Health Care Plans in Pennington County.
- E. The Out-of-Home Cost Report through December 2019 was presented for Review.
- F. Month's end cash balance for December 2019 stand at \$3,606,171.73

#### **SECTION B**

- I. No Social Service cases were presented for special case review.
- II. The Director presented the Emergency Assistance/Emergency General Assistance December 2019 report of activity. The Director also reported the Income Maintenance open case count stands at 1,741.
- 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: February 18, 2020, at 12:00 p.m.

Expense	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	YTD	2019	Change
Foster Care	\$ 4,639.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,639.68	\$ 54,638.36	-91.5%
Rule 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,957.00	-100.0%
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 597.00	-100.0%
Rule 5	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,922.56	-100.0%
Corrections	\$ 19,148.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,148.00	\$ 131,450.00	-85.4%
Adoption Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,731.58	-100.0%
<b>Totals</b>	<b>\$ 23,787.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,787.68</b>	<b>\$ 219,296.50</b>	<b>-89.2%</b>

Revenue																
Reimburse	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,424.78	-100.0%
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	#DIV/0!
4E Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,128.00	-100.0%	
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,552.78</b>	<b>-100.0%</b>	

<b>Net Expense</b>	<b>\$ 23,787.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 23,787.68</b>	<b>\$ 202,743.72</b>	<b>-88.3%</b>
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2019 Totals	\$ 20,488.08	\$ 14,398.54	\$ 18,389.66	\$ 18,870.82	\$ 18,361.32	\$ 20,815.17	\$ 18,634.30	\$ 13,204.44	\$ 10,724.29	\$ 13,159.48	\$ 18,162.97	\$ 17,534.65			
YTD Change	\$ 3,299.60	\$ (11,098.94)	\$ (29,488.60)	\$ (48,359.42)	\$ (66,720.74)	\$ (87,535.91)	\$ (106,170.21)	\$ (119,374.65)	\$ (130,098.94)	\$ (143,258.42)	\$ (161,421.39)	\$ (178,956.04)			

Expense	2019 January	2019 February	2019 March	2019 April	2019 May	2019 June	2019 July	2019 August	2019 September	2019 October	2019 November	2019 December	YTD
Foster Care	\$ 7,196.74	\$ 3,233.92	\$ 4,614.70	\$ 4,346.82	\$ 4,591.2	\$ 5,498.49	\$ 3,297.66	\$ 6,121.44	\$ 3,242.29	\$ 4,301.48	\$ 3,225.97	\$ 4,967.65	\$ 54,638.36
Rule 4	\$ -	\$ 2,396.30	\$ 2,164.40	\$ 2,396.3	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 6,957.00
Rule 8	\$ -	\$ -	\$ -	\$ -	\$ 597	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 597.00
Rule 5	\$ 4,367.51	\$ 4,420.29	\$ 4,122.4	\$ -	\$ 0	\$ 1,030.68	\$ 8,981.64	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 22,922.56
Corrections	\$ 9,815.00	\$ 10,445.00	\$ 8,400.00	\$ 10,662	\$ 15,295	\$ 14,796	\$ 8,060	\$ 8,502	\$ 7,482	\$ 9,002	\$ 14,937	\$ 14,054	\$ 131,450.00
Adoption Aid	\$ -	\$ -	\$ -	\$ 2,377.58	\$ -	\$ 354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 2,731.58
<b>Totals</b>	<b>\$ 21,379.25</b>	<b>\$ 20,495.51</b>	<b>\$ 19,301.54</b>	<b>\$ 19,782.70</b>	<b>\$ 20,483.20</b>	<b>\$ 21,679.17</b>	<b>\$ 20,339.30</b>	<b>\$ 14,623.44</b>	<b>\$ 10,724.29</b>	<b>\$ 13,303.48</b>	<b>\$ 18,162.97</b>	<b>\$ 19,021.65</b>	<b>\$ 219,296.50</b>
Revenue													
Reimburse	\$ 891.17	\$ 923.97	\$ 911.88	\$ 911.88	\$ 72.88	\$ 864.00	\$ 1,705.00	\$ -	\$ -	\$ 144.00	\$ -	\$ -	\$ 6,424.78
MH Recovery	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4E Recovery	\$ -	\$ 5,173.00	\$ -	\$ -	\$ 2,049.00	\$ -	\$ 1,419.00	\$ -	\$ -	\$ -	\$ -	\$ 1,487.00	\$ 10,128.00
NFC Sewettlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Totals</b>	<b>\$ 891.17</b>	<b>\$ 6,096.97</b>	<b>\$ 911.88</b>	<b>\$ 911.88</b>	<b>\$ 2,121.88</b>	<b>\$ 864.00</b>	<b>\$ 1,705.00</b>	<b>\$ 1,419.00</b>	<b>\$ -</b>	<b>\$ 144.00</b>	<b>\$ -</b>	<b>\$ 1,487.00</b>	<b>\$ 16,552.78</b>
<b>Net Expense</b>	<b>\$ 20,488.08</b>	<b>\$ 14,398.54</b>	<b>\$ 18,389.66</b>	<b>\$ 18,870.82</b>	<b>\$ 18,361.32</b>	<b>\$ 20,815.17</b>	<b>\$ 18,634.30</b>	<b>\$ 13,204.44</b>	<b>\$ 10,724.29</b>	<b>\$ 13,159.48</b>	<b>\$ 18,162.97</b>	<b>\$ 17,534.65</b>	<b>\$ 202,743.72</b>



**Pennington County Human Services  
Income Maintenance Unit  
Active Cases by Program  
Jan-20**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	39	103	35	68	Minnesota Family Investment Program
DWP	4	6	4	2	Diversionary Work Program
GA	42	42	42	0	General Assistance
GRH	45	45	45	0	Group Residential Housing
MSA	55	56	56	0	Minnesota Supplement Aid
EA	0	0	0	0	Emergency Assistance
EGA	1	1	1	0	Emergency General Assistance
<b>TOTAL</b>	<b>186</b>	<b>253</b>	<b>183</b>	<b>70</b>	

SNAP/Food	# Cases	# Adults	# Children	
SNAP	484	536	278	Supplemental Nutrition Assistance Program
<b>TOTAL</b>	<b>484</b>			

Health Care	# Cases	# Adults	# Children	
MA (MAXIS)	514	439	85	Medical Assistance
IMD	7	7	0	Institute for Mental Disease
QMB	238	238	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	62	65	1	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	18	20	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	778	1,568		Medical Assistance (as of _____).
MCRE (METS)	45	70		MinnesotaCare (as of _____).
<b>TOTAL</b>	<b>1,662</b>	<b>2,493</b>	<b>86</b>	

<b>TOTAL ACTIVE PROGRAMS:</b>	<b>2,332</b>
<b>TOTAL ACTIVE CASES:</b>	<b>1,774</b>



**Pennington County Human Services  
Emergency Assistance/Emergency General Assistance  
Emergency Requests Related to Potential Evictions/Housing and Utilities  
January-20**

<b>Approvals</b>								
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157554	1/17/2020	1833092	housing	1 adult full time	0	650 to prevent eviction	EGA Approved.	1/24/2020
<b>TOTAL</b>								
							EA	\$0.00
							EGA	\$650.00

<b>Denials</b>								
Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157554	12/11/2019	1739588	electric	1 adult full time: 1 adult part time.	1	\$456.68 to prevent electric shut off.	EA Denied. Client did not complete the application process.	1/10/2020
X157554	12/13/2019	1745546	housing	1 adult: part time	0	unknown	EA Denied. Case pending 30 days, client failed to provide verifs.	1/13/2020
x157540	12/16/2019	1907934	unknown	1 adult: full time	1	unknown	EA Denied. No verified emergency.	1/14/2020
x157540	1/31/2020	1275195	unknown	1 adult: unemployed	1	unknown	EA Denied. No verified emergency.	1/31/2020