

Name of County

Polk County, Minnesota

Date of Meeting

February 16, 2021 Convened at 8:00 A.M. – Adjourned at 9:05 A.M.

Board Members Present

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

Board Members Absence

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
Molly Paulsrud, Social Services Supervisor
Melissa Hesby, Child Support Supervisor
Brittney Palm, Social Worker
Annabelle Narlock, Social Worker

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Gutterud, seconded by Commissioner Willhite and adopted unanimous vote of the Board to approve the Minutes from the January 19, 2021 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 February 16, 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	\$5,193.60
Administration	\$242,271.20
Employee & Board	\$534.89

Non Public

Medical Transportation	\$800.56
Payroll – Paydate 01/22/21	\$337,537.67
Special Run 01/27/21	\$15.00
POS 01/29/21	\$24,911.15
Payroll – Paydate 02/05/21	\$331,410.60
1 st of the Month	\$22,365.13
POS 2/19/21	\$206,618.31
MA Insurance	\$9,300.73
Medical Transportation	\$7,188.16
Payroll – Paydate 02/19/21	\$333,022.82

Warrants for Publication

Warrants Approved on 2/16/2021 for Payment 1/27/2021

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

Warrants for Publication

Warrants Approved on 2/16/2021 for Payment 2/5/2021

<u>Vendor Name</u>	<u>Amount</u>
Bremer Financial Services	\$2,604.00
Fleet Services	\$5,816.31
MCCC MI 33	\$5,597.00
Norman County Social Services	\$2,094.00
11 Payments less than 2000	\$6,253.82
Final Total:	\$22,365.13

Warrants for Publication

Warrants Approved on 2/16/2021 for Payment 2/19/2021

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Service	\$5,300.00
Dahl Funeral Home	\$5,300.00
DHS – SWIFT	\$196,348.19
Frandsen Bank	\$2,389.58
Liberty Business Systems	\$4,513.50
Polk County Administrator	\$14,644.44
Verizon Wireless	\$5,470.76
24 Payments less than 2000	\$8,304.73
Final Total:	\$242,271.20

Warrants for Publication

Warrants Approved on 2/16/2021 for Payment 2/19/2021

<u>Vendor Name</u>	<u>Amount</u>
8 Payments less than 2000	\$534.89
Final Total:	\$534.89

Personnel

The Director informed the Board regarding the Probationary Appointment of Rebecca Schommer, Office Support Specialist, effective February 22, 2021.

The Director reviewed with the Board the Personnel Organizational Chart dated February 16, 2021.

Budget

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

Social Services Budget Report – January 2021.

2021 Social Services Budget Review – January 2021.

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

Out-of-Home Placement Cost Expenditures Report – 2018 through January 2021.

Out-of-Home Placement Report – January 2021.

Screened in Child Protection Reports – January 2021.

Child Protection Information Report.

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

Consolidated Chemical Dependency Treatment Fund Report.

MA Recoveries/Estate Recoveries – January 2021.

Burial Expense Report – 2020 through January 2021.

County Board Information

The Director shared with the Board regarding the Human Trafficking Investigators Task Force Memorandum of Understanding. Referred to County Board.

The Director informed the Board regarding the Letter of Support for NW Mental Health Center Substance Use Program. Referred to County Board.

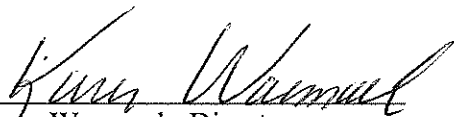
Other


Income Maintenance Unit 2021 Active Cases by Program Report.


Child Support Collection & Distribution Reports – January 2021.

Melissa Hesby, Child Support Supervisor, spoke to the Board regarding stimulus payments and the impact this has had on Child Support.

Molly Paulsrud, Social Services Supervisor, Brittney Palm, Social Worker, and Annabelle Narlock, Social Worker, spoke to the Board regarding Child Foster Care/Child Care Licensing program.


Karen Warmack, Director
Polk County Social Service Center


Chairman, County Social Service Board

Attest: 
Secretary, County Social Service Board