

# Pennington County Human Service Committee

## Meeting Agenda

March 16, 2021

12:00 pm

Members Present

\_\_\_\_\_ Bruce Lawrence      \_\_\_\_\_ Dave Sorenson      \_\_\_\_\_ Seth Nelson

\_\_\_\_\_ Neil Peterson      \_\_\_\_\_ Darryl Tveitbakk

### Section A

- I. Minutes: Review of 02/16/2021 HSC Meeting Minutes
- II. Personnel:
  - A. Notification of Retirement
- III. General:
  - A. Legislative Update
  - B. Letter from DHS for Financial Reporting for Calendar Year 2020
  - C. Northwest Continuum of Care 2021 Membership renewal
  - 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:

03/16/2021  
12:00 pm

04/20/2021  
12:00 pm

05/18/2021  
7:00 am

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, February 16, 2021 at the Pennington County Justice Center.

COMMITTEE MEMBERS PRESENT:

Neil Peterson  
Bruce Lawrence  
Darryl Tveitbakk  
Neil Peterson  
Dave Sorenson  
Seth Nelson

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director  
Maureen Monson  
Charles Lundgren  
Tammy Johnson

**SECTION A**

I. MINUTES:

The January 19, 2021 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. Natalie Rountree, Social Worker is scheduled to complete probation on 3/8/2021. Natalie is meeting position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Rountree 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.

III. GENERAL:

- A. The Director presented information on Pennington County's Child Support Performance as reported by the Department of Human Services.
- B. The Director and Charles Lundgren, Fiscal Supervisor presented information concerning purchasing a new agency vehicle. The committee was presented with price quotes from local auto dealers. The Director will be gathering more information and making a recommendation.
- C. The Out-of-Home Cost Report through December 2020 was presented for Review.
- D. Month's end cash balance for January 2021 stands at \$ 3,624,301.56.

**SECTION B**

- I. No Social Service cases were presented for special case review.

- II. The Director presented the Emergency Assistance/Emergency General Assistance January 2021 report of activity. The Director also reported the Income Maintenance open case count stands at 1,897.
- 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 16, 2021, at 12:00 p.m.



**Pennington County Human Services  
Income Maintenance Unit  
Active Cases by Program  
Feb-21**

<b>Cash</b>	# Cases	## in HH	# Adults	# Children	
MFIP	69	185	67	118	Minnesota Family Investment Program
DWP	0	0	0	0	Diversionary Work Program
GA	39	39	39	0	General Assistance
GRH	46	46	46	0	Group Residential Housing
MSA	54	54	54	0	Minnesota Supplement Aid
EA	0	0	0	0	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
<b>TOTAL</b>	<b>208</b>	324	206	118	

<b>Food</b>					
SNAP	473	815	537	278	Supplemental Nutrition Assistance Program
<b>TOTAL</b>	<b>473</b>				

<b>Health Care</b>					
MA (MAXIS)	524	535	449	86	Medical Assistance
IMD	6	6	6	0	Institute for Mental Disease
QMB	253	254	253	1	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	58	62	62	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	20	24	24	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	925				Medical Assistance (as of 2/8/2021)
MCRE (METS)	51				MinnesotaCare (as of 2/8/2021)
<b>TOTAL</b>	<b>1,837</b>	881	794	87	

<b>TOTAL ACTIVE PROGRAMS:</b>	<b>2,518</b>
<b>TOTAL ACTIVE CASES:</b>	<b>1,884</b>

Pennington County Human Services  
 Out Of Home Placement Costs  
 Year Ending December 31, 2021 & 2020

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD	YTD 2019	Change
<b>Expense</b>															
Foster Care	9,692.77	8,333.69	-	-	-	-	-	-	-	-	-	-	18,026.46	4,639.68	288.5%
Rule 4	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 5	1,062.04	-	-	-	-	-	-	-	-	-	-	-	1,062.04	-	-
Corrections	27,294.00	5,689.98	-	-	-	-	-	-	-	-	-	-	32,983.98	19,148.00	72.3%
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>38,048.81</b>	<b>14,023.67</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>52,072.48</b>	<b>23,787.68</b>	<b>118.9%</b>
<b>Revenue</b>															
Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MH Recovery	1,525.83	3,560.27	-	-	-	-	-	-	-	-	-	-	5,086.10	1,440.00	253.2%
4E Recovery	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NFC Settlement	2,303.00	-	-	-	-	-	-	-	-	-	-	-	2,303.00	-	-
<b>Totals</b>	<b>3,828.83</b>	<b>3,560.27</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,389.10</b>	<b>1,440.00</b>	<b>413.1%</b>
<b>Net Expense</b>	<b>34,219.98</b>	<b>10,463.40</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,683.38</b>	<b>22,347.68</b>	<b>99.95%</b>

<b>2019 Totals</b>	<b>22,347.68</b>	<b>24,827.68</b>	<b>19,903.10</b>	<b>18,149.84</b>	<b>26,824.20</b>	<b>28,217.29</b>	<b>25,842.40</b>	<b>16,811.96</b>	<b>25,702.14</b>	<b>41,491.63</b>	<b>51,588.06</b>	<b>43,803.66</b>			
<b>YTD Change</b>	<b>11,872.30</b>	<b>(2,491.98)</b>	<b>(22,395.08)</b>	<b>(40,544.92)</b>	<b>(67,369.12)</b>	<b>(95,586.41)</b>	<b>(121,428.81)</b>	<b>(138,240.77)</b>	<b>(163,942.91)</b>	<b>(205,434.54)</b>	<b>(257,022.60)</b>	<b>(300,826.26)</b>			

	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	YTD
<b>Expense</b>													
Foster Care	4,639.68	4,162.68	5,005.10	5,350.84	4,114.20	5,471.86	5,964.40	8,047.60	8,177.18	11,221.08	11,161.46	9,552.06	82,868.14
Rule 4	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 8	-	-	-	-	-	-	-	6.00	-	-	-	-	6.00
Rule 5	-	-	-	-	-	-	-	-	4,248.16	4,551.60	4,703.32	4,551.60	18,054.68
Corrections	19,148.00	20,665.00	15,160.00	13,599.00	22,710.00	22,924.00	19,878.00	18,128.00	17,548.00	28,262.00	40,032.55	29,700.00	267,754.55
Adoption Aid	-	-	-	-	-	-	-	454.64	-	-	-	-	454.64
<b>Totals</b>	<b>23,787.68</b>	<b>24,827.68</b>	<b>20,165.10</b>	<b>18,949.84</b>	<b>26,824.20</b>	<b>28,395.86</b>	<b>25,842.40</b>	<b>26,636.24</b>	<b>29,973.34</b>	<b>44,034.68</b>	<b>55,897.33</b>	<b>43,803.66</b>	<b>369,138.01</b>
<b>Revenue</b>													
Reimburse	-	-	-	800.00	-	-	-	100.00	-	-	-	-	900.00
MH Recovery	1,440.00	-	-	-	-	178.57	-	5,867.28	4,271.20	2,543.05	3,560.27	-	17,860.37
4E Recovery	-	-	262.00	-	-	-	-	1,927.00	-	-	749.00	-	2,938.00
NFC Settlement	-	-	-	-	-	-	-	1,930.00	-	-	-	-	1,930.00
<b>Totals</b>	<b>1,440.00</b>	<b>-</b>	<b>262.00</b>	<b>800.00</b>	<b>-</b>	<b>178.57</b>	<b>-</b>	<b>9,824.28</b>	<b>4,271.20</b>	<b>2,543.05</b>	<b>4,309.27</b>	<b>-</b>	<b>23,628.37</b>
<b>Net Expense</b>	<b>22,347.68</b>	<b>24,827.68</b>	<b>19,903.10</b>	<b>18,149.84</b>	<b>26,824.20</b>	<b>28,217.29</b>	<b>25,842.40</b>	<b>16,811.96</b>	<b>25,702.14</b>	<b>41,491.63</b>	<b>51,588.06</b>	<b>43,803.66</b>	<b>345,509.64</b>



**Minnesota Department of Human Services  
Elmer L. Andersen Building  
Commissioner Jodi Harpstead  
Post Office Box 64998  
St. Paul, Minnesota 55164-0998**

March 1, 2021

Mr. Darryl Tveitbakk  
Chair, Pennington County Board of Commissioners  
PO Box 616  
Thief River Falls, MN 56701

Re: Calendar year 2020 financial reporting

Dear Commissioner Tveitbakk:

It is my pleasure to commend you and your staff for perfect performance in meeting the Department of Human Services (DHS) financial reporting requirements for calendar year 2020. All key quarterly fiscal reports for programs your county participates in were submitted to our Financial Operations Division on or before the report deadlines and in perfect order. This effort required submission of 32 major reports covering the four calendar quarters of 2020. These reports are:

Local Collaborative Time Study (LCTS)*	Income Maintenance Expense
MFIP Consolidated Fund	Social Service Fund
Client Statistics	Title IV-E
SEAGR	BRASS-Based Grant Fiscal Report

\*If your county participates in a "local collaborative," submission of this report may require the collection of multiple local partner reports for consolidated submission to DHS.

I know this accomplishment requires planning, an efficient operation, and teamwork within your county Human Services Department. The result is timely revenue for your county and compliance with federal reporting for us at the State. Please congratulate your management and staff on this superb effort.

Sincerely,

/s/

Jodi Harpstead  
Commissioner

Cc: Juie Sjostrand, Pennington County Director

