

Name of County

Polk County, Minnesota

Date of Meeting

January 19, 2021 Convened at 8:03 A.M. – Adjourned at 8:58 A.M.

Board Members Present

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

Board Members Absence

Gary Willhite – Commissioner
Mark Holy – Commissioner

Staff Present

Randy Beggs, Fiscal Supervisor I
Betty Solie, Support Services Supervisor
Jon Street, Financial Assistance Supervisor I
Cheryl Smart, Social Services Supervisor
Victoria Ramirez, Social Services Supervisor
Denise Zier, Social Worker CPS
Marna Kelly, Social Worker CPS

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Commissioner Strandell, seconded by Board Member Gutterud and adopted unanimous vote of the Board to approve the Minutes from the December 15, 2020 Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Lee, seconded by Commissioner Strandell and adopted by unanimous vote of the Board to approve the meeting Agenda for January 19, 2021 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

Medicare Part B	\$7,425.00
Administration	\$212,914.41
Employee & Board	\$406.02

Non Public

Payroll – Paydate 12/24/20	\$320,431.86
Special Run (Year End)	\$89,834.68
Employee 2	\$479.85
POS 12/30/20	\$438,766.77
Payroll – Paydate 1/08/21	\$352,901.82
1 st of the Month	\$56,574.94
Special Run 1-15-21	\$30.00
POS 1/22/21	\$187,804.40
MA Insurance	\$11,949.38
Medical Transportation	\$10,443.24

Warrants for Publication

Warrants Approved on 1/19/2021 for Payment 12/30/2020

<u>Vendor Name</u>	<u>Amount</u>
Amundson Funeral Home	\$3,100.00
Carlin Family Funeral Service	\$2,650.00
Dahl Funeral Home	\$2,650.00
Fleet Services	\$5,929.96
Fredrikson-Ganje Funeral Home	\$2,650.00
Mahnomen County Human Services	\$4,394.00
Marshall County Social Services	\$6,557.00
Norman County Social Services	\$8,775.00
Pennington County Human Services	\$5,147.00
Polk County Administrator	\$10,751.00
Red Lake County Social Service	\$8,295.00
Roseau County Social Service Center	\$9,055.00
Stenshoel-Houske	\$16,500.00
3 Payments less than 2000	\$3,380.72
Final Total:	\$89,834.68

Warrants for Publication

Warrants Approved on 1/19/2021 for Payment 12/31/2020

<u>Vendor Name</u>	<u>Amount</u>
1 Payments less than 2000	\$479.85
Final Total:	\$479.85

Warrants for Publication

Warrants Approved on 1/19/2021 for Payment 1/8/2021

<u>Vendor Name</u>	<u>Amount</u>
Assoc. of Minnesota Counties	\$3,081.00
Pennington County Human Services	\$7,741.86
Polk County IS Department	\$19,410.31
Roseau County Social Service Center	\$25,198.26
2 Payments less than 2000	\$1,143.51
Final Total:	\$56,574.94

Warrants for Publication
Warrants Approved on 1/19/2021 for Payment 1/15/2021

<u>Vendor Name</u>	<u>Amount</u>
2 Payments less than 2000	\$30.00
Final Total:	\$30.00

Warrants for Publication
Warrants Approved on 1/19/2021 for Payment 1/22/2021

<u>Vendor Name</u>	<u>Amount</u>
Cease Family Funeral Homes	\$2,650.00
DHS – SWIFT	\$62,551.10
Language Line Services	\$2,138.56
Next Chapter Technology, Inc.	\$114,091.00
Polk County Administrator	\$14,172.96
Polk County IS Department	\$4,180.32
Verizon Wireless	\$4,949.13
23 Payments less than 2000	\$8,181.34
Final Total:	\$212,914.41

Warrants for Publication
Warrants Approved on 1/19/2021 for Payment 1/22/2021

<u>Vendor Name</u>	<u>Amount</u>
9 Payments less than 2000	\$406.02
Final Total:	\$406.02

Personnel

Randy Beggs, Fiscal Supervisor I, informed the Board regarding the Probationary Appointment of Anisa Holwerda, Family Based Services Provider, effective February 2, 2021.

Randy Beggs, Fiscal Supervisor I, informed the Board regarding the Probationary Appointment of Jill Schulz, Family Based Services Provider, effective February 8, 2021.

Randy Beggs, Fiscal Supervisor I, reviewed with the Board the Personnel Organizational Chart dated January 19, 2021.

Budget

Randy Beggs, Fiscal Supervisor I, Cheryl Smart, Social Services Supervisor, and Jon Street, Financial Assistance Supervisor I, reviewed with the Board the following Budget Reports:

Social Services Budget Review Report for both Income Maintenance and Social Services – December 2020.

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

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

Out-of-Home Placement Report – December 2020.

Screened in Child Protection Reports – December 2020.

Child Protection Information Report.

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

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – December 2020.

Burial Expense Report – 2019 through December 2020.

Purchase of Services

Randy Beggs, Fiscal Supervisor I, informed the Board regarding the agreement with Polk County Collaborative Care Grant for calendar year 2021. Referred to County Board.

Other

Income Maintenance Unit 2021 Active Cases by Program Report.

Child Support Collection & Distribution Reports – December 2020.

Victoria Ramirez, Social Services Supervisor, Denise Zier, Social Worker CPS, and Marna Kelly, Social Worker CPS, spoke to the Board regarding Children's Developmental Disabilities programs.

Karen Warmack
Karen Warmack, Director
Polk County Social Service Center

Gerald Jacobson
Chairman, County Social Service Board

Attest: Cathy Lutter
Secretary, County Social Service Board