

Name of County

Polk County, Minnesota

Date of Meeting

May 21, 2019 Convened at 8:30 A.M. – Adjourned at 9:47 A.M.

Board Members Present

Warren Strandell, Chair

Gary Willhite – Vice Chair

Don Diedrich – Commissioner

Joan Lee – Commissioner

Gerald Jacobson – Commissioner

Paula Waters - Board Member

Cathy Gutterud - Secretary

Staff Present

Peter Sedgeman, Director

Betty Solie, Support Services Supervisor

Karen Warmack, Social Services Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Diedrich, seconded by Board Member Waters and adopted by unanimous vote of the Board to approve the Minutes from the April 16, 2019 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Jacobson, seconded by Commissioner Lee and adopted by unanimous vote of the Board to approve the meeting Agenda for May 21, 2019 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 by the Board to approve Cases and Claims as follows:

Admin

Employee and Board	\$4,930.85
Administration	\$71,298.09
Medicare Part B	\$8,265.50

Non Public

POS 3-29-19	\$135,454.78
Payroll – Paydate 5-3-19	\$254,033.14
1 st of Month	\$14,383.64
Payroll – Paydate 5-17-19	\$313,337.26
POS 5-24-19	\$455,665.00

Medical Transportation	\$14,625.49
MA Insurance	\$6,934.32

Warrants for Publication
Warrants Approved on 05/21/2019 for Payment 05/24/2019

<u>Vendor Name</u>	<u>Amount</u>
MAK Consulting LLC	\$4,331.04
Minnesota Dept of Administration	\$5,376.20
14 Payments less than 2000	\$4,676.40
Final Total:	\$14,383.64

Warrants for Publication
Warrants Approved on 05/21/2019 for Payment 05/24/2019

<u>Vendor Name</u>	<u>Amount</u>
Career Force –Willmar	\$19,070.92
Cease Family – Funeral Homes	\$2,777.50
DHS – Swift	\$18,708.74
Gregory J Norman Funeral Chapel	\$2,650.00
Kelly Temporary Services	\$3,739.06
Polk County Administrator	\$6,215.10
Verizon Wireless	\$2,280.98
Wex Bank	\$2,091.62
42 Payments less than 2000	\$13,764.17
Final Total:	\$71,298.09

Warrants for Publication
Warrants Approved on 06/18/2019 for Payment 05/24/2019

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

Warrants for Publication
Warrants Approved on 05/21/2019 for Payment 05/24/2019

<u>Vendor Name</u>	<u>Amount</u>
45 Payments less than 2000	\$4,930.85
Final Total:	\$4,930.85

Personnel

The Director informed the Board regarding the status change for Hana Mohamoud from Eligibility Worker Trainee to Probationary Appointment, Eligibility Worker, effective May 1, 2019.

The Director informed the Board regarding the Resignation of Sarahbeth Ring, Social Worker CPS, effective May 10, 2019. Request for replacement was referred to County Board.

The Director reviewed with the Board the current open positions.

The Director reviewed with the Board the Personnel Organizational Chart dated May 21, 2019.

Budget

The Director reviewed with the Board the following Budget Reports:

Social Services Budget Review Report for Income Maintenance – April 2019.

Social Services Budget Review Report for Social Services – April 2019.

Social Services Budget Review Report for both Income Maintenance and Social Services – April 2019.

Social Services Month End Balance Summary – 2009 through April 2019.

Out-of-Home Placement Cost Expenditures Report – 2017 through April 2019.

Out-of-Home Placement Report – April 2019.

Screened in Child Protection Reports – April 2019.

Adult Mental Health Placement Costs for State Operated Services – April 2019.

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – April 2019.

Burial Expense Report – 2009 through April 2019.

Other

Income Maintenance Caseload Report – May 2018 through April 2019.

Child Support Collection & Distribution Reports – April 2019.

Karen Warmack, Social Services Supervisor shared information with the Board regarding Children's Mental Health, Child Welfare, Adult Mental Health and Chemical Dependency. May is Mental Health awareness month.

Peter W. Sedgeman

Peter Sedgeman, Director
Polk County Social Service Center

Wen Handled

Chairman, County Social Service Board

Attest: *Cathy Guttero*
Secretary, County Social Service Board