

# Pennington County Human Service Committee

## Meeting Agenda

March 17, 2020

12:00 pm

### Members Present

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

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

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

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

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

### Section A

- I. Minutes: Review of 02/18/2020 HSC Meeting Minutes
- II. Personnel:
  - A. Probationary Actions
  - B. Award to Social Worker by MDH
- III. General:
  - A. Update on CaseWorks, An EDMS (Electronic Data Management system).
  - B. Update on Application Xtender, An EDMS.
  - 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:

03/17/2020  
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, February 18, 2020, at Pennington County Human Services.

COMMITTEE MEMBERS PRESENT:

Darryl Tveitbakk  
Don Jensen  
Neil Peterson  
Bruce Lawrence

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director  
Maureen Monson  
Charles Lundgren

SECTION A

I. MINUTES:

- A. The January 21, 2020, 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. Trey Kjono, Eligibility Worker is scheduled to complete probation on 03/14/2020. Trey is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Mr. Kjono 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 an update on the hiring status of the Financial Assistance Supervisor position.

III. GENERAL:

- A. The 2020 Temporary Confinement (72- Hour Hold) and CD Assessment Purchase of Service 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 2020-2021 Child Support Cooperative Agreement between the State of Minnesota, Pennington County Attorney's Office, Pennington County Sheriff's Office, 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. Agency Mental Health and Child Protection Social Workers Presented to the committee information on their roles and responsibilities that they fulfill in serving the clients in Pennington County.
- D. The Out-of-Home Cost Report through January 2020 was presented for Review.
- E. Month's end cash balance for January 2020 stand at \$3,288,028.76

**SECTION B**

- I. No Social Service cases were presented for special case review.
- II. The Director presented the Emergency Assistance/Emergency General Assistance January 2020 report of activity. The Director also reported the Income Maintenance open case count stands at 1,774
- 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: March 17, 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	\$ 4,162.68	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,802.36	\$ 54,638.36	-83.9%
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	\$ 20,665.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,813.00	\$ 131,450.00	-69.7%
Adoption Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,731.58	-100.0%
<b>Totals</b>	<b>\$ 23,787.68</b>	<b>\$ 24,827.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,615.36</b>	<b>\$ 219,296.50</b>	<b>-77.8%</b>

Revenue	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
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>\$ 24,827.68</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 48,615.36</b>	<b>\$ 202,743.72</b>	<b>-76.0%</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	\$ 13,728.74	\$ (4,660.92)	\$ (23,531.74)	\$ (41,893.06)	\$ (62,708.23)	\$ (81,342.53)	\$ (94,546.97)	\$ (105,271.26)	\$ (118,430.74)	\$ (136,593.71)	\$ (154,128.36)			

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	\$ 8,981.64	\$ 1,419.00	\$ 7,482	\$ 9,002	\$ 14,937	\$ 14,054	\$ 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	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
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  
Feb-20**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	40	109	37	72	Minnesota Family Investment Program
DWP	3	4	3	1	Diversionary Work Program
GA	42	42	42	0	General Assistance
GRH	48	48	48	0	Group Residential Housing
MSA	54	54	54	0	Minnesota Supplement Aid
EA	0	0	0	0	Emergency Assistance
EGA	1	1	1	0	Emergency General Assistance
<b>TOTAL</b>	<b>188</b>	<b>258</b>	<b>185</b>	<b>73</b>	

Food					
SNAP	473	772	520	252	Supplemental Nutrition Assistance Program
<b>TOTAL</b>	<b>473</b>				

Health Care					
MA (MAXIS)	513	523	437	86	Medical Assistance
IMD	8	8	8	0	Institute for Mental Disease
QMB	238	238	237	1	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	69	73	73	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	19	21	21	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	785	1,585			Medical Assistance (as of 2/5/2020).
MCRE (METS)	44	71			MinnesotaCare (as of 2/5/2020).
<b>TOTAL</b>	<b>1,676</b>	<b>2,519</b>	<b>776</b>	<b>87</b>	

<b>TOTAL ACTIVE PROGRAMS:</b>	<b>2,337</b>
<b>TOTAL ACTIVE CASES:</b>	<b>1,771</b>





