

Name of County

Polk County, Minnesota

Date of Meeting

January 18, 2022, Convened at 8:00 A.M. – Adjourned at 8:56 A.M.

Board Members Present

Joan Lee – Chair

Warren Strandell – Vice Chair

Gary Willhite – Commissioner

Paula Waters – Secretary

Cathy Gutterud – Board Member

Board Members Absence

Gerald Jacobson – Commissioner

Mark Holy – Commissioner

Staff Present

Karen Warmack, Director

Randy Beggs, Fiscal Supervisor I

Melissa Hesby, Child Support Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Waters, seconded by Commissioner Strandell and adopted unanimous vote of the Board to approve the Minutes from the December 21, 2021, 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 January 18, 2022, Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Administration \$32,770.36

Employee & Board \$721.59

Medicare Part B \$6,696.00

Non-Public

POS 12-29-21 \$302,719.68

Special Run – Year End \$72,201.76

Payroll – Paydate 1-7-22 \$348,268.60

1 st of the Month	\$101,641.02
POS 1-21-22	\$148,085.60
MA Insurance	\$9,322.86
Medical Transportation	\$4,762.54
Payroll – Paydate 1-21-22	\$346,911.93

Warrants for Publication

Warrants Approved on 1/18/2022 for Payment 12/30/2021

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Service	\$5,300.00
Fleet Services	\$5,320.44
Polk County Administrator	\$60,799.18
2 Payments less than 2000	\$782.14
Final Total:	\$72,201.76

Warrants for Publication

Warrants Approved on 1/18/2022 for Payment 1/07/2022

<u>Vendor Name</u>	<u>Amount</u>
Assoc of Minnesota Counties	\$3,097.00
Next Chapter Technology, Inc.	\$95,653.00
3 Payments less than 2000	\$2,891.02
Final Total:	\$101,641.02

Warrants for Publication

Warrants Approved on 1/18/2022 for Payment 1/21/2022

<u>Vendor Name</u>	<u>Amount</u>
MCCC MI 33	\$7,670.71
Polk County Administrator	\$14,923.89
Verizon Wireless	\$5,008.06
13 Payments less than 2000	\$5,167.70
Final Total:	\$32,770.36

Warrants for Publication

Warrants Approved on 1/18/2022 for Payment 1/21/2022

<u>Vendor Name</u>	<u>Amount</u>
12 Payments less than 2000	\$721.59
Final Total:	\$721.59

Personnel

The Director informed the Board regarding the Retirement of Linda Williams, Eligibility Worker, effective February 3, 2022. Request for replacement was approved by County Board on January 4, 2022.

The Director reviewed with the Board the Personnel Organizational Chart dated January 18, 2022.

Budget

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

Social Services Budget Report – December 2021.

2021 Social Services Budget Review – December 2021.

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

Burial Expense Report – 2020 through December 2021.

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

Out-of-Home Placement Report – December 2021.

Screened in Child Protection Report – December 2021.

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

Adult Mental Health Commitments Report – December 2021.

County Board Information

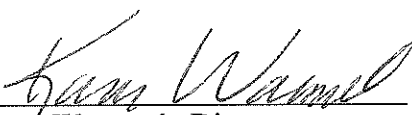
Agreement with Polk County Collaborative to provide supportive services for Polk County and families for calendar year 2022. Referred to County Board.

Contract with HSL Consulting, LLC. to provide clinical supervision for calendar year 2022. Referred to County Board.

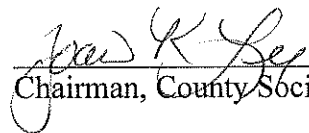
Other

Income Maintenance Unit 2021 Active Cases by Program Report.

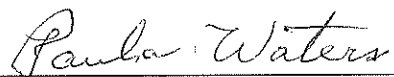
Child Support Report for December 2021.



Karen Warmack, Director
Polk County Social Service Center



Joan K. Lee
Chairman, County Social Service Board

Attest: 

Paula Waters
Secretary, County Social Service Board