

Pennington County Human Service Committee

Meeting Agenda

October 21, 2025

12:00 pm

Members' Present

_____ Bruce Lawrence _____ Dave Sorenson _____ Seth Nelson

_____ Neil Peterson _____ Roy Sourdif

Section A

Minutes: Review of 09/16/2025 HSC Meeting minutes

- I. Personnel:
 - A. Update on Child Protection Social Worker Position
 - B. Probation updates

- IV. General:
 - A. CY 2026 MFIP/DWP Employment Services Purchase of Service Agreement with the Career Force Center.
 - B. CY 2026 ACS/SWS Support Services Agreement with TriMin Systems.
 - 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:

11/18/2025
12:00 pm

12/16/2025
12:00 pm

01/20/2026
12:00 pm

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, September 16, 2025, at the Pennington County Government Center.

COMMITTEE MEMBERS PRESENT:

Seth Nelson
Neil Peterson
Dave Sorenson
Bruce Lawrence
Roy Sourdif

STAFF MEMBERS PRESENT:

Julie Sjostrand, Director
Elizabeth Gerhart
Tammy Johnson
Stacy Anderson
Mitch Anderson

SECTION A

I. MINUTES:

August 19, 2025, 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 Child Protection Social Worker Position.
- B. Brooklyn Melcher, Licensor/Children’s Mental Health Social Worker Position, is scheduled to complete probation September 28, 2025. Brooklyn meets position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Melcher be granted permanent status upon completion of the 6-month period. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

III. GENERAL:

- A. The CY 2026 Pennington County Family Services/Children’s Mental Health Collaborative Supportive Services Agreement with Alluma, Inc. was presented for consideration. Pennington County Human Services will serve as a 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.
- B. The Director presented a letter from Housing Redevelopment Authority for the 2025 Statewide Affordable Housing Aid dollars. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- C. The Director presented Pennington County Statewide Affordable Housing Aid for \$9000.00 to go the Pennington County Human Services Emergency Rental Assistance. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

- D. The Director presented the 4 2WSS CompuStar Remote Car starter and installation Quote from Azure AutoStarts. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- E. Mitch Anderson presented the UCare Audit Report.
- F. Tammy presented the updates to SNAP changes.
- G. The Out-of-Home Cost Report through August 2025 was presented for Review.
- H. The month's end cash balance in August 2025 stands at \$ 4,971,231.14`.

SECTION B

- I. No Social Service cases were presented for special case review.
- II. Tammy Johnson, Eligibility Supervisor, presented the Emergency Assistance/Emergency General Assistance August 2025 report of activity. She reported that the Income Maintenance open case count stands at 2063.
- 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 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: October 21, 2025, at 12:00 p.m.



State of Minnesota

Joint Powers Agreement

SWIFT Contract Number: _____

This Agreement is between the State of Minnesota, acting through its Commissioner of the Department of Employment and Economic Development as delivered by Job Services, at the CareerForce location in Thief River Falls, MN ("CareerForce" or "State") and Pennington County, 101 Main Ave, Thief River Falls MN 56701 ("Governmental Unit"). CareerForce and Governmental Unit may be referred to jointly as ("Parties").

Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The Governmental Unit is in need of an organizational partner to deliver employment and career services as a compulsory requirement of the Minnesota Family Investment Program (MFIP) and the Diversionary Work Program (DWP).

Agreement

1. Term of Agreement

- 1.1 Effective Date January 1, 2026, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 Expiration Date: December 31, 2026, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2. Agreement between the Parties

State agrees to furnish the services specified in Exhibit A, which is attached and incorporated into this agreement.

3. Payment

- 3.1 The Governmental Unit will pay CareerForce for services required under the MFIP Employment and Career Service Programs. All payments for services will not exceed the total budget as described in Exhibit B, which is attached and incorporated into this Agreement. Administrative expenses will be billed as outlined in Exhibit B; use of Administrative funds must comply with federal law and cannot be used for MFIP eligibility determinations. Payment for supportive services shall not exceed the amount allocated in Exhibit B. CareerForce will submit monthly invoices to the Governmental Unit. For further details see Exhibit B.
- 3.2 CareerForce will notify the Governmental Unit immediately of MFIP referrals who fail to attend orientation and overview.
- 3.3 CareerForce will notify the Governmental Unit immediately of MFIP referrals who fall out of compliance with MFIP requirements.

- 3.4 Governmental Unit's obligation to make payment hereunder is subject to review by the Pennington County Board of Commissioners to ensure that payment is for a referred individual and has not previously been made. The review shall be the final determination of Governmental Unit's payment obligation. Nothing herein shall limit the right of either party to collect from the other any sums improperly paid or improperly withheld.
- 3.5 The Governmental Unit must make payments to CareerForce based on the direct staff hours and client support funds that CareerForce have expended each month. CareerForce will promptly reimburse the Governmental Unit any payments for MFIP services received in excess of required payments hereunder.
- 3.6 For MFIP, the Governmental Unit shall not be obligated to honor claims, nor shall CareerForce claim for any services furnished or costs incurred by CareerForce, which are not specifically provided for hereunder or requested by the Governmental Unit in writing during the terms of this Agreement.
- 3.7 The Governmental Unit and CareerForce agree to monitor utilization and expenditures on a monthly basis. If expenditures are substantially above or below projection, the Governmental Unit and CareerForce may consider modifications to the terms of this Agreement. The Governmental Unit agrees to approach the Minnesota Department of Children, Youth and Families for additional funds should the CareerForce's services exceed the original funding available.

The total obligation to the CareerForce under this Agreement will not exceed \$109,095.00

4. Authorized Representatives

CareerForce 's Authorized Representative is Jeanna Fortney, CareerForce Director (180 E 5th St Suite 1200 St Paul, MN 55101, Jeanna.fortney@state.mn.us, 651-259-7379) or her successor.

The Governmental Unit's Authorized Representative is Julie Sjostrand, Social Services Director (101 Main Ave, Thief River Falls MN 56701, jasjostrand@penningtonmn.gov, 218-681-2880, or her successor. If the Governmental Unit's Authorized Representative changes at any time during this Contract, the Governmental Unit must immediately notify CareerForce.

5. Subcontracting

The State may enter into subcontracts for the performance of any of the responsibilities under this Agreement, subject to the written approval of the Governmental Unit.

6. Assignment, Amendments, Waiver, and Contract Complete.

- 6.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.
- 6.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.
- 6.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

6.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability and Workers Compensation

Each party will be responsible for its own acts and behavior and the results thereof. Governmental Unit's liability shall be governed by the provisions of Minn. Stat., Ch. 466 and other applicable law. The State's liability shall be governed by the provisions of Minn. Stat. § 3.736 and other applicable law. Pursuant to Minnesota law, the State is self-insured for Worker's Compensation Insurance.

8. State Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

9. Government Data Practices.

The Governmental Unit and the State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit and the State under this Agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

10. Venue

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination

Termination. Parties may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

12. Publicity

12.1 The State agrees that in any reports, news releases, and public service announcements or publications regarding the State's program, Governmental Unit will be identified as a funding source.

12.2 Governmental Unit agrees that any publicity regarding the subject matter of this Agreement must not be released without prior written approval from the State's Authorized Representative.

13. Legal Compliance

The Governmental Unit and State will comply with all applicable state and federal laws, rules and regulations.

[Signature page follows.]

1. Governmental Unit – Pennington County: Chair, Board of Commissioners

Print Name: _____

Signature: _____

Title: _____ Date: _____

2. Governmental Unit – Pennington County: Social Services Director

Print Name: _____

Signature: _____

Title: _____ Date: _____

3. Governmental Unit – Pennington County: County Attorney

Print Name: _____

Signature: _____

Title: _____ Date: _____

4. The State of Minnesota – Department of Employment and Economic Development

With delegated authority

Print Name: _____

Signature: _____

Title: _____ Date: _____

SWIFT Contract No. _____

5. Commissioner of Administration

As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____

Commented [TL1]: Update to appropriate signers

[Signature page to Joint Powers Agreement.]

Exhibit A: Workplan

Employment Services Providers operate under a formal written agreement with the Governmental Unit to provide employment services to MFIP and DWP Participants. For MFIP, services may begin as early as the date eligibility is approved; for DWP, services begin upon the date the employment plan is composed, and then signed by, the Participant.

1.0 2026 State MFIP/DWP Work Plan for Pennington County

The Minnesota Department of Employment and Economic Development, acting through CareerForce in Thief River Falls administers and delivers employment and training programs required by the Minnesota Family Investment Program (MFIP) and Diversionary Work Program (DWP). MFIP helps families with children meet their basic needs, while helping caregivers (“Participants”) move to financial stability through work. Participants are expected to work and are supported with both cash and food assistance.

CareerForce, employment training and service provider (“ETSP”) shall provide the services pursuant to Minnesota Statutes 142G.50 (EMPLOYMENT AND TRAINING SERVICES) and any amendments.

Parties agree to comply with the requirements as provided in the Minnesota Department of Children, Youth and Families (“MN DCYF”) *Combined Manual* (“Combined Manual”). If there is a conflict between this agreement and the requirements of the Combined Manual, the requirements of the Combined Manual will prevail.

2.0 Program Approach:

As MFIP is a “work-first” program, a strengths-based approach is used to identify a Participant's employment capacities, and barriers to employment. Challenges are addressed and resources are provided as soon as possible to help the Participant overcome the challenges that may interfere in getting and maintaining gainful employment.

If needed, a CareerForce employment specialist (ES) refers the Participant to appropriate community service(s). Changes in Participant eligibility will be communicated to the other party within fourteen (14) days. The Governmental Unit will determine eligibility for MFIP/DWP and communicate it via a referral in WorkForce1.

Eligibility categories: MFIP/DWP Participants are defined as persons who have applied for MFIP/DWP services and payments, and who have been determined eligible by the Governmental Unit for those services and payments.

3.0 Work Details

CareerForce will be responsible for delivering comprehensive employment services. These services will include:

- Orientation and Overview
- Assessments
- Employment Plan (“Plan”) Development (in concert with the Participant)
- Structured Job Search/Job Hunt

Commented [TL2]: Please provide clarification. Is this a program within CareerForce? Etc.

Commented [JP3R2]: CareerForce provides these services in particular to the counties that contract with us in return for a portion of the DCYF consolidated fund.

Commented [TL4R2]: The sentence is unclear, ok to remove “the” or add other language to make more clear?

- Paid or unpaid work experiences
- On-the-job training
- Education and training opportunities
- Support Services
- Extensions, where applicable
- The *Family Stabilization Services* (FSS) track within MFIP
- Non-Compliance and Sanctions
- Refugee Assistance
- Cooperation with performance metrics

4.0 Orientation and Overview

MFIP Participants must attend and engage in a comprehensive employment services overview; these overviews are preferred to be in-person but in some instances may be in group settings or virtual. However, *Family Violence Waiver* Participants who must be given a one-on-one, in-person enrollment option if they so desire.

The overview will describe the rights and responsibilities of the Participant, timeframe of MFIP, participation requirements, consequences for non-compliance, and services available as a new enrollee. All information related to the overview and enrollment will be entered into WorkForce1 by the ES. The ES will have thirty (30) days to enroll the Participant and will make efforts to schedule the Participant for orientation and overview, thereby completing the enrollment process.

5.0 Assessments

Assessments are the fundamental process of gathering and evaluating information from the Participant, relevant to their employability in a normal job market. Assessment is on-going as the Participant develops goals, reaches milestones, overcomes barriers and/or attains education. Assessments clarify and identify challenges, methods and resources to overcome challenges. Assessments also determine if the Participant qualifies for the FSS track, a *Family Violence Waiver*, or referrals to chemical/mental health services or disability support services. The ES focuses on Participant's strengths to accentuate, rather than real or perceived deficiencies, to help the Participant in identifying and pursuing realistic and achievable employment goals.

A comprehensive review is used for Participants who have not had subsidized employment in the last twelve (12)-month period of receiving MFIP. This review will evaluate the suitability of the current Plan, Plan adherence, FSS, and/or placement in subsidized or unsubsidized employment wherever available.

6.0 Employment Plan Development

Plans are developed in collaboration with the Participant and focus on identifying the most direct path to unsubsidized employment, with the goal of creating long-term economic stability and self-sufficiency for the Participant and their family. These Plans are crafted in alignment with the various Plan categories as set forth in the *Combined Manual*, chapter 7. Plans are reviewed every three (3) months and revised at least every twelve (12) months, or sooner if the Participant's circumstances change.

Plans will include:

- The Participant’s overall employment goal
- Activities and steps necessary to reach that goal
- Hours of participation and a timeline for each activity
- Expectations and measure(s) used to determine satisfactory progress
- Monthly meetings or contact with the employment counselor
- Documentation/verification requirements
- The support services that will be provided

Activities within the Plan will align as closely as possible with the order of preference prioritizing those that support self-sufficiency and economic stability. The order of preference is:

1. A job in the competitive labor market
2. Job search
3. Subsidized employment or unpaid work experience
4. A job combined with job readiness education or job skills training
5. A job or unpaid work experience combined with activities related to pre-employment needs

These preferences do not apply to Participants under the umbrella of the *Family Violence Waiver* or those eligible for the FSS track. These preferences also do not apply to teen parents without a high school diploma/GED. Plans for these Participants are written with safety, health, and/or educational completion in mind.

Plans will prioritize listed “core activities” whenever possible (see *Combined Manual, 7.36*), as these directly impact the work participation rate. Non-core and allowable activities may be included when the Participant meets the eligibility requirements for them and only after all options for core activities are exhausted. Some MFIP Participants may require social, cultural, medical or other services to address their needs or pursue their goals; for these Participants, social services are allowable and incorporated into the Plan.

For Participants experiencing family violence, safety and security for them and their family is the priority in composing the Plan. These Participants are a part of the FSS track and the Plan must be written in communication with a family violence specialist or expert.

For Participants with good cause, Plan hours and activities are written to accommodate the specific barriers confronting the Participant, while retaining core activities in a reduced-hour mode; this is to continue the path toward gainful employment balanced with acknowledging the Participant’s personal/family needs.

7.0 Structured Job Search/Job Hunt

In all instances, a structured, methodical job search/job hunt is a core activity that consists of multiple, complementary actions intended to bring Participants into a competitive posture in the job market. The ETSP will offer programmatic activities to this end. Programmatic activities through CareerForce will enhance critical competencies for both job-seeking, and job-keeping:

- Identifying work skills
- Develop soft skills
- Build confidence in the job search
- Coach, guide, and admonish the Participant

- Offer peer support

Participants will be offered an array of structured job search assistance, including (but not limited to) the following:

- Individualized career services, such as job lead identification and research, resume composition, mock interviewing, networking, and completing job applications
- Workshops, such as Creative Job Search
- Job Clubs
- Participation in Job Fairs and hiring events

The ETSP is aware that distance or online offerings can be made available for Participants with good reason or cause to be unable to attend in-person program offerings, although in-person is always the preferable method of service delivery.

8.0 Paid or unpaid work experiences

Paid work experience, including “supported work” is temporary employment, designed to help the Participant develop skills for permanent employment in the competitive labor market. These experiences help Participants develop a resume, obtain valuable job skills, and clarify professional goals and trajectories. Participants, working in concert with their ES counselor, identify viable paid work or supported work venues. All supported work sites will fulfill a useful public purpose and/or provide job skills for future unsubsidized jobs.

The ES documents in the case file the useful purpose of the work experience. Once a Participant is placed, the ES contacts the agency or business, at least monthly, to assess the Participant's progress and establish a strong working relationship with the work site supervisor. Positive relationships between the ES and supervisor increase the likelihood that job-related performance is communicated honestly and as needed. This allows the ES to address issues with the Participant more often than monthly, if appropriate.

ES are mindful of and follow the Fair Labor Standards Act when placing Participants at unpaid work experience or community service sites. When developing a work-site schedule for a Participant, hours are determined by dividing the Participant's actual MFIP grant (both cash and food portions) by the state minimum wage of \$11.41/hour.

The ES uses the Workforce1 data tracking system's current tab to determine what the monthly hourly requirements are per the actual monthly grant amount. For example, if a Participant's MFIP grant (cash and food) is \$400, then divide that amount by the state minimum wage. The maximum number of hours the Participant is permitted to work in an unpaid employment activity during the month is thirty-five (35) hours. The ES rounds up or down to the nearest whole number of hours.

Unpaid work is much more limited in scope, and must be done to meet a community need, or Participant need. Unpaid work placements must meet the same safety and health standards as normal, paid work venues, and must have a positive impact on the Participant's employability and skill-building. The maximum number of hours allowable for unpaid work takes the full monthly MFIP amount, divided by the state minimum wage, then rounded down. This would be the maximum allowable hours of unpaid work, per month.

9.0 On-the-job training

On-the-job training is training that a paid employee receives while performing productive work, resulting in the employer retaining the Participant in the position beyond the training phase. It includes specific, outcomes-based requirements intended to ensure the Participant masters critical job skills.

During an on-the-job training experience, a public sector agency, in this case, the ETSP, covers part of the wages the employed Participant earns while in a training program at work. The payments cover the costs associated with the training and for the lost productivity of the Participant while in training. However, the subsidy payments cannot exceed 50% of the wages the employer pays to the Participant. The employer must pay the Participant in accordance with any applicable law, at the same rate (including any raises) as similarly situated employees or trainees, and at least at the federal or state minimum wage (whichever is higher). The length of the training depends on the complexity of the job and the Participant's previous work experience and training. Lastly, as a condition of this program element, the employer who accepts a placement of someone in an On-the-Job-Training-Program has agreed to retain the person upon satisfactory completion of training and will provide CareerForce with a start-date for unsubsidized employment for the Participant.

10.0 Education and training opportunities

MFIP Participants are eligible to take advantage of relevant training options that accord with their goals, and with the overarching goal of a direct path to gainful employment and economic stability. For teen parents lacking a high school diploma or GED, education is the first and foremost activity for their Plan. For adults, English Language Learning or functional work literacy (including digital literacy), Adult Basic Education (including GED preparation or Adult High School Diploma), Job skills training directly related to employment (such as the Dual-Training Pipeline or a Registered Apprenticeship) or Post-Secondary education can be included inside their Plan, based on *Combined Manual* allowable hours for such activities.

11.0 Supportive Services

Support services are available to MFIP and DWP Participants. Support funding is available to meet job search needs and activities insisted upon in the Plan, including transportation, job specific clothing, tools and other employment-specific or Plan-specific needs. Participants must be meeting their Plan requirements to be eligible for supportive services. ES counselors exercise diligence to ensure that support is related to program goals. Referrals are made as appropriate to other funding sources wherever appropriate. If possible, Participants are asked to contribute at least part of the expense of car repair, transport, or the like.

12.0 Extensions, where applicable

In general, Participants enrolled in MFIP, or Temporary Assistance for Needy Families ("TANF") from other states, confront a 5-year, 60-month (non-consecutive) time limit. This time limit is a lifetime limit; both cash and housing assistance count against this 60-month limit. Participants can opt-out of cash and housing to receive only the food support portion of MFIP and "stop the clock" on the 60-month limit. Participants who remain in good standing at their 59th month may be considered for an extension beyond the 60-month limit. There are specific reasons for extensions:

- The Participant is employed at the end of the program.
- The Participant is ill/injured or incapacitated, or the child is so ill/injured or incapacitated.
- The Participant must remain in the home to care for a household member.
- There are special medical criteria in place.
- The Participant has barriers making them hard to employ.
- A developmental disability exists.
- A learning disability exists.
- IQ is below 80.
- The Participant is unemployable.
- Family Violence is present.

Participants are required to provide documentation in support of an extension upon request of the ES counselor or county eligibility worker.

13.0 The Family Stabilization Services Track within MFIP

The FSS track is intended to support MFIP Participants who confront specific and substantial barriers to employment in the competitive job market. The Government Unit will identify on intake or screening if the Participant is eligible for the FSS track and communicate this within WorkForce1 to the ES. Should the Participant encounter new circumstances that make them a candidate for FSS, the ES will ask the Participant to provide documentation appropriate to confirm the Participant's eligibility for FSS and a new Plan will be developed. In all instances, the Government Unit and ES will promptly communicate with one another regarding the Participants current FSS eligibility status along with any related documentation.

The FSS categories that Participants may be eligible for are:

- Illness, injury or incapacity.
- Needed in the home to care for an ill or incapacitated family member.
- Special medical criteria.
- Developmental Disability.
- Mental Illness.
- IQ Below 80.
- Learning Disability.
- Family Violence Waiver.
- In the country 12 months or less.
- Applying for Supplemental Security Income ("SSI") or Retirement, Survivors, and Disability Insurance ("RSDI").
- Age 60 or older.
- Unemployable.

Coordination of services, referrals to external or allied agencies, and information on new circumstances will be done by the ES and then updated in WorkForce1. MAXIS information is examined and compared with the Government Unit to minimize matching errors on a regular basis.

Plans written for FSS Participants will be calibrated to adhere to the Participant's needs, goals and what is most appropriate for the Participant to achieve family health and stability, with a forward-looking goal toward competing in the job market.

14.0 Non-Compliance and Sanctions

When Participants do not adhere to the requirements of their Plan, the ES must take steps to remind the Participant of their obligations and re-engage them in complying with the Plan. These can be occasional, informal reminders and communications when non-compliance is easily remedied. Sanctions are required when a Participant fails to comply with the requirements of their Plan or violates applicable eligibility and participation rules. Sanctions are a reduction in benefits for non-compliance with MFIP participation requirements.

Notice of Intent to Sanction, and Sanctions, are issued in accordance with the *Combined Manual*. MFIP Participants, FSS Participants, and Family Violence Wavier Participants have differing sanction processes and good-cause rules.

Sanctions can end when the Participant qualifies for good cause, or the Participant comes into compliance. The ES may lift a sanction when it is determined that the sanction is no longer appropriate. In these cases, the sanction is lifted, effective from the date the decision is made. However, it does not retroactively cure a sanction.

Beginning on May 1, 2026, the ES will understand and note that several important changes occur to MFIP sanction policy as described in MN DCYF Bulletin #23-69-04; these changes will:

- Noncompliance with employment services or orientation rules will result in a 5% reduction of the cash portion received by an assistance unit.
- Sanction applied to the cash portion only of the MFIP benefit received by an assistance unit.
- Refusal to cooperate with child support requirements will result in a 25% reduction of the cash portion received by an assistance unit.
- If a parent is out of compliance with employment services/orientation and child support requirements, the sanction must be a 25% reduction of the cash portion received in the assistance unit.
- If a parent comes back into compliance by the 15th of a month in which the sanction is being imposed, the sanction amount will be restored.
- A case will be closed due to seven consecutive sanction occurrences but not permanently disqualified.
- Once a parent comes into compliance, the sanction count will be reset to zero.
- Same sanction policy for pre-60 month cases and post-60 month cases.
- No requirement to vendor pay for shelter costs due to sanction.
- No requirement that a parent be in compliance in the 60th month to be eligible for a post-60 month hardship extension.
- No requirement to be in compliance for 10 out of the past 12 months to be eligible for a post-60 month hardship extension for families with an employed participant.
- Employed participants with a post-60 hardship extension who fail to meet work requirements can be sanctioned but not permanently disqualified

15.0 Refugee Assistance

Some newly arrived immigrant parents can be eligible for both MFIP and Refugee Employment Services. One-to-one or personalized support helps the Participant navigate county program requirements and deadlines. ES will use www.minnesotaworks.net to track employment services and communicate the status of the refugee's progress to achieve employment in the competitive job market to the Government Unit on a monthly basis, or as changing circumstances merit. Eligibility for refugee assistance is determined by the Government Unit and then communicated to the ES for Plan development.

16.0 Cooperation with Performance Metrics

The ES and ETSP will work closely with the Government Unit employees to monitor performance metrics, under or over-performance, and consistently review publications from the MN DCYF related to the annualized self-support index.

Exhibit B – Budget

Minnesota Department of Employment and Economic Development
CareerForce - Thief River Falls
Budgeted Expenses - January 1, 2026 to December 31, 2026 MFIP/DWP - Pennington County Social Services

1.0 FTE	
Direct Program	\$ 97,914
Administrative Expenses	\$ 8,181
Supported Work	\$ 1,000
Client Support Services	\$ 2,000
Total	\$ 109,095

Direct Program: The direct costs of providing counseling, job search, job placement, job retention, program overview, interpreter costs and any other direct expenses including wages, benefits, travel, office, telephone, durable and non-durable supplies. Include both the direct costs incurred by the agency or tribe and contracted providers.

These costs are considered non-assistance.

Client Support Services:	
Transportation:	\$ 1,400
Employment Related:	\$ 600
Total:	\$ 2,000

Transportation includes:
Vouchers issued for gas/oil based on client needs such as bus passes
Other transportation may include car repairs, tire replacement, alignment

Employment related includes clothing, tools, and other items required for the job

ACS / SWS Support Services Agreement for 2026

AGREEMENT TO PROVIDE PROFESSIONAL SERVICES BETWEEN

(County)

and

TRIMIN SYSTEMS, INC.

This Agreement made by and between _____, hereinafter referred to as the "County" and TriMin Systems Inc., 2277 Highway 36 West, Suite 250, St. Paul, Minnesota, hereinafter referred to as "TriMin". Where the Agreement refers to "User Group", it is understood to mean all counties who are parties to this Agreement.

WITNESSETH

WHEREAS, the County wishes to retain professional services to obtain computer programming and technical assistance for the maintenance and support of computer systems now in use by the County and a number of other counties; and

WHEREAS, the County has undertaken to retain professional services as described above as a member (or past member) of a group of Minnesota county welfare and human services agencies and other entities, previously known as Computer Management for Human Services (CMHS); and

WHEREAS, TriMin has and will be expected to render support services hereunder.

NOW, THEREFORE, in consideration of the mutual promises and agreements contained herein, and for other good and valuable consideration, the parties agree as follows:

I. Systems to be supported

TriMin agrees to provide computer programming, technical assistance, and related services to support and maintain the systems and systems components including, but not limited to:

- A. Agency Collection System (ACS)
- B. Social Welfare System (SWS)

II. Support Definition

- A. Support: TriMin will provide remote application support for County via telephone and email. Support includes the following aspects:
1. Consultation and problem assistance, as scheduled
 2. New staff orientation/overview training, as scheduled
 3. Bug Fixes, as needed
 4. Mandated Modifications, per II-C below
 5. Invoicing of charges to the County
- B. Special Projects: "Special Projects" are those projects which the User Group (the group of counties using ACS and/or SWS) may authorize from time to time above the fixed annual amount for Support. A Special Project shall be initiated upon receipt of written notification from the User Group, with individual Counties each deciding to participate upon knowing the cost of the project and their expected contribution. Special project charges will only apply if a given county has agreed to said project and given approval to participate. Counties that do not participate would not receive the benefit of the project.
- C. Mandated Systems Modifications: "Mandated Systems Modifications" are those systems modifications necessitated by mandates or service program changes imposed by federal or state laws, rules, or regulations. TriMin agrees that Mandated Systems Modifications shall be undertaken without delay and with the understanding that, with respect to completion of the modifications, time is of the essence. Mandated Systems Modifications shall take precedence over any other project or maintenance service being performed pursuant to this Agreement.
- Mandated Systems Modifications services shall be included in the scope of this support agreement, provided that the estimated hours for any particular mandated modification is less than or equal to 40 hours of effort.
- In the event that a Mandated Systems Modification effort is deemed to be greater than 40 hours the Mandated Systems Modifications services shall be approved by the User Group and funded by Counties participating in the Annual Support for a given application (i.e. ACS or SWS).
- Mandated Systems Modifications shall be subject to the cost allocation billing rates and special conditions set forth in this Section and in Sections III. and IV. below.
- Mandated Systems Modifications shall be initiated upon receipt of authorization from the User Group. Counties not wishing to participate may opt out, but will not receive the system modification.
- D. Direct Support: "Direct Support" is that assistance provided to the County or to a group of counties at its/their request and is not Shared Support. Direct Support includes, but is not limited to, start-up services for the County, special seminars or training or modifications for a county or counties not requested by the User Group as a whole.

III. Allocation of Charges and Costs

- A. Charges and costs for Support, Special Projects, and Mandated Systems Modifications, as defined in Section II-A, B, and C above, shall be billed to the County.
- B. Charges and costs for Direct Support, as defined in Section II-D, above, shall be chargeable to the County requesting such services, and TriMin shall bill the County for Direct Support. Direct support charges and costs shall be itemized according to type of services.

IV. Billings of Charges and Costs for Counties that submit signed agreement by December 12, 2025.

- A. TriMin shall bill the County the charges and costs for Support services, as defined in Section II, above, at a flat rate as set forth below, and per the system(s) used and selected below by the county (per "x" in square(s) below):

Annual Support for ACS, paid as one-time charge (one billing): \$1,800

Annual Support for SWS, paid as one-time charge (one billing): \$1,800

- B. TriMin shall bill the County the charges and costs for Special Projects as defined in Section II-B, above, at the hourly rates, set forth in Section IV-D, below. Such billing shall identify the system being supported.
- C. Invoices pursuant to Section IV-A and IV-B above, shall be billed no more than 30 days in advance to the County, annually for charges in section IV-A above, and on a quarterly basis for charges related to Section IV-B (if any), and shall be paid by the county within forty-five (45) days of the date of the invoice.
- D. The hourly rates charged by TriMin during the duration of this Agreement shall be the following:
- \$200 per hour
- E. Non-payment and remedies of TriMin: In the event that the County does not pay TriMin, within forty-five (45) days of the date of the invoice, the amount due pursuant to the Annual invoice, TriMin shall have the option to terminate its obligation to render further services to the County upon fourteen (14) days written notice thereof.

V. Allowance for Cost of Additional Services

Special Projects and Mandated Systems Modifications, as defined in Sections II-B and II-C, above, may only be billed to County if approved by the User Group prior to commencement of services being performed on County's behalf. The actual expenditure of this allowance is only authorized as defined in Sections II-B and II-C above.

VI. Warranties of the Parties

- A. TriMin represents and warrants as follows:

1. TriMin represents and warrants that any modifications, enhancements, or related products furnished pursuant to Section I above are designed to and will meet the functional and performance specifications and standards to be agreed upon by the parties.
2. TriMin represents and warrants that the modifications or enhancements and related products are, or shall be when completed and delivered hereunder, original work products of TriMin and that neither the modifications, enhancements, and related products nor any of their elements nor the use thereof shall violate or infringe upon any patent, copyrights, or trade secret.

- B. The County represents and warrants as follows:

1. The County represents, warrants, and covenants that it will provide the cooperation and assistance of its personnel, as reasonably required, and as would be necessary for the completion of TriMin's services hereunder, to the extent that the services are being rendered for the County and for the County activity or system involved.
2. The County represents and warrants that it will make prompt and full disclosure to TriMin of any information regarding the government requirements and regulations related to the government program and that the system services.

VII. Other Conditions

- A. Entire Agreement; Requirement of a Writing: Except where negotiations are otherwise authorized in the Agreement, it is understood and agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous Agreement presently in effect between the parties relating to the subject matter hereof.

Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the authorized representatives of the parties.

- B. Non-Assignment: TriMin shall not assign any interest in the Agreement without the prior written consent of the County thereto, provided, however, that claims for money due or to become due to TriMin from the County under this Agreement may be assigned to a bank, trust company, or other financial institutions without such approval.
- C. Conflicts of Interest. TriMin covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance under this Agreement. TriMin further covenants that in the performance of this Agreement, no persons having any such conflicting interest shall be employed.
- D. Subcontracting. None of the work or services covered by this Agreement, and properly authorized by the User Group, shall be subcontracted without prior written approval of the User Group.

Said written consent shall not be unreasonably withheld in the event that TriMin shall reasonably request the authority to delegate or subcontract or consult regarding services to be provided hereunder and shall do so in writing except in the event of emergency, and shall request such authority only as to qualified personnel or entities, all of which shall be without any release of the responsibility of TriMin hereunder to the County for the services provided.

- E. Expenses Incurred: No Payment shall be made under this Agreement for any expenses incurred in a manner contrary to any provision contained herein or in a manner inconsistent with any federal, state, or local law, rule, or regulations.
- F. Independent Contractor: For the purpose of this Agreement, TriMin shall be deemed an independent contractor, and not an employee of the County or the User Group. Any and all employees, members, or associates of TriMin or other persons, while engaged in the work or services required to be performed by TriMin under this Agreement, shall not be considered employees of the County or the User Group; and any and all claims that may or might arise on behalf of said employees or other persons as a consequence of any act or omission on the part of said employees or TriMin, shall in no way be the obligation or responsibility of the County or the User Group.
- G. Liability: In recognition of the fact that the software covered by this agreement is not owned by TriMin, and that TriMin has no control of the use of the software by the County, TriMin's liability in performance of this Agreement shall be satisfied by its maintaining in full force and effect professional liability insurance as set forth in Section VII-I-4, below. In no event shall TriMin be liable for any consequential, indirect, special, punitive or incidental damages, whether foreseeable or unforeseeable. The limitations of damages does not apply to indemnification claims or data practice violations.
- H. Disclaimer of Warranties: Except as expressly provided in this Agreement, there are no warranties, express or implied, including but not limited to implied warranties of merchantability or fitness for a particular purpose.
- I. Indemnification: Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and

employees may hereafter sustain, incur or be the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

- J. Insurance: TriMin, for the benefit of itself, the County, and the User Group, at all times during the term of this Agreement, shall maintain and keep in full force and effect the following.
1. A single limit, combined limit, or excess umbrella automobile liability insurance policy, if applicable, covering agency-owned, non-owned and hired vehicles used regularly in provision of services under this Agreement, in an amount of not less than one million dollars (\$1,000,000) per accident for combined single limit.
 2. A single limit or combined limit or excess umbrella general liability insurance policy of an amount of not less than two million dollars (\$2,000,000) for property damage arising from one (1) occurrences, two million dollars (\$2,000,000) for total bodily injury including death and/or damages arising from one (1) occurrence, and two million dollars (\$2,000,000) for total personal injury and/or damages arising from one (1) occurrence. Such policy shall also include contractual liability coverage.
 3. Statutory Workers' Compensation Insurance
 4. Professional liability (errors and omissions) insurance in an amount of not less than one million five hundred thousand and no/100th dollars (\$1,500,000.00).
 5. TriMin will provide the certificates of insurance as requested and provide that the insurance carrier will notify the User Group in writing at least thirty (30) days prior to any reduction, cancellation, or material alteration in TriMin's insurance coverage.
- K. Local Alterations: For each of the systems supported under this contract, the code maintained by TriMin shall be designated the "Base System". The parties to Agreement agree to accept the base system and modifications to the base system as approved by the User Group. TriMin shall not be liable for claims arising from local alterations. The term "Local Alterations" shall include, but not be limited to, any software modification, and any modification to system operations contrary to those specified in the system documentation.
- L. Data Practices: All data collected, created, received, maintained, disseminated or used for any purposes in the course of TriMin's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, and any other applicable state statutes and rules adopted to implement the Act as well as other state and federal laws on data privacy. TriMin agrees to abide by these statutes, rules and regulations currently in effect and as they may be amended. TriMin designates Erin Hultgren, as its "responsible authority" pursuant to the Minnesota Government Data Practices Act for purposes of this Agreement, the individual responsible for the collection, reception, maintenance, dissemination, and use of any data on individuals and other government data including summary data.
- M. Force Majeure: TriMin shall not be held responsible for delay or failure to perform when such delay or failure is due to any of the following uncontrollable circumstances: fire, flood, epidemic, strikes, wars, acts of God, unusually severe weather, acts of public authorities, or delays or defaults caused by public carriers.
- N. Severability: The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or other phrase of this Agreement is, for any reason, held to be contrary to the law or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining provisions of this Agreement.
- O. Governing Laws: The laws of the State of Minnesota shall govern as to the interpretation, validity, and effect of this Agreement.
- P. Non-Discrimination: In carrying out the terms of this Agreement, TriMin shall not discriminate against any employee, applicant for employment, or other person, supplier, or contractor, because of race, color,

religion, sex, sexual orientation, marital status, national origin, disability, or public assistance.

- Q. Applicability of Uniform Commercial Code: Except to the extent the provisions of this Agreement are clearly inconsistent therewith, this Agreement shall be governed by the applicable provisions of the Uniform Commercial Code. To the extent this Agreement entails delivery or performance of services, such services shall be deemed "goods" within the meaning of the Uniform Commercial Code, except when deeming such services as "goods" would result in a clearly unreasonable interpretation.
- R. Whereas Clauses: The matters set forth in the "Whereas" clauses on page (1) hereof are incorporated into and made a part of this Agreement.
- S. Paragraph Headings: The paragraph and subparagraph headings used in this Agreement are for reference purposes only and shall not be deemed to be a part of this Agreement.
- T. Pursuant to Minn. Stat. §16C.05, Subd.5, the Contractor agrees that the County, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this Agreement. Contractor agrees to maintain these records for a period of six years from the date of termination of this Agreement.
- U. Liability of the County shall be governed by the provisions of Minnesota Statutes, Chapter 466 (Tort Liability, Political Subdivisions) and other applicable law. This Agreement shall not constitute a waiver by the County of limitations on liability provided by Minnesota Statutes, Chapter 466 or other applicable laws.

V. Duration

The duration of this Agreement shall be January 1, 2026, to December 31, 2026, inclusive.

W. Cancellation

This Agreement is binding for the duration of the agreement (1 year) and may not be canceled by the County or by TriMin within the contract period.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed intending to be bound thereby.

Accepted and Agreed for:

Accepted and Agreed for:

County: _____

TriMin Systems, Inc.:

Signed By: _____

Signed By: _____

Name: _____

Name: Erin Hultgren

Title: _____

Title: Director of Government Solutions

Date: _____

Date: _____

Pennington County Human Services
 Out Of Home Placement Costs
 Year Ending December 31, 2025 & 2024

SS

ss

	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	YTD	YTD 2024	Change
Expense															
Foster Care	3,145.26	10,171.02	7,678.28	10,409.13	9,885.90	16,457.23	19,436.82	15,304.52	17,003.50				109,491.66	98,767.91	10.9%
Rule 4													-	9,509.60	-100.0%
Rule 8													-	-	
Rule 5	12,399.05	9,475.46	8,558.48	9,475.46	5,196.22	-			3,025.00				48,129.67	55,492.99	-13.3%
Corrections	19,146.58	29,738.16	33,404.00	38,037.50	28,750.00	28,333.00	18,430.00	40,610.00	41,316.00				277,765.24	450,732.11	-38.4%
Adoption Aid													-	-	
Totals	34,690.89	49,384.64	49,640.76	57,922.09	43,832.12	44,790.23	37,866.82	55,914.52	61,344.50	-	-	-	435,386.57	614,502.61	-29.1%
Revenue															
Reimburse													-	-	
MH Recovery	3,266.05	1,890.87		2,642.93	1,718.98	1,718.98	3,953.64	2,578.46	3,094.16				20,864.07	54,399.73	-61.6%
4E Recovery					1,031.00			1,462.00					2,493.00	26,504.00	-90.6%
NFC Settlement													-	5,739.00	-100.0%
Totals	3,266.05	1,890.87	-	2,642.93	2,749.98	1,718.98	3,953.64	4,040.46	3,094.16	-	-	-	23,357.07	86,642.73	-73.0%
Net Expense	31,424.84	47,493.77	49,640.76	55,279.16	41,082.14	43,071.25	33,913.18	51,874.06	58,250.34	-	-	-	412,029.50	527,859.88	-21.94%

2023 Totals 57,244.52 49,879.06 67,169.93 81,595.18 49,198.49 70,938.37 52,730.26 59,000.52 40,103.55 51,887.09 40,643.74 53,176.03

YTD Change (25,819.68) (28,204.97) (45,734.14) (72,050.16) (80,166.51) (108,033.63) (126,850.71) (133,977.17) (115,830.38) (167,717.47) (208,361.21) (261,537.24)

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	YTD
Expense													
Foster Care	14,509.12	15,695.88	11,208.21	11,012.25	9,771.75	10,842.54	10,414.56	8,870.93	6,442.67	3,038.40	4,536.83	3,043.80	109,386.94
Rule 4	-	1,103.60	2,064.80	-	1,560.90	2,885.30	-	1,419.00	476.00	-	-	-	9,509.60
Rule 8	-	-	-	-	-	-	-	-	-	-	-	-	-
Rule 5	-	-	-	-	-	6,185.14	8,650.50	22,779.65	17,877.70	17,699.50	-	35,178.70	108,371.19
Corrections	48,314.86	46,385.58	65,215.38	77,092.30	49,283.30	56,604.85	46,683.94	39,800.31	21,351.59	32,687.27	38,341.58	21,440.40	543,201.36
Adoption Aid	-	-	-	-	-	-	-	-	-	-	-	-	-
Totals	62,823.98	63,185.06	78,488.39	88,104.55	60,615.95	76,517.83	65,749.00	72,869.89	46,147.96	53,425.17	42,878.41	59,662.90	770,469.09
Revenue													
Reimburse	-	-	-	-	-	-	-	-	-	-	-	-	-
MH Recovery	5,579.46	-	5,579.46	6,509.37	5,579.46	5,579.46	13,018.74	6,509.37	6,044.41	1,538.08	2,234.67	1,890.87	60,063.35
4E Recovery	-	13,306.00	-	-	5,838.00	-	-	7,360.00	-	-	-	4,596.00	31,100.00
NFC Settlement	-	-	5,739.00	-	-	-	-	-	-	-	-	-	5,739.00
Totals	5,579.46	13,306.00	11,318.46	6,509.37	11,417.46	5,579.46	13,018.74	13,869.37	6,044.41	1,538.08	2,234.67	6,486.87	96,902.35
Net Expense	57,244.52	49,879.06	67,169.93	81,595.18	49,198.49	70,938.37	52,730.26	59,000.52	40,103.55	51,887.09	40,643.74	53,176.03	673,566.74

1035.4
1054
1035.4
149.1
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149.1
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1146.38

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67.95
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952
935.2
935.2
194.3
334.11
309.05
1236.2
1336.44
1135.96
1188.32
36.98
369.8

314.76
1035.4
1035.4
1054
271.8
271.8
81.14
1176.53
1368.65

1479.63
1146.38
1230.76

1020
1002
1002
1217.1
1431.9
1324.5
84.88
1109.4
1273.2
358.53
259.02
358.53
259.02
358.53
259.02

**Pennington County Human Services
Income Maintenance Unit
2025 Active Cases by Program**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Cash												
MFIP	32	35	37	36	39	39	47	48	49			
DWP	4	4	2	3	2	1	1	1	1			
GA	44	47	52	53	57	56	56	53	50			
GRH	44	41	41	40	42	45	45	44	42			
MSA	48	48	49	49	48	47	48	45	46			
EA	1	1	1	0	0	1	1	1	3			
EGA	0	1	0	0	0	0	1	0	0			
TOTAL	173	177	182	181	188	189	199	192	191	0	0	0

Food												
SNAP	605	617	612	604	605	617	614	624	626			
TOTAL	605	617	612	604	605	617	614	624	626	0	0	0

Health Care												
MA (MAXIS)	480	473	471	475	473	477	493	494	494			
IMD	1	1	1	1	1	1	1	1	1			
QMB	249	245	238	240	237	239	252	257	254			
SLMB	58	59	58	57	57	58	53	51	55			
QI-1	23	23	24	23	22	21	19	18	19			
MA (METS/MNsure)	958	969	979	979	994	994	991	990	996			
MCRE (METS)	64	59	66	63	75	73	64	64	65			
TOTAL	1,833	1,829	1,837	1,838	1,859	1,863	1,873	1,875	1,884	0	0	0

Total Active Programs												
	2,611	2,623	2,631	2,623	2,652	2,669	2,686	2,691	2,701	0	0	0

Total Active Cases												
	2,000	2,005	2,023	2,020	2,047	2,056	2,058	2,063	2,068	0	0	0

**Pennington County Human Services
Income Maintenance Unit
Active Cases by Program
Sep-25**

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	49	108	40	68	Minnesota Family Investment Program
DWP	1	3	1	2	Diversionary Work Program
GA	50	50	50	0	General Assistance
GRH	42	42	42	0	Group Residential Housing
MSA	46	46	46	0	Minnesota Supplement Aid
EA	3	6	3	3	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	191	255	182	73	

Food					
SNAP	626	,189	728	461	Supplemental Nutrition Assistance Program
TOTAL	626				

Health Care					
MA (MAXIS)	494	501	421	80	Medical Assistance
IMD	1	1	1	0	Institute for Mental Disease
QMB	254	256	256	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	55	56	56	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	19	20	20	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	996				Medical Assistance (as of).
MCRE (METS)	65				MinnesotaCare (as of).
TOTAL	1,884	834	754	80	

TOTAL ACTIVE PROGRAMS:	2,701
TOTAL ACTIVE CASES:	2,068

**Pennington County Human Services
Emergency Assistance/Emergency General Assistance
Emergency Requests Related to Potential Evictions/Housing and Utilities
September-25**

Approvals

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157539	9/2/2025	1880827	utility disconnect	employed part time	1	\$330.78	Approved EA	9/4/2025
x157564	8/29/2025	1519082	utility disconnect	on MFIP, not employed	1	\$676.88	Approved EA	9/17/2025
X157019	8/21/2025	784631	eviction	1 adult employed	1	\$750	Approved EA	09/30/2025
TOTAL						EA	\$1,757.66	
						EGA	\$0.00	

Denials

Eligibility Worker	File Date	Case	Request	Employment Status	Number of Children	Amount and Purpose	Agency Action	Date of Action
X157019	8/1/2025	1593092	possible utility disconnect	1 adult, employed	4	unknown	Denied EA - no verifs provided	9/3/2025
X157019	8/1/2025	1135230	utilities	1 adult RSDI, 1 adult unemployed	1	unknown	Denied EA - no verifs provided	9/3/2025
x157539	8/4/2025	920921	Rent	RSDI, child support	1	unknown	Denied EA - no verifs provided	9/3/2025
X157019	8/11/2025	2362033	utilities/rent	1 adult employed, MFIP grant	1	unknown	Denied EA - no proof of eviction or disconnect	9/10/2025
x157540	8/13/2025	1597975	Homeless	1 adult - unemployed	0	None	Denied EGA, no emergency.	9/15/2025
x157540	8/14/2025	2676382	Past due rent	1 adult, employed	0	\$486.00	Denied EGA - client was working with other agencies on rent help and rec'd income to put toward past due rent. Case pended 30 days.	9/15/2025
X157019	8/20/2025	2651858	eviction	1 adult, self-employed	1	671.79	Denied EA - not cost effective. Client's income less than amount due each month - not cost effective. MFIP approved and eviction paid.	9/17/2025

Human Service's Month End Balance

	2017	2018	2019	2020	2021	2022	2023	2024	2025	% of Budget
January	2,182,630.66	2,271,729.26	2,772,063.80	3,288,028.76	3,624,301.56	3,612,634.01	3,892,137.92	4,368,802.80	4,637,333.31	82.71%
February	2,138,616.83	2,176,762.19	2,732,919.27	3,403,266.76	3,521,041.97	3,555,431.44	4,019,670.50	4,391,391.39	4,512,156.56	80.48%
March	1,800,227.71	1,844,672.30	2,547,429.81	3,277,046.86	3,033,593.35	3,329,525.51	3,624,644.30	4,140,708.64	4,265,549.91	76.08%
April	1,539,707.40	1,525,256.03	2,361,226.50	3,009,330.45	2,865,586.09	3,022,501.53	3,338,694.34	3,814,053.11	3,989,705.35	71.16%
May	1,426,858.37	1,528,544.15	2,327,158.79	3,038,957.98	2,728,273.46	3,023,675.98	3,386,550.78	3,646,747.76	3,879,308.31	69.19%
June	2,576,374.42	2,692,513.93	3,462,928.17	4,095,797.92	3,759,448.23	4,180,077.80	4,510,080.21	4,640,679.57	4,927,896.30	87.89%
July	2,650,496.79	2,874,408.12	3,554,336.75	4,284,273.43	3,656,785.80	4,190,786.57	4,690,147.87	4,898,652.24	5,013,794.21	89.42%
August	2,600,332.14	2,749,859.99	3,531,954.80	3,987,655.57	3,694,899.51	4,132,301.59	4,850,104.65	4,894,959.57	4,971,231.14	88.67%
September	2,362,913.96	2,518,750.84	3,294,188.08	3,781,078.10	3,573,442.34	3,878,451.23	4,637,867.07	4,535,101.45	4,658,845.33	83.09%
October	2,133,041.74	2,198,557.64	3,270,530.55	3,301,898.06	3,318,688.76	3,609,060.10	4,520,293.45	4,253,349.62	0.00	0.00%
November	2,642,643.71	3,070,756.97	3,860,836.73	3,606,171.73	4,035,310.35	3,599,570.32	5,140,626.01	5,006,519.16	0.00	0.00%
December	2,513,770.14	2,970,003.64	3,606,171.73	3,741,217.85	3,808,445.10	4,092,234.23	4,802,666.26	4,935,928.28	0.00	0.00%

Expense Budget

5,606,750.00

*****Fund balance should be at 42% of Annual Expenditures.

Human Services Cash Balance 2017-2025

