

Name of County

Polk County, Minnesota

Date of Meeting

June 18, 2019 Convened at 1:00 P.M. – Adjourned at 2:30 P.M.

Board Members Present

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

Absence Board Member

Don Diedrich – Commissioner

Staff Present

Peter Sedgeman, Director
Betty Solie, Support Services Supervisor
Jon Street, Financial Assistance Supervisor I

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Jacobson, seconded by Board Member Gutterud and adopted by unanimous vote of the Board to approve the Minutes from the May 21, 2019 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Lee, seconded by Board Member Waters and adopted by unanimous vote of the Board to approve the meeting Agenda for June 18, 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

Administration	\$36,369.07
Medicare Part B	\$8,130.00
Employee & Board	\$4,377.80

Non Public

Special Run	\$15.00
Payroll – Pay date 5-31-19	\$308,406.01
POS 5-31-19	\$42,772.16

1 st of Month	\$6,370.13
Payroll – Pay date 6-14-19	\$31,840.22
POS 6-21-19	\$273,443.91
Medical Transportation	\$14,992.24
MA Insurance	\$10,022.59

Warrants for Publication

Warrants Approved on 06/18/2019 for Payment 06/07/2019

<u>Vendor Name</u>	<u>Amount</u>
Polk County Administrator	\$4,470.00
3 Payments less than 2000	\$1,500.13
Final Total:	\$6,370.13

Warrants for Publication

Warrants Approved on 06/18/2019 for Payment 06/21/2019

<u>Vendor Name</u>	<u>Amount</u>
Boulger Funeral Home	\$2,650.00
DHS – Swift	\$8,023.00
Kelly Temporary Services	\$2,922.92
Minnesota Dept of Administration	\$3,350.37
Northwestern Mental Health	\$3,482.00
Polk County Administrator	\$2,944.56
Verizon Wireless	\$2,280.00
Wex Bank	\$2,483.86
23 Payments less than 2000	\$8,231.49
Final Total:	\$36,369.07

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 06/18/2019 for Payment 06/21/2019

<u>Vendor Name</u>	<u>Amount</u>
39 Payments less than 2000	\$4,377.80
Final Total:	\$4,377.80

Personnel

The Director informed the Board regarding the Probationary Appointment of Kevin Shibata, Social Worker CPS, effective June 17, 2019.

The Director informed the Board regarding the Probationary Appointment of Taylor Tegg, Social Worker CPS, effective June 17, 2019.

The Director informed the Board regarding the Probationary Appointment of Tahtina Martinez, Social Worker CPS, effective June 17, 2019.

The Director informed the Board regarding the Probationary Appointment of Megan Wilmer, Social Worker CPS, effective June 24, 2019.

The Director informed the Board regarding the Resignation of Angela Zak, Social Worker, effective June 27, 2019. Request for replacement was referred to County Board.

The Director informed the Board regarding the Resignation of Rachelle Haga, Social Worker CPS, effective July 5, 2019. Request for replacement was referred to County Board.

The Director informed the Board of the end of Probationary appointment of Kailey Mykleseth, Social Worker, effective June 18, 2019.

The Director reviewed with the Board the current open positions.

The Director reviewed with the Board the Personnel Organizational Chart dated June 18, 2019.

Budget

The Director reviewed with the Board the following Budget Reports:

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

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

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

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

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

Out-of-Home Placement Report – May 2019.

Screened in Child Protection Reports – May 2019.

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

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – May 2019.

Burial Expense Report – 2009 through May 2019.

Other

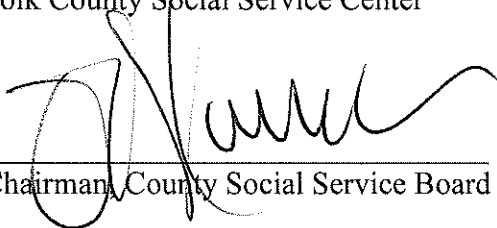
Income Maintenance Caseload Report – June 2018 through May 2019.

Child Support Collection & Distribution Reports – May 2019.


Jon Street, Financial Assistance Supervisor I, spoke to the Board regarding Health Care Updates and shared program information. Jon and the Director sought approval to move forward working with the local funeral directors to amend the current county burial policy. After those discussions have taken place, a plan will be presented to the board for approval.



Karen Warmack, Interim Director
Polk County Social Service Center



Chairman, County Social Service Board

Attest: 
Secretary, County Social Service Board