

Name of County

Polk County, Minnesota

Date of Meeting

August 18, 2020 Convened at 8:02 A.M. – Adjourned at 9:13 A.M.

Board Members Present

Gerald Jacobson – Chair

Joan Lee – Vice Chair

Gary Willhite – Commissioner

Don Diedrich – Commissioner

Warren Strandell, Commissioner

Cathy Gutterud – Secretary

Paula Waters – Board Member

Staff Present

Karen Warmack, Director

Betty Solie, Support Services Supervisor

Randy Beggs, Fiscal Supervisor I

Melissa Hesby, Child Support Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Lee, seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the Minutes from the July 21, 2020 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Diedrich, seconded by Board Member Waters and adopted by unanimous vote of the Board to approve the meeting Agenda for August 18, 2020 Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Administration	\$76,241.95
Employee and Board	\$743.06
Medicare Part B	\$7,519.20

Non Public

Special Run 7-27-20	\$75.00
POS 7/31/20	\$276,074.19
Medical Transportation	\$291.72
Payroll – Paydate 8/7/20	\$305,390.47

1 st of the Month	\$42,500.18
Medical Transportation 8/13/20	\$78.66
POS 8/21/20	\$214,287.57
MA Insurance	\$7,340.39
Medical Transportation	\$9,100.60
Collaborative	\$28,057.00

Warrants for Publication
Warrants Approved on 8/18/2020 for Payment 7/27/2020

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	\$75.00
Final Total:	\$75.00

Warrants for Publication
Warrants Approved on 8/18/2020 for Payment 8/7/2020

<u>Vendor Name</u>	<u>Amount</u>
Fleet Services	\$4,721.53
GrandStay Perham	\$2,528.30
Polk County Social Services	\$26,807.00
17 Payments less than 2000	\$8,443.35
Final Total:	\$42,500.18

Warrants for Publication
Warrants Approved on 8/18/2020 for Payment 8/21/2020

<u>Vendor Name</u>	<u>Amount</u>
DHS Swift	\$41,656.89
Polk County Administrator	\$22,381.17
Verizon Wireless	\$4,917.73
26 Payments less than 2000	\$7,286.16
Final Total:	\$76,241.95

Warrants for Publication
Warrants Approved on 8/18/2020 for Payment 8/21/2020

<u>Vendor Name</u>	<u>Amount</u>
Polk County Social Services	\$26,807.00
1 Payments less than 2000	\$1,250.00
Final Total:	\$28,057.00

Warrants for Publication
Warrants Approved on 8/18/2020 for Payment 8/21/2020

<u>Vendor Name</u>	<u>Amount</u>
12 Payments less than 2000	\$743.06
Final Total:	\$743.06

Personnel

The Director informed the Board regarding the Resignation of Valerie Bower, Family Based Services Provider, effective August 14, 2020. Request for replacement was approved at County Board on July 28, 2020.

The Director reviewed with the Board the Personnel Organizational Chart dated August 18, 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 –July 2020.

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

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

Out-of-Home Placement Report – July 2020.

Screened in Child Protection Reports – July 2020.

Child Protection Information for July 2020.

Source of CP Reports in June and July 2020 Report.

Intake Data – Intake for 2019 and 2020 Report.

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

Adult Mental Health Commitments Report – July 2020.

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – July 2020.

Burial Expense Report – 2019 through July 2020.

General Business

The Director and Randy Beggs, Fiscal Supervisor I, shared with the Board regarding Caseworks – Accounting Electronic Document Management System Planning and Budget Document. Discussion was held amongst the Board.

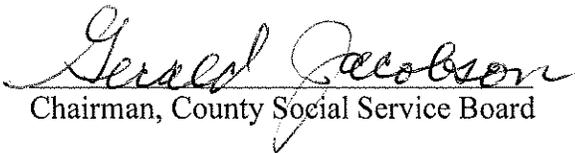
Other

Income Maintenance Unit 2020 Active Cases by Program Report.

Child Support Collection & Distribution Reports – July 2020.

Melissa Hesby, Child Support Supervisor, shared information with the Board regarding Child Support program. August is Child Support awareness month.


Karen Warmack, Director
Polk County Social Service Center


Chairman, County Social Service Board

Attest: 
Secretary, County Social Service Board