

Name of County

Polk County, Minnesota

Date of Meeting

September 17, 2019 Convened at 8:00 A.M. – Adjourned at 9:36 A.M.

Board Members Present

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

Board Members Absence

Gary Willhite – Chair

Staff Present

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

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Strandell, seconded by Board Member Gutterud and adopted by unanimous vote of the Board to approve the Minutes from the August 20, 2019 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Lee, seconded by Commissioner Diedrich and adopted by unanimous vote of the Board to approve the meeting Agenda for September 17, 2019 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 by the Board to approve Cases and Claims as follows:

Admin

Medicare Part B	\$5,555.50
Administrative	\$371,163.40
Employee & Board	\$5,489.06

Non Public

POS 8/30/19	\$44,548.66
Payroll – Paydate 9/6/19	\$326,926.78
POS 9/4/19	\$1,764.13

1 st of the Month	\$109,557.87
POS 9/20/19	\$145,950.52
MA Insurance	\$7,966.81
Medical Transportation	\$12,992.61
Payroll – Paydate 9/20/19	\$315,228.51

Warrants for Publication

Warrants Approved on 09/17/2019 for Payment 09/06/2019

<u>Vendor Name</u>	<u>Amount</u>
Pennington County Human Services	\$55,049.00
Roseau County Social Service Center	\$48,989.00
10 Payments less than 2000	\$5,519.87
Final Total:	\$109,557.87

Warrants for Publication

Warrants Approved on 09/17/2019 for Payment 09/20/2019

<u>Vendor Name</u>	<u>Amount</u>
DHS – Swift	\$4,982.25
Kustom Kollision LLC	\$2,967.54
Minnesota Dept of Administration	\$3,074.94
Polk County Administrator	\$338,829.69
Polk County IS Department	\$3,297.82
Stenshoel-Houske	\$5,300.00
Verizon Wireless	\$2,404.18
WEX Bank	\$2,500.57
23 Payments less than 2000	\$7,806.41
Final Total:	\$371,163.40

Warrants for Publication

Warrants Approved on 09/17/2019 for Payment 09/20/2019

<u>Vendor Name</u>	<u>Amount</u>
46 Payments less than 2000	\$5,489.06
Final Total:	\$5,489.06

Personnel

The Director informed the Board regarding the Probationary Appointment of Desirae Simmons, Eligibility Worker, effective October 21, 2019.

The Director informed the Board regarding the Probationary Appointment of Cheryl Smart, Social Services Supervisor, effective September 30, 2019.

The Director informed the Board of the end of Probationary appointment of Karli Wilson, Social Worker, effective September 5, 2019.

The Director reviewed with the Board the current open positions.

The Director reviewed with the Board the Personnel Organizational Chart dated September 17, 2019.

Budget

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

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

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

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

Social Services Month End Fund Balance Summary – 2009 through August 2019.

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

Out-of-Home Placement Report – August 2019.

Screened in Child Protection Reports – August 2019.

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

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – August 2019.

Burial Expense Report – 2018 through August 2019.

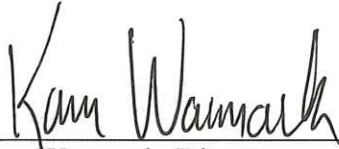
Other

Income Maintenance Caseload Report – September 2018 through August 2019.

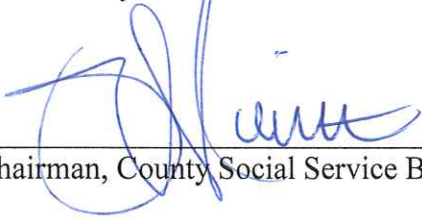
Child Support Collection & Distribution Reports – August 2019.

The Director shared correspondence from DHS dated September 30, 2019 regarding DHS has notified Responders to the Request for Proposals (RFPs) for the 2020 Families and Children and Seniors contracts that the State is cancelling those RFPs.

The Director and Randy Beggs, Fiscal Supervisor, presented to the Board the 2020 Proposed Budget for Social Services.



Karen Warmack, Director
Polk County Social Service Center



Chairman, County Social Service Board

Attest: Paula Waters
Secretary, County Social Service Board