

Pennington County Human Service Committee

Meeting Agenda

November 18, 2025

12:00 pm

Members' Present

_____ Bruce Lawrence _____ Dave Sorenson _____ Seth Nelson

_____ Neil Peterson _____ Roy Sourdif

Section A

Minutes: Review of 10/21/2025 HSC Meeting minutes

- I. Personnel:
 - A. Update on Child Protection Social Worker Position
 - B. Update on Office Support Specialist Position

- IV. General:
 - A. CY 2026 MFIP/DWP Employment Services Purchase of Service Agreement with the Career Force Center. Jason Pangiarella, NW Minnesota Job Service Supervisor
 - B. CY 2026 Behavioral Health (Community Based) Purchase of Service Agreement with Sanford Behavioral Health.
 - C. CY 2026 Behavioral Health (Temporary Confinement) Purchase of Service Agreement with Sanford Behavioral Health.
 - D. CCAP Wait List
 - E. Alecia – TRF Food Shelf Director
 - F. Out-of-Home Cost Report
 - G. Month's End Cash Balance
 - H. 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:

12/16/2025
12:00 pm

01/20/2026
12:00 pm

02/17/2026
12:00 pm

A regular meeting of the Pennington County Human Service Committee was held at 12:00 pm, October 21, 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:

September 16, 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. Masynn Janicke, Child Protection Social Worker Position, is scheduled to complete probation November 16, 2025. Masynn meets position expectations and is successfully fulfilling job responsibilities. The Director recommends Ms. Janicke 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.
- C. Michael Wojciechowski, Adult/Children's Mental Health Social Worker Position, is scheduled to complete probation November 02, 2025. Michael meets position expectations and is successfully fulfilling job responsibilities. The Director recommends Mr. Wojciechowski 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 MFIP/DWP Employment Services Joint Powers Agreement between this agency and the Minnesota Department of Employment and Economic Development was presented. Jason Pangiarella, NW Minnesota Job Supervisor, will be presenting at the November Board meeting. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.

- B. The CY 2026 ACS/SWS Support Services Agreement between Pennington County and TriMin System, INC., to provide Professional Services for maintenance of our systems (ACS/SWS) was presented for consideration. Upon conclusion of the presentation a recommendation was made to forward this item to the Consent Agenda.
- C. The Director presented information about the All-Staff meeting. Nancy Walker, Deputy Director at Southwest Health and Human Services, presented on “incivility in the workplace”.
- D. Tammy presented the updates to SNAP changes.
- E. The Out-of-Home Cost Report through September 2025 was presented for Review.
- F. The month’s end cash balance in September 2025 stands at \$ 4,658,845.33`.

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 September 2025 report of activity. She reported that the Income Maintenance open case count stands at 2068.
- 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: November 18, 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 Waiver 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

PURCHASE OF SERVICES AGREEMENT

THIS AGREEMENT is made for the period January 1, 2026, to December 31, 2026, between Sanford Health Network North dba Sanford Behavioral Health Center (“Sanford”) and Pennington County Human Services (“Agency”).

WHEREAS, Sanford provides, inter alia, chemical dependency and temporary confinement services, collectively “the Services”; and

WHEREAS, the Agency wishes to purchase the Services from Sanford; and

WHEREAS, this Agreement will serve as a lead/host county agreement for other financially responsible agencies utilizing the Services.

NOW THEREFORE, in consideration of the covenants herein contained, the parties hereto have entered into this Agreement under the terms and conditions set forth below:

Agency hereby contracts with Sanford, and Sanford agrees to provide the Services to the Agency pursuant to the terms of this Agreement.

1 Temporary Confinement (72 Hour & Judicial Holds)

- 1.1 As Sanford resources and capacity allow, Sanford agrees to provide mental health inpatient stays for Agency referrals under MS 253B.051 and 253B.07 as enacted as of the signing of this Agreement. Agency and Sanford agree that MS 253B.045 subd. 2a and MS 256G.08 are interpreted to mean that the County of Financial Responsibility as defined therein is responsible for all charges not covered, including patient copays and deductibles, after third party payment sources (excluding the patient) have been exhausted. Sanford will make all reasonable efforts to collect reimbursement from third party insurers prior to billing the County of Financial Responsibility.
- 1.2 Agency agrees to the following rates for all stays covered under the above statutes.
 - 1.2.1 01/01/2026 – 12/31/2026 \$2,000/day
- 1.3 Upon the admission of an involuntary patient, pursuant to MN Statutes, Chapter 253B, Sanford will determine the insurance status of the patient. If the patient is not covered by an insurance plan, Sanford will encourage the patient to start an application process and provide the technology necessary for him or her to do so. If a patient does not agree to seek insurance coverage, Sanford will inform the County of Financial Responsibility of the patient’s refusal. Sanford cannot apply for insurance on a patient’s behalf.
- 1.4 In the event that a patient’s visit to the Sanford Medical Center Thief River Falls emergency department results in a temporary confinement, and no suitable behavioral health inpatient bed is available after reasonable efforts to secure the same, Sanford will attempt to make, but will be under no obligation to provide, appropriate accommodation for the patient’s needs in one of its medical/surgical rooms until more

suitable accommodations can be located by Sanford or Agency. The County of Financial Responsibility's payment obligation in this situation is dependent upon the type of care on the medical/surgical floor deemed medically necessary.

1.4.1 Observation status – If the patient has third-party insurance coverage, the first 48 hours of the observation stay will be billed to third-party insurance. Portions of the patient stay after the first 48 hours will be the responsibility of the County of Financial Responsibility at the daily rates defined above. If the patient does not have third-party insurance, the entire stay will be the responsibility of the County of Financial Responsibility at the daily rates defined above.

1.4.2 Inpatient status – If the patient has third-party insurance coverage, such insurance will be billed first, with the remaining balance being the responsibility of the County of Financial Responsibility.

1.5 Sanford shall bill each patient's County of Financial Responsibility for temporary confinement costs. If the patient's County of Financial Responsibility is unknown, Sanford shall bill the county which initiated the confinement.

1.6 In the event that following a patient's visit the patient receives third party insurance coverage that is retroactive to a date on or before the patient's visit, and Agency notifies Sanford of the change at least five business days prior to the third party payor's timely filing deadline, Sanford will refund to Agency an amount equivalent to the amount previously paid by Agency minus the patient responsible balance reported by the third party insurance carrier for that visit. Coverage notifications occurring after this time will result in charges on those dates of service remaining the responsibility of Agency.

1.7 Agency agrees that charges for patient transfer to/from facilities other than Sanford Health Network North dba Sanford Medical Center Thief River Falls and Sanford Health Network North dba Sanford Behavioral Health Center are not included in the daily rate.

1.8 This agreement will serve as a lead/host county agreement for temporary confinements initiated by other financially responsible agencies.

2 Miscellaneous

2.1 Additional Sanford commitments – Sanford shall:

2.1.1 Inform Agency of any developments which may have a significant bearing on Sanford's ability to deliver any of the Services covered by this Agreement.

2.1.2 Charge fees for Services which do not unreasonably exceed the actual cost of providing such Services.

2.1.3 Provide Services in a manner consistent with sound business/medical practice and in compliance with Sanford's policies and procedures, including any compliance programs and business conduct codes.

- 2.1.4 Reasonably cooperate with Agency in attempting to maximize the Agency's opportunity to make use of non-Agency sources of funding.
- 2.1.5 Not do any work nor furnish any material not covered by this Agreement on behalf of Agency unless it is approved in writing by the Agency.
- 2.2 Additional Agency commitments – Agency shall:
 - 2.2.1 Where Services provided by Sanford cannot be billed within the current Agreement period, Sanford will bill and Agency agrees to remit funding for those Services from the following Agreement period's funds.
- 2.3 General liability insurance - Sanford will at all times during the term of this Agreement have and keep in force a general liability insurance policy in the amount of one million dollars (\$1,000,000) for bodily injury or property damage to any one person and three million dollars (\$3,000,000) for total injuries or damages arising from any one occurrence.
- 2.4 Professional liability insurance - Sanford must also maintain professional liability insurance with a minimum aggregate amount of one million dollars (\$1,000,000).
- 2.5 Indemnity – Sanford and Agency agree to indemnify and hold each other harmless against any and all cost, damage, expense, claim, liability, civil fine and penalty, including (but not limited to) court costs and reasonable attorneys' fees incurred by the other party arising out of or in connection with that party's negligence or failure to comply with all such laws, ordinances, rules and regulations. The indemnity provisions set forth in this section shall survive the expiration or early termination of this Agreement, and shall include but not be limited to any claims arising:
 - 2.5.1 By reason of any Service client's suffering personal injury, death, or property loss or damages either while participating in or receiving from Sanford the Services to be furnished by Sanford under this Agreement, or while on premises owned, leased or operated by Sanford, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by Sanford when the cause of such injury or loss is due to Sanford's negligent or intentional acts; or
 - 2.5.2 By reason of any Service client's causing injury to, or damage to, the property of another person during any time when Sanford or its assign, or employee thereof has undertaken or is furnishing the care and Service called for under this Agreement when the cause of such injury or loss is due to Sanford's negligent or intentional acts.
- 2.6 Bonding – Sanford shall obtain and maintain at all times during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to receive or distribute monies. Such bond shall be in the amount of not less than \$100,000.
- 2.7 Confidential information – Both Sanford and Agency agree that all information with respect to the operations and business of the other party gained during the negotiations leading up to this Agreement, and from the performance of the Agreement, will be held in confidence and will not be divulged to any unauthorized person without prior

written consent of the other, except for access required by law regulation, and third party reimbursement agreements.

- 2.8 HIPAA and HITECH - Sanford agrees that it is a “covered entity” as defined in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Health Information Technology for Economic and Clinical Health Act (HITECH) of 2009, and is in compliance with privacy regulations, 45 C.F.R. § 165.500, et seq. ("Privacy Regulations") and all requirements with respect to individual identifying health information (IIHI) as defined in HIPAA. Use and disclosure of IIHI will require that all IIHI be: appropriately safeguarded; misuse appropriately reported; satisfactory assurances from any subcontractor(s) secured; individuals granted access and ability to amend their IIHI; accounting of disclosure made available; and applicable records released to the Agency or Department of Human Services. The provisions of this paragraph shall survive the termination of this Agreement.
- 2.9 Equal employment opportunity, civil rights, and nondiscrimination - (When applicable) Sanford agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 200d); and the Rehabilitation Act of 1973, as amended by Section 504; (When applicable) Sanford certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1982).
- 2.10 Fair hearing and grievance procedures – Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with the fair Hearing and Grievance Procedures established by administrative rules of the State Department of Human Services.
- 2.11 Distinction of entities – This Agreement shall not be construed in any manner to make Sanford personnel employees of Agency. Agency shall not be responsible for withholding of any taxes related to the contracting with Sanford, including, but not limited to, State and Federal income tax and FICA taxes. Agency shall not be responsible for worker’s compensation benefits, unemployment compensation premiums, or any other benefits or obligations either required by law or provided by Agency to its own employees. Sanford is an independent contractor with respect to Agency.
- 2.12 Staff selection and management - Sanford agrees to furnish Agency with personnel who have the academic preparation, personal qualities, skills, licensure and experience necessary to meet relevant requirements and provide high quality Services to eligible residents in Agency’s jurisdiction. Selection of staff that will complete each Service covered under this Agreement is under Sanford’s discretion and may change throughout the Agreement term as needs dictate. Sanford will provide administrative and clinical supervision as necessary for personnel providing Services under this Agreement and assume full responsibility for their conduct. Clinical supervision will be provided by a mental health professional.
- 2.13 Subcontracting – Sanford may enter into subcontracts for any of the Services covered by this Agreement upon providing written notice to Agency. All subcontracts shall be subject to the requirements of this Agreement.

2.14 Audit and record disclosures – Sanford shall:

- 2.14.1 Allow the personnel of Agency, the Minnesota Department of Human Services, and the Department of Health and Human Services, or their designee, access to Sanford's facility and records at reasonable hours and upon reasonable notice to exercise their responsibility to monitor purchased Services.
- 2.14.2 Maintain all records pertaining to this Agreement (program and fiscal) for four years for audit purposes.
- 2.14.3 Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined in the Department of Human Services Social Services Manual, and the administrative rules of the State agency.
- 2.14.4 Make the results of any audits conducted by Sanford, insofar as they pertain to Services covered by this Agreement, available to the Agency at the latter's request.

2.15 Conditions for termination

- 2.15.1 Medicare and Medicaid eligibility – Sanford certifies as of the execution of this Agreement and continuing through the term of this Agreement, that neither it, its member, nor employed physicians providing services under this Agreement have been excluded from participation in any federal or state Medicare, Medicaid, or other third party payor program, nor is any such action pending. Sanford shall notify Agency as soon as reasonably possible if such action is threatened or proposed. If at any time Sanford, its member or employed physicians providing services under this Agreement have been excluded, as described above, then Agency may immediately terminate this Agreement.
- 2.15.2 Statutory changes - It is agreed that the terms and conditions of this Agreement will be changed to reflect any change in and status of any state or federal law, rule, regulation, guideline or safe harbor regulation that has any material impact on either of the parties and of the parties' ability to legally carry out the spirit of the Agreement and their good faith intentions. If such amendments materially change the rights and obligations of the parties hereto, either party may then terminate this Agreement upon written notice of termination which shall be effective on the effective date of the state or federal law, rule, regulation, guideline or safe harbor regulation that necessitated the amendment or the expiration date of the then current term, whichever date is earlier.
- 2.15.3 Funding changes - The Agency agrees to inform Sanford of any developments which may have a significant bearing on the Agency's ability to provide funds in accord with the amounts and principles contained in this Agreement. Should the Agency be unable to fulfill its financial obligations to Sanford due to specific reductions in federal or state funds, the obligation of both parties shall cease following a 60 day advance notice.

2.15.4 Other – Unless otherwise specified above, either party may terminate this Agreement with or without cause upon sixty (60) days prior written notice to the other party.

2.16 Conditions for modification

2.16.1 Any alterations, variation, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, and duly signed.

2.16.2 Unless otherwise specified above, if Sanford is unable to or is going to be unable to provide the required quality or quantity of Services it must notify Agency thirty (30) days before the service line is discontinued.

2.17 General terms

2.17.1 No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any other term or provision.

2.17.2 If any term or provision of this Agreement is now or hereafter determined to be invalid or unenforceable, such determination shall not impair the validity of the remainder of this Agreement.

2.17.3 The terms and provisions hereof shall be binding on and inure to the benefit of the successors and permitted assigns of the parties hereto.

2.17.4 This Agreement shall be construed in accordance with the laws of the State of Minnesota.

2.17.5 The Agreement is not assignable by either party without the prior written consent of the other party.

2.17.6 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 agreements presently in effect relating to the subject matter hereof.

Pennington County Human Services

Sanford Health Network North

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Reviewed and Approved:

By: _____

Pennington County Attorney

Date: _____

PURCHASE OF SERVICES AGREEMENT

THIS AGREEMENT is made for the period January 1, ~~2025~~2026, to December 31, ~~2025~~2026, between Sanford Health Network North dba Sanford Behavioral Health Center (“Sanford”) and Pennington County Human Services (“Agency”).

WHEREAS, Sanford provides, inter alia, ~~Chemical Dependence and Temporary Confinement Services~~ chemical dependency and temporary confinement services, collectively “the Services”; and

WHEREAS, the Agency wishes to purchase the Services from Sanford; and

WHEREAS, this Agreement will serve as a lead/host county agreement for other financially responsible agencies utilizing the Services.

NOW THEREFORE, in consideration of the covenants herein contained, the parties hereto have entered into this Agreement under the terms and conditions set forth below:

Agency hereby contracts with Sanford, and Sanford agrees to provide the Services to the Agency pursuant to the terms of this Agreement.

1 Temporary Confinement (72 Hour & Judicial Holds)

- 1.1 As Sanford resources and capacity allows, Sanford agrees to provide mental health inpatient stays for Agency referrals under MS 253B.051 and 253B.07 as enacted as of the signing of this Agreement. Agency and Sanford agree that MS 253B.045 subd. 2a and MS 256G.08 are interpreted to mean that the County of Financial Responsibility as defined therein is responsible for all charges not covered, including patient copays and deductibles, after third party payment sources (excluding the patient) have been exhausted. Sanford will make all reasonable efforts to collect reimbursement from third party insurers prior to billing the County of Financial Responsibility.
- 1.2 Agency agrees to the following rates for all stays covered under the above statutes.
 - 1.2.1 01/01/~~2025~~2026 – 12/31/~~2025~~2026 \$1,8172,000/day
- 1.3 Upon the admission of an involuntary patient, pursuant to MN Statutes, Chapter 253B, Sanford will determine the insurance status of the patient. If the patient is not covered by an insurance plan, Sanford will encourage the patient to start an application process and provide the technology necessary for him or her to do so. If a patient does not agree to seek insurance coverage, Sanford will inform the County of Financial Responsibility of the patient’s refusal. Sanford cannot apply for insurance on a patient’s behalf.
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accommodation for the patient's needs in one of its medical/surgical rooms until more suitable accommodations can be located by Sanford or Agency. The County of Financial Responsibility's payment obligation in this situation is dependent upon the type of care on the medical/surgical floor deemed medically necessary.

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2.1 Additional Sanford commitments – Sanford shall:

2.1.1 Inform Agency of any developments which may have a significant bearing on Sanford's ability to deliver any of the Services covered by this Agreement.

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 - 2.5.1 By reason of any Service client's suffering personal injury, death, or property loss or damages either while participating in or receiving from Sanford the Services to be furnished by Sanford under this Agreement, or while on premises owned, leased or operated by Sanford, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by Sanford when the cause of such injury or loss is due to Sanford's negligent or intentional acts; or
 - 2.5.2 By reason of any Service client's causing injury to, or damage to, the property of another person during any time when Sanford or its assign, or employee thereof has undertaken or is furnishing the care and Service called for under this Agreement when the cause of such injury or loss is due to Sanford's negligent or intentional acts.
- 2.6 Bonding – Sanford shall obtain and maintain at all times during the term of this Agreement, a fidelity bond covering the activity of its personnel authorized to receive or distribute monies. Such bond shall be in the amount of not less than \$100,000.
- 2.7 Confidential information – Both Sanford and Agency agree that all information with respect to the operations and business of the other party gained during the negotiations leading up to this Agreement, and from the performance of the Agreement, will be held in confidence and will not be divulged to any unauthorized person without prior

written consent of the other, except for access required by law regulation, and third party reimbursement agreements.

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- 2.9 Equal employment opportunity, civil rights, and nondiscrimination - (When applicable) Sanford agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 200d); and the Rehabilitation Act of 1973, as amended by Section 504; (When applicable) Sanford certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1982).
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- 2.12 Staff selection and management - Sanford agrees to furnish Agency with personnel who have the academic preparation, personal qualities, skills, licensure and experience necessary to meet relevant requirements and provide high quality Services to eligible residents in Agency’s jurisdiction. Selection of staff that will complete each Service covered under this Agreement is under Sanford’s discretion and may change throughout the Agreement term as needs dictate. Sanford will provide administrative and clinical supervision as necessary for personnel providing Services under this Agreement and assume full responsibility for their conduct. Clinical supervision will be provided by a mental health professional.
- 2.13 Subcontracting – Sanford may enter into subcontracts for any of the Services covered by this Agreement upon providing written notice to Agency. All subcontracts shall be subject to the requirements of this Agreement.

2.14 Audit and record disclosures – Sanford shall:

- 2.14.1 Allow the personnel of Agency, the Minnesota Department of Human Services, and the Department of Health and Human Services, or their designee, access to Sanford's facility and records at reasonable hours and upon reasonable notice to exercise their responsibility to monitor purchased Services.
- 2.14.2 Maintain all records pertaining to this Agreement (program and fiscal) for four years for audit purposes.
- 2.14.3 Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined in the Department of Human Services Social Services Manual, and the administrative rules of the State agency.
- 2.14.4 Make the results of any audits conducted by Sanford, insofar as they pertain to Services covered by this Agreement, available to the Agency at the latter's request.

2.15 Conditions for termination

- 2.15.1 Medicare and Medicaid eligibility – Sanford certifies as of the execution of this Agreement and continuing through the term of this Agreement, that neither it, its member, nor employed physicians providing services under this Agreement have been excluded from participation in any federal or state Medicare, Medicaid, or other third party payor program, nor is any such action pending. Sanford shall notify Agency as soon as reasonably possible if such action is threatened or proposed. If at any time Sanford, its member or employed physicians providing services under this Agreement have been excluded, as described above, then Agency may immediately terminate this Agreement.
- 2.15.2 Statutory changes - It is agreed that the terms and conditions of this Agreement will be changed to reflect any change in and status of any state or federal law, rule, regulation, guideline or safe harbor regulation that has any material impact on either of the parties and of the parties' ability to legally carry out the spirit of the Agreement and their good faith intentions. If such amendments materially change the rights and obligations of the parties hereto, either party may then terminate this Agreement upon written notice of termination which shall be effective on the effective date of the state or federal law, rule, regulation, guideline or safe harbor regulation that necessitated the amendment or the expiration date of the then current term, whichever date is earlier.
- 2.15.3 Funding changes - The Agency agrees to inform Sanford of any developments which may have a significant bearing on the Agency's ability to provide funds in accord with the amounts and principles contained in this Agreement. Should the Agency be unable to fulfill its financial obligations to Sanford due to specific reductions in federal or state funds, the obligation of both parties shall cease following a 60 day advance notice.

2.15.4 Other – Unless otherwise specified above, either party may terminate this Agreement with or without cause upon sixty (60) days prior written notice to the other party.

2.16 Conditions for modification

2.16.1 Any alterations, variation, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, and duly signed.

2.16.2 Unless otherwise specified above, if Sanford is unable to or is going to be unable to provide the required quality or quantity of Services it must notify Agency thirty (30) days before the service line is discontinued.

2.17 General terms

2.17.1 No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any other term or provision.

2.17.2 If any term or provision of this Agreement is now or hereafter determined to be invalid or unenforceable, such determination shall not impair the validity of the remainder of this Agreement.

2.17.3 The terms and provisions hereof shall be binding on and inure to the benefit of the successors and permitted assigns of the parties hereto.

2.17.4 This Agreement shall be construed in accordance with the laws of the State of Minnesota.

2.17.5 The Agreement is not assignable by either party without the prior written consent of the other party.

2.17.6 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 agreements presently in effect relating to the subject matter hereof.

Pennington County Human Services

Sanford Health Network North

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Reviewed and Approved:

By: _____

Pennington County Attorney

Date: _____

PURCHASE OF SERVICES AGREEMENT

THIS AGREEMENT is made for the period January 1, 2026, to December 31, 2026, between Sanford Health Network North dba Sanford Behavioral Health Center (“Sanford”) and Pennington County Human Services (“Agency”).

WHEREAS, Sanford provides a variety of behavioral health services, collectively “the Services”; and

WHEREAS, the Agency wishes to purchase the Services from Sanford.

NOW THEREFORE, in consideration of the covenants herein contained, the parties hereto have entered into this Agreement under the terms and conditions set forth below:

Agency hereby contracts with Sanford, and Sanford agrees to provide the Services to the Agency pursuant to the terms of this Agreement.

1 Clinic Behavior Health Services (Sanford Medical Center Thief River Falls).

- 1.1 In order to provide county residents with access to formal outpatient mental health services, the Agency agrees to make fee subsidies available on a case-by-case basis to eligible residents.
- 1.2 The parties understand and agree that the eligibility of the client to receive services under this section from Sanford is to be determined in accordance with eligibility criteria mutually agreed upon by Sanford and Agency. Sanford’s interest in helping to craft eligibility criteria is to ensure that chosen criteria can be expeditiously applied by Sanford staff at the time the patient registers, and will not result in unsatisfactory billing workflows.
- 1.3 When a patient arrives at registration and indicates that he does not have third party insurance or would be unable to pay his third party copay or deductible, Sanford registration staff will encourage the patient to fill out a subsidy application form. Sanford staff will assume that the information entered by the patient is truthful, but inform the patient that a copy will be forwarded to Agency. It is Agency’s responsibility to review the applications and make a final determination regarding patient eligibility for future visits. Direct contact by Agency to Sanford regarding a patient’s qualification or disqualification for future subsidized visits will supersede the determination made using the agreed upon eligibility criteria.
- 1.4 Sanford staff will compare the information submitted by the patient to the program eligibility criteria. If the patient is eligible to receive a subsidy and would like their application processed, Sanford will charge the patient a nonrefundable application fee. This fee will be levied when the patient applies for the subsidy program, and be based on a sliding fee scale using the agreed upon eligibility criteria. Application fees collected by Sanford will remain the sole property of Sanford.

- 1.5 If Agency contacts Sanford to schedule an appointment on a patient's behalf and indicates that the patient's visit(s) should be part of the fee subsidy arrangement, Sanford will waive the application fee. Agency agrees to disclose to the patient prior to service commencing that they intend to cover the patient's copays and deductibles and that Sanford will provide Agency with the information necessary to facilitate that payment.
- 1.6 Agency's financial responsibility:
 - 1.6.1 Patients without third party insurance coverage who meet the eligibility criteria, and have paid the application fee will receive a 30% discount from the current listed rate for the service provided. Agency agrees to pay the remaining patient balance.
 - 1.6.2 If the patient has third party insurance, Sanford will bill the insurance, and after insurance remittance, will bill the remaining balance to Agency. For example: (current listed rate) – (insurance reimbursement and discount) = (Agency responsibility).
 - 1.6.3 In the event that following a patient's visit the patient receives third party insurance coverage that is retroactive to a date on or before the patient's visit, and Agency provides Sanford the sufficient and pertinent coverage information at least five business days prior to the third party payor's timely filing deadline, Sanford will refund to Agency an amount equivalent to the amount previously paid by Agency minus the patient responsible balance reported by the third party insurance carrier for that visit. Coverage notifications occurring after this time will result in charges on those dates of service remaining the responsibility of Agency.
 - 1.6.4 Total annual Agency liability under this section will be a maximum of \$13,000. Agency will be responsible for notifying Sanford of the date it predicts the maximum will be exceeded in each calendar year so that Sanford can notify patients of the change in fiscal responsibility for their visits.
- 1.7 In order that Sanford receives all fee subsidies to which it is entitled for services provided during the contract term and to allow time for third party insurance payments to be remitted, Agency agrees to reimburse Sanford for fee subsidy visits that occurred during the contract term up to 90 days after the contract expires.
- 1.8 Primary responsibility for helping uninsured patients successfully obtain insurance coverage lies with Agency, however Sanford will make an effort to point that individual in the direction necessary to obtain such coverage.
- 1.9 Sanford will assume responsibility for charting and other administrative-clinical tasks, and records will be the property of Sanford.

2 Community Based Services - Adult

- 2.1 Community Support Program Services (CSP) –MS 245.4721

2.1.1 Agency's Areas of Responsibility

2.1.1.1 The parties understand and agree that all Services provided to eligible clients under the terms of this Agreement shall be in accordance with the Individual Community Support Plan (ICSP), developed with, for and on behalf of the individual client by Agency (MS 245.4711 § 4 a). The Agency will not delegate the development of Individual Community Support Plans to Sanford.

2.1.1.2 Agency will assist Sanford in obtaining a copy of the diagnostic assessment/update completed by a qualified mental health professional. Although the diagnostic assessment may be performed by Sanford at Agency's request, Agency and Sanford understand and agree that diagnostic assessments are not a purchased Service covered by this agreement.

2.1.1.3 Agency is responsible for assuring that funding streams used to pay for Services offered under this section are appropriate to the clients/Services being offered.

2.1.2 Sanford's Areas of Responsibility

2.1.2.1 Sanford will work collaboratively with Agency staff to serve clients effectively and achieve treatment objectives. Sanford personnel will provide Services outlined in MS 245.4721§1 a-b, attend Individual Community Support Program meetings scheduled by Agency's case managers, and maintain regular verbal contact with county case managers regarding clients' progress.

2.1.2.2 Sanford will develop an individual treatment plan for each client. Individual treatment planning will be based upon a diagnostic assessment performed by a qualified mental health professional and the ICSP provided by Agency.

2.1.2.3 When discharging or terminating Services to a client who requests that such services be continued, Sanford shall prepare a summary of findings for the Agency and submit it in a timely manner.

2.1.3 Eligibility

2.1.3.1 Clients admitted to the CSP program must meet the eligibility criteria of serious and persistent mental illness (SPMI) dictated in MS 245.462 § 20 c. The parties understand and agree that a preliminary eligibility check will be the responsibility of the Agency. If the client is found by Agency to meet all criteria of the statute, the county will refer the patient to Sanford for a final eligibility check. Sanford will determine admission to the program.

2.1.3.2 If either Agency or Sanford determines that a client is no longer eligible to receive Services or no longer requires the Services, the party

making the determination will notify the other party ten (10) days prior to discontinuing Services. Sanford shall not discharge or terminate Services to a client prior to the proposed termination date unless delay would seriously endanger the health, safety, or well-being of other Service recipients or Sanford staff.

2.2 Adult Rehabilitative Mental Health Services (ARMHS) –MS 256B.0623 and 245I.02, subdivision 33.

- 2.2.1 Agency understands that whenever appropriate, Sanford will bill the State of Minnesota for Adult Mental Health Rehabilitation Services (ARMHS) provided to county residents who are covered by an eligible insurance plan.
- 2.2.2 Agency agrees that Sanford will be the primary provider of ARMHS services.
- 2.2.3 Agency will file the appropriate paperwork designating Sanford as an approved ARMHS provider within Agency’s jurisdiction.
- 2.2.4 Agency agrees that Sanford’s practitioners/clinicians are responsible for evaluating initial eligibility, ongoing eligibility, and making determinations regarding discharge from the program.
- 2.2.5 Sanford realizes that ARMHS clients are best served when a close connection is maintained between ARMHS Services and companion Services/programs offered by Agency. Sanford will make available to the Agency statistics regarding the number of ARMHS Service hours delivered to county residents and share information pertinent to the joint delivery of care.

2.3 Targeted Case Management Service (TCM)

- 2.3.1 Sanford has resumed the provision of Targeted Case Management Services and assumes clinical or fiduciary responsibility for their delivery. Sanford affirms that this initiative will not encroach upon the Agency’s existing client base. The inclusion of TCM is a required component for advancing certification as a Community Behavioral Health clinic. Sanford will continue to collaborate with Agency to develop and implement the best plan of care for each client.

2.4 Invoicing and Payment

- 2.4.1 Sanford shall submit to Agency two invoices each month for adult community based services. The two-invoice system allows Agency to determine which funding source (CSP, Northwest 8, county dollars, etc.) to associate with each client served and/or infrastructure funded. Agency will be solely responsible for tracking the number of clients served by each funding source and the dollar values of service provided under each source. Total Agency liability to Sanford, between the two invoices, for each month during the contract period will be:

2.4.1.1 January 1, 2026 – December 31, 2026 \$17,265 monthly

2.4.1.2 Fee-for-service - This invoice will present the portion of total monthly Agency liability (if any) that is most directly assignable on an individual service unit basis. The invoice will include an account of the number of billable service units, by patient name and account number, rendered to each client served during the previous calendar month and the associated costs. One service unit is equivalent to 15 minutes (unless otherwise specified) of practitioner time spent serving clients as defined under the Minnesota ARMHS and CSP statutes. The dollar value charged per service unit will be equivalent to the current charges per unit Sanford bills for clients enrolled in its ARMHS program, and will vary as payor fee schedules are updated.

2.4.1.2.1 Individual identifying health information (IIHI) will be provided for service lines where HIPAA regulations allow.

2.4.1.3 Infrastructure – This invoice will present the balance of Agency liability that was not directly assignable on a fee-for-service basis. Because fee-for-service billings will naturally vary between months, this will also vary each month and will be calculated as follows: (total monthly Agency liability – monthly fee for service invoice amount = infrastructure invoice amount). In the event that the monthly fee-for-service invoice amount is greater than the total monthly Agency liability, zero dollars will be billed for infrastructure that month. Agency will be responsible for paying balance due within 30 days of receipt of the invoice.

2.4.1.3.1 The statement will include statistics regarding the number of hours of each service rendered during the previous calendar month as well as year to date totals. Totals will be summarized by service line.

2.4.2 Sanford certifies that it does not provide to others the Services covered by this Agreement at no cost; that rates for Services do not exceed amounts reasonable and necessary to assure quality of Services.

2.4.3 Sanford will assume financial responsibility for all supplies, facilities (other than Agency's facility), outside services and staff travel necessary to provide quality program Services.

2.4.4 Reimbursement by Medical Assistance and other third-party payers for services billable to those payers will be retained by Sanford for the delivery of said services.

2.5 Program Capacity

2.5.1 Sanford agrees to provide enough staff and resources to accommodate a caseload of approximately 55 clients. The actual capacity of the program at a given time may be slightly lower or higher than this number depending on the acuity of already enrolled clients.

- 2.5.2 Client capacity may be temporarily reduced due to staff turnover or leave.
- 2.5.3 If Sanford determines that the program is at full capacity and a new referral is made, the referral will be placed on a waiting list until capacity in the program becomes available.

3 Miscellaneous

3.1 Additional Sanford commitments – Sanford shall:

- 3.1.1 Inform Agency of any developments which may have a significant bearing on Sanford's ability to deliver any of the Services covered by this Agreement.
- 3.1.2 Charge fees for Services which do not unreasonably exceed the actual cost of providing such Services.
- 3.1.3 Provide Services in a manner consistent with sound business/medical practice and in compliance with Sanford's policies and procedures, including any compliance programs and business conduct codes.
- 3.1.4 Reasonably cooperate with Agency in attempting to maximize the Agency's opportunity to make use of non-Agency sources of funding.
- 3.1.5 Not do any work nor furnish any material not covered by this Agreement on behalf of Agency unless it is approved in writing by the Agency.

3.2 Additional Agency commitments – Agency shall:

- 3.2.1 Where Services provided by Sanford cannot be billed within the current Agreement period, Sanford will bill the Agency and the Agency agrees to remit funding for those Services from the following Agreement period's funds.

3.3 General liability insurance - Sanford will at all times during the term of this Agreement have and keep in force a general liability insurance policy in the amount of one million dollars (\$1,000,000) for bodily injury or property damage to any one person and three million dollars (\$3,000,000) for total injuries or damages arising from any one occurrence.

3.4 Professional liability insurance - Sanford must also maintain professional liability insurance with a minimum aggregate amount of one million dollars (\$1,000,000).

3.5 Indemnity – Sanford and Agency agree to indemnify and hold each other harmless against any and all cost, damage, expense, claim, liability, civil fine and penalty, including (but not limited to) court costs and reasonable attorneys' fees incurred by the other party arising out of or in connection with that party's negligence or failure to comply with all such laws, ordinances, rules and regulations. The indemnity provisions set forth in this section shall survive the expiration or early termination of this Agreement, and shall include but not be limited to any claims arising:

- 3.5.1 By reason of any Service client's suffering personal injury, death, or property loss or damages either while participating in or receiving from Sanford the

Services to be furnished by Sanford under this Agreement, or while on premises owned, leased or operated by Sanford, or while being transported to or from said premises in any vehicle owned, operated, chartered, or otherwise contracted for by Sanford when the cause of such injury or loss is due to Sanford's negligent or intentional acts; or

- 3.5.2 By reason of any Service client's causing injury to, or damage to, the property of another person during any time when Sanford or its assign, or employee thereof has undertaken or is furnishing the care and Service called for under this Agreement when the cause of such injury or loss is due to Sanford's negligent or intentional acts.
- 3.6 Bonding or Fidelity Insurance – Sanford shall obtain and maintain at all times during the term of this Agreement, a fidelity bond or insurance covering the activity of its personnel authorized to receive or distribute monies. Such bond or insurance shall be in the amount of not less than \$100,000.
- 3.7 Confidential information – Both Sanford and Agency agree that all information with respect to the operations and business of the other party gained during the negotiations leading up to this Agreement, and from the performance of the Agreement, will be held in confidence and will not be divulged to any unauthorized person without prior written consent of the other, except for access required by law regulation, and third party reimbursement agreements.
- 3.8 HIPAA and HITECH - Sanford agrees that it is a "covered entity" as defined in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and Health Information Technology for Economic and Clinical Health Act (HITECH) of 2009, and is in compliance with privacy regulations, 45 C.F.R. § 165.500, et seq. ("Privacy Regulations") and all requirements with respect to individual identifying health information (IIHI) as defined in HIPAA. Use and disclosure of IIHI will require that all IIHI be: appropriately safeguarded; misuse appropriately reported; satisfactory assurances from any subcontractor(s) secured; individuals granted access and ability to amend their IIHI; accounting of disclosure made available; and applicable records released to the Agency or Department of Human Services. The provisions of this paragraph shall survive the termination of this Agreement.
- 3.9 Equal employment opportunity, civil rights, and nondiscrimination - (When applicable) Sanford agrees to comply with the Civil Rights Act of 1964, Title VII (42 USC 2000e), including Executive Order No. 11246, and Title VI (42 USC 200d); and the Rehabilitation Act of 1973, as amended by Section 504; (When applicable) Sanford certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, section 363.073 (1982).
- 3.10 Fair hearing and grievance procedures – Agency agrees to provide for a fair hearing and grievance procedure in conformance with Minnesota Statutes, section 256.045, and in conjunction with the fair Hearing and Grievance Procedures established by administrative rules of the State Department of Human Services.

- 3.11 Distinction of entities – This Agreement shall not be construed in any manner to make Sanford personnel employees of Agency. Agency shall not be responsible for withholding of any taxes related to the contracting with Sanford, including, but not limited to, State and Federal income tax and FICA taxes. Agency shall not be responsible for worker’s compensation benefits, unemployment compensation premiums, or any other benefits or obligations either required by law or provided by Agency to its own employees. Sanford is an independent contractor with respect to Agency.
- 3.12 Staff selection and management - Sanford agrees to furnish Agency with personnel who have the academic preparation, personal qualities, skills, licensure and experience necessary to meet relevant requirements and provide high quality Services to eligible residents in Agency’s jurisdiction. Selection of staff that will complete each Service covered under this Agreement is under Sanford’s discretion and may change throughout the Agreement term as needs dictate. Sanford will provide administrative and clinical supervision as necessary for personnel providing Services under this Agreement and assumes full responsibility for their conduct. Clinical supervision will be provided by a mental health professional.
- 3.13 Subcontracting – Sanford may enter into subcontracts for any of the Services covered by this Agreement upon providing written notice to Agency. All subcontracts shall be subject to the requirements of this Agreement.
- 3.14 Audit and record disclosures – Sanford shall:
- 3.14.1 Allow the personnel of Agency, the Minnesota Department of Human Services, and the Department of Health and Human Services, or their designee, access to Sanford’s facility and records related to the Services provided under this Agreement at reasonable hours and upon reasonable notice to exercise their responsibility to monitor purchased Services.
 - 3.14.2 Maintain all records pertaining to this Agreement (program and fiscal) for four years for audit purposes.
 - 3.14.3 Comply with policies of the Minnesota Department of Human Services regarding social services recording and monitoring procedures, as defined in the Department of Human Services Social Services Manual, and the administrative rules of the State agency.
 - 3.14.4 Make the results of any audits conducted by Sanford, insofar as they pertain to Services covered by this Agreement, available to the Agency at the latter’s request.
- 3.15 Conditions for termination
- 3.15.1 Medicare and Medicaid eligibility – Sanford certifies as of the execution of this Agreement and continuing through the term of this Agreement, that neither it, its member, nor employed physicians providing Services under this Agreement, have been excluded from participation in any federal or state

Medicare, Medicaid, or other third party payor program, nor is any such action pending. Sanford shall notify Agency as soon as reasonably possible if such action is threatened or proposed. If at any time Sanford, its member or employed physicians have been excluded, as described above, then Agency may immediately terminate this Agreement.

- 3.15.2 Statutory changes - It is agreed that the terms and conditions of this Agreement will be changed to reflect any change in and status of any state or federal law, rule, regulation, guideline or safe harbor regulation that has any material impact on either of the parties and of the parties' ability to legally carry out the spirit of the Agreement and their good faith intentions. If such amendments materially change the rights and obligations of the parties hereto, either party may then terminate this Agreement upon written notice of termination which shall be effective on the effective date of the state or federal law, rule, regulation, guideline or safe harbor regulation that necessitated the amendment or the expiration date of the then current term, whichever date is earlier.
- 3.15.3 Funding changes - The Agency agrees to inform Sanford of any developments which may have a significant bearing on the Agency's ability to provide funds in accord with the amounts and principles contained in this Agreement. Should the Agency be unable to fulfill its financial obligations to Sanford due to specific reductions in federal or state funds, the obligation of both parties shall cease following a 60 day advance notice.
- 3.15.4 Other – Unless otherwise specified above, either party may terminate this Agreement with or without cause upon sixty (60) days prior written notice to the other party.

3.16 Conditions for modification

- 3.16.1 Any alterations, variation, modifications, or waivers of provisions of this Agreement will be valid only when they have been reduced to writing, and duly signed.
- 3.16.2 Unless otherwise specified above, if Sanford is unable to or going to be unable to provide the required quality or quantity of Services it must notify Agency thirty (30) days before the service line is discontinued.

3.17 General terms

- 3.17.1 No waiver by either party or any term or provision of this Agreement shall be deemed to be a waiver of any other term or provision.
- 3.17.2 If any term or provision of this Agreement is now or hereafter determined to be invalid or unenforceable, such determination shall not impair the validity of the remainder of this Agreement.
- 3.17.3 The terms and provisions hereof shall be binding on and inure to the benefit of the successors and permitted assigns of the parties hereto.

- 3.17.4 This Agreement shall be construed in accordance with the laws of the State of Minnesota.
- 3.17.5 The Agreement is not assignable by either party without the prior written consent of the other party.
- 3.17.6 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 agreements presently in effect relating to the subject matter hereof.
- 2.17.7 This Agreement is for the provision of services to all eligible individuals as determined by the Agency. Such eligible individuals include those with low income who do not qualify for Medicare or Medicaid programs.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives and have affixed their respective hands effective as of the day and year first mentioned above.

Pennington County Human Services

Sanford Health Network North

By: _____

By: _____

Its: _____

Its: _____

Date: _____

Date: _____

Reviewed and Approved:

By: _____

Pennington County Attorney

Date: _____

**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	50		
DWP	4	4	2	3	2	1	1	1	1	2		
GA	44	47	52	53	57	56	56	53	50	47		
GRH	44	41	41	40	42	45	45	44	42	44		
MSA	48	48	49	49	48	47	48	45	46	43		
EA	1	1	1	0	0	1	1	1	3	0		
EGA	0	1	0	0	0	0	1	0	0	0		
TOTAL	173	177	182	181	188	189	199	192	191	186	0	0

Food												
SNAP	605	617	612	604	605	617	614	624	626	621		
TOTAL	605	617	612	604	605	617	614	624	626	621	0	0

Health Care												
MA (MAXIS)	480	473	471	475	473	477	493	494	494	491		
IMD	1	1	1	1	1	1	1	1	1	2		
QMB	249	245	238	240	237	239	252	257	254	252		
SLMB	58	59	58	57	57	58	53	51	55	52		
QI-1	23	23	24	23	22	21	19	18	19	19		
MA (METS/MNsure)	958	969	979	979	994	994	991	990	996	989		
MCRE (METS)	64	59	66	63	75	73	64	64	65	69		
TOTAL	1,833	1,829	1,837	1,838	1,859	1,863	1,873	1,875	1,884	1,874	0	0

Total Active Programs												
	2,611	2,623	2,631	2,623	2,652	2,669	2,686	2,691	2,701	2,681	0	0

Total Active Cases												
	2,000	2,005	2,023	2,020	2,047	2,056	2,058	2,063	2,068	2,064	0	0

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

Cash	# Cases	## in HH	# Adults	# Children	
MFIP	50	115	42	73	Minnesota Family Investment Program
DWP	2	7	2	5	Diversionary Work Program
GA	47	47	47	0	General Assistance
GRH	44	44	44	0	Group Residential Housing
MSA	43	43	43	0	Minnesota Supplement Aid
EA	0	0	0	0	Emergency Assistance
EGA	0	0	0	0	Emergency General Assistance
TOTAL	186	256	178	78	

Food					
SNAP	621	,173	724	449	Supplemental Nutrition Assistance Program
TOTAL	621				

Health Care					
MA (MAXIS)	491	498	417	81	Medical Assistance
IMD	2	2	2	0	Institute for Mental Disease
QMB	252	254	254	0	Qualified Medicare Beneficiary (Medicare Savings Program)
SLMB	52	54	54	0	Service Limited Medicare Beneficiary (Medicare Savings Program)
QI-1	19	20	20	0	QI-1 (Medicare Savings Program)
MA (METS/MNsure)	989				Medical Assistance (a: 10/3/2025
MCRE (METS)	69				MinnesotaCare (as of 10/3/2025
TOTAL	1,874	828	747	81	

TOTAL ACTIVE PROGRAMS:	2,681
TOTAL ACTIVE CASES:	2,064

Emergency Rental Expenditures

Date	Case Number	Paid To	Amount Paid
4/10/25	155978	Jamar North Rentals Co, LLC	\$ 735.00
4/25/25	723053	Oak Lodge Apartments LLC	\$ 650.00
5/27/25	149382	Greendale Manor	\$225.00
8/7/25	1298416	Thief River Rentals	\$1,100.00
8/21/25	2192956	McKenna Properties, LLC	\$1,195.00
9/16/25	2194127	Valley Assisted Living	\$1,000.00
9/30/25	784631	Dennis Yost	\$1,500.00
10/1/25	265369	Valley Assisted Living	\$1,000.00
10/15/25	46685	Valley Assisted Living	\$1,000.00
TOTAL EXPENDITURES			\$ 8,405.00

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

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	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	15,340.40			124,832.06	98,767.91	26.4%
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	33,743.19			311,508.43	450,732.11	-30.9%
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	49,083.59	-	-	484,470.16	614,502.61	-21.2%
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	(5.00)			20,859.07	54,399.73	-61.7%
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	(5.00)	-	-	23,352.07	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	49,088.59	-	-	461,118.09	527,859.88	-12.64%

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) (118,628.88) (159,272.62) (212,448.65)

	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
149.1
149.1
520.95
1257.67
520.95
1315.64
1146.38

67.95
745.5
78.69
745.5
67.95
745.5
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

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	4,268,708.13	76.14%
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

