

Name of County

Polk County, Minnesota

Date of Meeting

August 17, 2021, Convened at 8:00 A.M. – Adjourned at 9:14 A.M.

Board Members Present

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

Staff Present

Karen Warmack, Director
Randy Beggs, Fiscal Supervisor I
Betty Solie, Support Services Supervisor
Melissa Hesby, Child Support Supervisor
Victoria Ramirez, Social Services Supervisor
Chelsey Shykes-Folkert, Social Worker
Daphne Johnson, Social Worker
Alicia Kieckbusch, Social Worker

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Gutterud, seconded by Board Member Waters and adopted unanimous vote of the Board to approve the Minutes from the July 20, 2021, Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Jacobson, seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the meeting Agenda for August 17, 2021, Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Medicare Part B	\$6,831.00
Administration	\$310,080.69
Employee & Board	\$314.71

Non-Public

POS 7-30-21	\$46,461.30
Payroll – Paydate 8-6-21	\$338,221.38
1 st of the Month	\$6,006.19
POS 8-20-21	\$478,621.36
MA Insurance	\$14,534.87
Medical Transportation	\$13,310.32
Payroll – Paydate 8-20-21	\$339,745.96

Warrants for Publication

Warrants Approved on 8/17/2021 for Payment 8/06/2021

<u>Vendor Name</u>	<u>Amount</u>
Fleet Services	\$5,783.16
1 Payments less than 2000	\$223.03
Final Total:	\$6,006.19

Warrants for Publication

Warrants Approved on 8/17/2021 for Payment 8/20/2021

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Service	\$8,262.50
DHS – SWIFT	\$263,991.00
Fredrikson-Ganje Funeral Homes	\$2,650.00
Polk County Administrator	\$18,361.04
Verizon Wireless	\$4,842.44
25 Payments less than 2000	\$11,973.71
Final Total:	\$310,080.69

Warrants for Publication

Warrants Approved on 8/17/2021 for Payment 8/20/2021

<u>Vendor Name</u>	<u>Amount</u>
7 Payments less than 2000	\$314.71
Final Total:	\$314.71

Personnel

The Director informed the Board regarding the Resignation/Retirement of Cheryl Smart, Social Services Supervisor, effective September 30, 2021. Request for replacement was referred to County Board.

The Director informed the Board of the end of Probationary appointment of Jaime Dragon, Eligibility Worker, effective August 31, 2021.

The Director informed the Board of the end of Probationary appointment of Ashley Glass, Social Worker CPS, effective September 9, 2021.

The Director informed the Board of the end of Probationary appointment of Danielle Mulcahy, Eligibility Worker, effective August 31, 2021.

The Director informed the Board of the end of Probationary appointment of Rebecca Schommer, Office Support Specialist, Office Support Specialist, effective August 22, 2021.

The Director informed the Board of the end of Probationary appointment of Daniel Strandquist, Social Worker CPS, effective September 9, 2021.

The Director presented to the Board regarding a request/proposal for a new Social Worker CPS position to coordinate the Department of Human Services STAY program to Region I counties and provide children's mental health and child welfare case management services to Polk County children and families. The Social Worker CPS request/proposal was referred to County Board.

The Director reviewed with the Board the Personnel Organizational Chart dated August 17, 2021.

Budget

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

Social Services Budget Report – July 2021.

2021 Social Services Budget Review – July 2021.

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

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

Out-of-Home Placement Report – July 2021.

Child Protection Opioid Epidemic Response Report.

Family First Prevention Services Act (FFPSA) Information.

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

The Director informed the Board regarding Substance Use Disorder (SUD) Maintenance of Effort (MOE) County Receivables.

Language Line Report 2018 through June 2021.

County Board Information

The Director informed the Board regarding the amendment to Department of Human Services, Children Mental Health Respite Care contract. The Amendment was referred to County Board.

The Director informed the Board regarding the Resolution for Tri-Valley Opportunity Council, Inc. to administer family homeless prevention and assistance project. The Resolution was referred to County Board.

Other

Screened in Child Protection Reports – July 2021.

Licensing Stats Reports - August 2021.

Income Maintenance Unit 2021 Active Cases by Program Report.

Child Support Collection & Distribution Reports – July 2021.

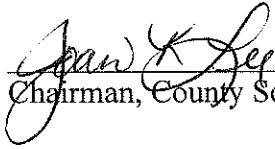
5 Year Comparison Total Child Support Collections Report.

Melissa Hesby, Child Support Supervisor, and Erika Omdahl, Child Support Officer, shared information with the Board regarding Child Support program updates. August is Child Support Awareness Month.

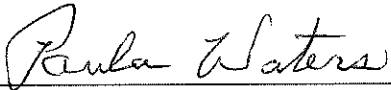
Victoria Ramirez, Social Services Supervisor, Daphne Johnson, Social Worker, Chelsey Shykes-Folkert, Social Worker, and Alicia Kieckbusch, Social Worker, CPS, shared information with the Board regarding the MAARC Reports and Allegations Report.



Karen Warmack, Director
Polk County Social Service Center



Chairman, County Social Service Board

Attest: 

Secretary, County Social Service Board