

Name of County

Polk County, Minnesota

Date of Meeting

June 16, 2020 Convened at 1:30 P.M. – Adjourned at 2:40 P.M.

Board Members Present

Gary Willhite – Chair
Gerald Jacobson – Vice Chair
Joan Lee – Commissioner
Don Diedrich – Commissioner
Warren Strandell, Commissioner
Paula Waters - Secretary

Board Members Absence

Cathy Gutterud – Board Member

Staff Present

Karen Warmack, Director
Betty Solie, Support Services Supervisor
Randy Beggs, Fiscal Supervisor I
Victoria Ramirez, Social Services Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Diedrich, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the Minutes from the May 19, 2020 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Lee, seconded by Commissioner Jacobson and adopted by unanimous vote of the Board to approve the meeting Agenda for June 16, 2020 Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Medicare Part B	\$8,531.40
Administration	\$99,771.72
Employee and Board	\$527.21

Non Public

POS 05/29/20	\$86,084.67
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1 st of the Month	\$2,526.75
Payroll – Paydate 6/12/20	\$306,703.14
POS 6/19/20	\$308,491.16
MA Insurance	\$3,932.42
Medical Transportation	\$2,038.10

Warrants for Publication

Warrants Approved on 6/16/2020 for Payment 6/5/2020

<u>Vendor Name</u>	<u>Amount</u>
Admin Payment	\$2,526.75
Final Total:	\$2,526.75

Warrants for Publication

Warrants Approved on 6/16/2020 for Payment 6/19/2020

<u>Vendor Name</u>	<u>Amount</u>
DHS Swift	\$26,715.02
Fleet Services	\$5,311.93
Polk County Administrator	\$31,725.50
Polk County IS Department	\$18,979.50
Admin Payment	\$2,100.00
Verizon Wireless	\$4,887.54
22 Payments less than 2000	\$10,052.23
Final Total:	\$99,771.72

Warrants for Publication

Warrants Approved on 6/16/2020 for Payment 6/19/2020

<u>Vendor Name</u>	<u>Amount</u>
13 Payments less than 2000	\$527.21
Final Total:	\$527.21

Personnel

The Director informed the Board regarding the Resignation of Pamela Columbus, Eligibility Worker, effective May 18, 2020.

The Director informed the Board regarding the Resignation of Justin Morken, Eligibility Worker, effective June 12, 2020.

The Director informed the Board regarding the Resignation of Connie Wood, Office Support Specialist, effective June 26, 2020.

The Director reviewed with the Board the Personnel Organizational Chart dated June 16, 2020.

Budget

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

Social Services Budget Review Report for both Income Maintenance and Social Services – May 2020.

Social Services Month End Fund Balance Summary – 1999 through May 2020.

Out-of-Home Placement Cost Expenditures Report – 2018 through May 2020.

Out-of-Home Placement Report – May 2020.

Screened in Child Protection Reports – May 2020.

Child Protection Information for May 2020.

Adult Mental Health Placement Costs for State Operated Services – May 2020.

Adult Mental Health Commitments Report – May 2020.

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – May 2020.

Burial Expense Report – 2019 through May 2020.

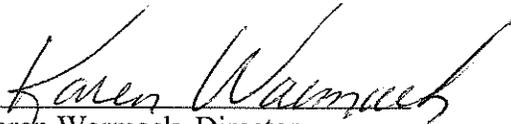
Other

Income Maintenance Unit 2020 Active Cases by Program Report.

Child Support Collection & Distribution Reports – May 2020.

The Director updated the Board regarding Social Services is operating under the Governors peacetime emergency order and at this time can make sure the client's needs are being met. The Social Services doors will remain closed to the public.

Victoria Ramirez, Social Services Supervisor, spoke to the Board regarding Adult Services and shared program information with them.


Karen Warmack, Director
Polk County Social Service Center


Chairman, County Social Service Board

Attest: 
Secretary, County Social Service Board