

Name of County

Polk County, Minnesota

Date of Meeting

June 15, 2021 Convened at 1:00 P.M. – Adjourned at 1:56 P.M.

Board Members Present

Gerald Jacobson – Chair  
Joan Lee – Vice Chair  
Warren Strandell, Commissioner  
Gary Willhite – Commissioner  
Mark Holy – Commissioner  
Paula Waters – Board Member

Board Members Absence

Cathy Gutterud – Secretary

Staff Present

Karen Warmack, Director  
Randy Beggs, Fiscal Supervisor I  
Betty Solie, Support Services Supervisor  
Victoria Ramirez, Social Services Supervisor  
Linda Emery, Social Worker  
Molly Paulsrud, Social Services Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Strandell, seconded by Commissioner Jacobson and adopted unanimous vote of the Board to approve the Minutes from the May 18, 2021, Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Lee seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the meeting Agenda for June 15, 2021, Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Medicare Part B	\$7,573.50
Administration	\$78,205.50
Employee & Board	\$216.79

Non-Public

Special Run	\$15.00
Payroll – Paydate 05/28/21	\$335,288.06
POS 4-30-21	\$64,211.54
Medical Transportation	\$1,582.49
Special Run	\$553.96
1 <sup>st</sup> of the Month	\$55,084.00
Payroll – Paydate 06/11/21	\$332,455.05
POS 6/18/21	\$225,995.51
MA Insurance	\$11,745.64
Medical Transportation	\$10,595.15

**Warrants for Publication**  
**Warrants Approved on 6/15/2021 for Payment 5/25/2021**

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	\$15.00
Final Total:	\$15.00

**Warrants for Publication**  
**Warrants Approved on 6/15/2021 for Payment 6/2/2021**

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	\$553.96
Final Total:	\$553.96

**Warrants for Publication**  
**Warrants Approved on 6/15/2021 for Payment 6/4/2021**

<u>Vendor Name</u>	<u>Amount</u>
Mahnomen County Human Services	\$4,061.00
Norman County Social Services	\$6,608.00
Pennington County Human Services	\$21,489.00
Red Lake County Social Service	\$5,588.00
Roseau County Social Service Center	\$16,657.00
2 Payments less than 2000	\$681.00
Final Total:	\$55,084.00

**Warrants for Publication**  
**Warrants Approved on 6/15/2021 for Payment 6/18/2021**

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Service	\$2,650.00
DHS – Maxis – 211	\$2,000.00
DHS – SWIFT	\$30,440.63
Johnson Funeral Service, Inc.	\$2,650.00
Polk County Administrator	\$16,289.94
Staples Advantage	\$3,104.97
Stenshoel-Houske	\$5,950.00
Verizon Wireless	\$4,986.26
20 Payments less than 2000	\$10,133.70
Final Total:	\$78,205.50

**Warrants for Publication**  
**Warrants Approved on 6/15/2021 for Payment 6/18/2021**

<u>Vendor Name</u>	<u>Amount</u>
7 Payments less than 2000	\$216.79
Final Total:	\$216.79

Personnel

The Director informed the Board regarding the Probationary Appointment of Riley Larson, Case Aide, effective June 7, 2021.

The Director reviewed with the Board the Personnel Organizational Chart dated June 15, 2021.

Budget

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

Social Services Budget Report – May 2021.

2021 Social Services Budget Review – May 2021.

Social Services Month End Fund Balance Summary – 1999 through May 2021.

Out-of-Home Placement Cost Expenditures Report – 2019 through May 2021.

Out-of-Home Placement Report – May 2021.

Screened in Child Protection Reports – May 2021.

Child Protection Information Report.

Adult Mental Health Placement Costs for State Operated Services – May 2021.

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – May 2021.

Burial Expense Report – 2020 through May 2021.

County Board Information

The Director informed the Board regarding the contract for Adult and Child Crisis Services with Sanford Behavioral Health Center for calendar year 2021-2022. This contract was referred to County Board.

The Director informed the Board regarding the contract for Adult Mental Health Initiative with Sanford Behavioral Health Center for calendar year 2021-2022. This contract was referred to County Board.


Other

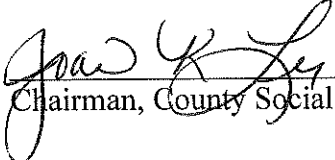
Income Maintenance Unit 2021 Active Cases by Program Report.

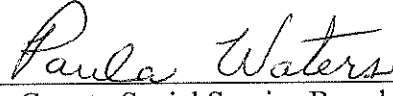
Child Support Collection & Distribution Reports – May 2021.

Victoria Ramirez, Social Services Supervisor, Linda Emery, Social Worker, spoke to the Board regarding Disability Services.

Molly Paulsrud, Social Services Supervisor, spoke to the Board regarding Chemical Dependency and Mental Health Services.

  
Karen Warmack, Director  
Polk County Social Service Center

  
Chairman, County Social Service Board

Attest:   
Secretary, County Social Service Board