

Pennington County Human Service Committee

Meeting Agenda

April 21, 2020

7:00 am

Members Present

_____ Bruce Lawrence

_____ Don Jensen

_____ Cody Hempel

_____ Neil Peterson

_____ Darryl Tveitbakk

Section A

- I. Minutes: Review of 03/17/2020 HSC Meeting Minutes
- II. Personnel:
 - A. Probationary Actions
 - B. New Hire- Financial Assistance Supervisor
- III. General:
 - A. Update on CaseWorks, An EDMS (Electronic Data Management system).
 - B. Update on Response to COVID-19
 - 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, March 17, 2020, at the Pennington County Justice Center.

COMMITTEE MEMBERS PRESENT:

Darryl Tveitbakk
Don Jensen
Neil Peterson
Bruce Lawrence
Cody Hempel

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director
Maureen Monson
Charles Lundgren

SECTION A

I. MINUTES:

- A. The February 18, 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. The Director presented an update on the hiring status of the Financial Assistance Supervisor position.
- B. The Director informed the committee members Amy Nelson, Social Worker, received an award from the Minnesota Department of Human Services, Forensic Mental Health Program.

III. GENERAL:

- A. The Director presented an update on CaseWorks, an EDMS (electronic data management system).
- B. The Director presented an update on update on Application Xtender, an EDMS electronic Data management system).
- C. The Out-of-Home cost Report through February 2020 was presented for Review.
- D. Month's end cash balance for February 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 1,771.
- 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: April 21, 2020, at 7:00 a.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	\$ 5,005.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,807.46	\$ 54,638.36	-74.7%
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	\$ 15,160.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,973.00	\$ 131,450.00	-58.2%
Adoption Aid	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,731.58	-100.0%
Totals	\$ 23,787.68	\$ 24,827.68	\$ 20,165.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,780.46	\$ 219,296.50	-68.6%

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	\$ -	\$ -	\$ 262.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262.00	\$ 10,128.00	-97.4%
NFC Settlement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
Totals	\$ -	\$ -	\$ 262.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 262.00	\$ 16,552.78	-98.4%

Net Expense	\$ 23,787.68	\$ 24,827.68	\$ 19,903.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,518.46	\$ 202,743.72	-66.2%
--------------------	---------------------	---------------------	---------------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	---------------------	----------------------	---------------

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	\$ 15,242.18	\$ (3,628.64)	\$ (21,989.96)	\$ (42,805.13)	\$ (61,439.43)	\$ (74,643.87)	\$ (85,368.16)	\$ (98,527.64)	\$ (116,690.61)	\$ (134,225.26)			
------------	-------------	--------------	--------------	---------------	----------------	----------------	----------------	----------------	----------------	----------------	-----------------	-----------------	--	--	--

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
Totals	\$ 21,379.25	\$ 20,495.51	\$ 19,301.54	\$ 19,782.70	\$ 20,483.20	\$ 21,679.17	\$ 20,339.30	\$ 14,623.44	\$ 10,724.29	\$ 13,303.48	\$ 18,162.97	\$ 19,021.65	\$ 219,296.50
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 891.17	\$ 6,096.97	\$ 911.88	\$ 911.88	\$ 2,121.88	\$ 864.00	\$ 1,705.00	\$ 1,419.00	\$ -	\$ 144.00	\$ -	\$ 1,487.00	\$ 16,552.78
Net Expense	\$ 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	\$ 202,743.72

Human Service's Month End Balance

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
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	2,772,063.80	3,288,028.76
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	2,732,919.27	3,403,266.76
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	2,547,429.81	3,277,046.86
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	2,361,226.50	
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	2,327,158.79	
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	3,462,928.17	
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	3,554,336.75	
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	3,531,954.80	
September	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	3,294,188.08	
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	3,270,530.55	
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	3,860,836.73	
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	3,606,171.73	

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

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	40	119	38	81	Minnesota Family Investment Program
DWP	2	2	2	0	Diversionary Work Program
GA	44	44	44	0	General Assistance
GRH	46	46	46	0	Group Residential Housing
MSA	54	54	54	0	Minnesota Supplement Aid
EA	1	7	1	6	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	187	272	185	87	

Food					
SNAP	474	782	528	254	Supplemental Nutrition Assistance Program
TOTAL	474				

Health Care					
MA (MAXIS)	511	519	433	86	Medical Assistance
IMD	8	8	8	0	Institute for Mental Disease
QMB	239	239	238	1	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	66	70	70	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	18	21	21	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	820	1,632			Medical Assistance (as of 4/6/2020).
MCRE (METS)	44	70			MinnesotaCare (as of 4/6/2020).
TOTAL	1,706	2,559	770	87	

TOTAL ACTIVE PROGRAMS:	2,367
TOTAL ACTIVE CASES:	1,801