

Name of County

Polk County, Minnesota

Date of Meeting

February 21, 2023, Convened at 8:00 A.M. – Adjourned at 9:14 A.M.

Board Members Present

Warren Strandell – Chair

Gary Willhite – Vice Chair

Mark Holy – Commissioner

Paula Waters – Board Member

Board Members Absence

Joan Lee – Commissioner

Cathy Gutterud – Secretary

Staff Present

Karen Warmack, Director

Randy Beggs, Fiscal Supervisor I

Betty Solie, Support Services Supervisor

Ashley Jacobson, Case Aide

Jon Street, Financial Assistance Supervisor I

Victoria Ramirez, Social Services Supervisor

Alicia Kieckbusch, Social Worker CPS

Kristina Cowen, Social Worker

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Waters, seconded by Commissioner Willhite, and adopted unanimous vote of the Board to approve the Minutes from the January 17, 2023, Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Willhite, seconded by Commissioner Holy, and adopted by unanimous vote of the Board to approve the meeting Agenda for February 21, 2023, Polk County Social Service Board Meeting.

Review of the Cases and Claims

A motion was made by Commissioner Willhite, seconded by Commissioner Strandell, and adopted by unanimous vote of the Board to approve the Cases and Claims as follows:

Admin

Medicare Part B	\$6,760.90
Administration	\$98,508.43
Employee & Board	\$1,212.56

Non-Public

Special Run 1-27-23	\$41.37
POS 1-31-23	\$66,608.70
Payroll Pay Date 2-3-23	\$350,164.06
1 st of the Month	\$17,613.30
Special Run 2-15-23	\$30.00
Payroll Pay Date 2-17-23	\$351,947.40
MA Insurance	\$14,024.41
Medical Transportation	\$13,857.50
POS ACH 2-24-23	\$1,932.02
POS 2-24-23	\$264,913.15

Warrants for Publication

Warrants Approved on 02/21/2023 for Payment 01/27/2023

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	\$41.37
Final Total:	\$41.37

Warrants for Publication

Warrants Approved on 02/21/2023 for Payment 02/10/2023

<u>Vendor Name</u>	<u>Amount</u>
Fleet Services	\$2,225.32
Greater Mankato Diversity Council	\$6,747.04
HSL Consulting	\$2,150.00
8 Payments less than 2000	\$6,490.94
Final Total:	\$17,613.30

Warrants for Publication

Warrants Approved on 02/21/2023 for Payment 02/15/2023

<u>Vendor Name</u>	<u>Amount</u>
2 Payments less than 2000	\$30.00
Final Total:	\$30.00

Warrants for Publication

Warrants Approved on 02/21/2023 for Payment 02/24/2023

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Service	\$11,100.00
Dahl Funeral Home	\$5,300.00
DHS – SWIFT	\$27,045.74
Historic Norman Funeral Home	\$2,650.00
MNCCC MI 33	\$8,452.20
Polk County, MN	\$20,467.37
Stenshoel-Houske	\$4,450.00
Verizon Wireless	\$4,624.96
34 Payments less than 2000	\$14,418.16
Final Total:	\$98,508.43

Warrants for Publication
Warrants Approved on 02/21/2023 for Payment 02/24/2023

<u>Vendor Name</u>	<u>Amount</u>
18 Payments less than 2000	\$1,212.56
Final Total:	\$1,212.56

Personnel

The Director informed the Board regarding the Probationary Appointment of Akala Knatterud, Office Support Specialist, effective March 6, 2023.

The Director informed the Board regarding the Resignation of Danelle Amiot, Eligibility Worker, effective February 24, 2023. Request for replacement was approved by County Board on February 7, 2023.

The Director informed the Board regarding the End of Trial Period of Jaime Dragon, Case Aide, effective March 1, 2023.

The Director informed the Board regarding the End of Trial Period of Ashley Jacobson, Case Aide, effective March 12, 2023.

The Director informed the Board regarding the End of Trial Period of Cody Magsam, Eligibility Worker, effective March 12, 2023.

The Director reviewed with the Board the Personnel Organizational Chart dated February 21, 2023.

Budget

The Director and Randy Beggs, Fiscal Supervisor I, reviewed with the Board the following Budget Reports:

Social Services Budget Report – January 2023.

2022 Social Services Budget Review – January 2023.

Social Services Month End Fund Balance Summary – 1999 through January 2023.

Burial Report – 2022 through January 2023.

Out-of-Home Placement Cost Expenditures Report – 2021 through January 2023.

Out of Home Placement Report – January 2023.

County Board Information

The Director reviewed the following contracts with the Board and referred them to County Board.

2023-2024 Contract with Alluma to provide crisis services.

2023-2024 Contract with Sanford Health Network North to provide crisis services.

Program Information

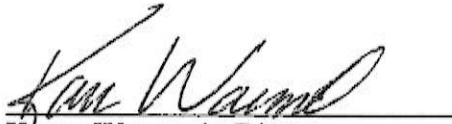
Screened in Child Protection/APS Report – January 2023.

Income Maintenance Report – January 2023.

Correspondence from DHS regarding Extra Covid Emergency SNAP benefits to end.

Jon Street, Financial Assistance Supervisor I, spoke to the Board regarding financial assistance program updates.

Victoria Ramirez, Social Services Supervisor, and Alicia Kieckbusch, Social Worker CPS, Kristina Cowen, Social Worker, spoke to the Board regarding Disabilities Services/APS updates.



Karen Warmack, Director
Polk County Social Service Center



Chairman, County Social Service Board



Attest:
Secretary, County Social Service Board