

Name of County

Polk County, Minnesota

Date of Meeting

May 17, 2022, Convened at 8:00 A.M. – Adjourned at 9:25 A.M.

Board Members Present

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

Staff Present

Karen Warmack, Director
Randy Beggs, Fiscal Supervisor I
Betty Solie, Support Services Supervisor
Molly Paulsrud, Social Services Supervisor
Megan Starr, Social Services Supervisor
Beth Greenwood, Family Based Services Provider
Amber Alexander, Family Based Services Provider

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Gutterud, seconded by Commissioner Holy and adopted unanimous vote of the Board to approve the Minutes from the April 19, 2022, Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Jacobson, seconded by Commissioner Holy and adopted by unanimous vote of the Board to approve the meeting Agenda for May 17, 2022, Polk County Social Service Board Meeting.

Review of the Cases and Claims

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

Admin

Medicare Part B	\$1,360.80
Administration	\$50,312.06
Employee & Board	\$1,304.80
Medicare Part B	\$6,974.10

Non-Public

Payroll – Pay Date 04-29-22	\$341,207.86
POS 4-29-22	\$351,388.02
1 st of the Month	\$27,978.76
Payroll – Pay Date 5-13-22	\$343,008.93
Special Run	\$60.00
POS 5-20-22	\$207,026.19
MA Insurance	\$20,154.07
Medical Transportation	\$15,963.59

Warrants for Publication

Warrants Approved on 5/17/2022 for Payment 5/6/2022

<u>Vendor Name</u>	<u>Amount</u>
Fleet Services	\$5,320.44
Kittson County Social Services	\$3,650.00
Mahnomen County Human Services	\$5,434.00
Marshall County Social Services	\$3,976.00
Norman County Social Services	\$3,434.00
Roseau County Social Service Center	\$5,492.00
4 Payments less than 2000	\$672.32
Final Total:	\$27,978.76

Warrants for Publication

Warrants Approved on 5/17/2022 for Payment 5/20/2022

<u>Vendor Name</u>	<u>Amount</u>
DHS – SWIFT	\$8,003.00
Polk County Administrator	\$22,356.45
Stenshoel-Houske	\$2,650.00
Verizon Wireless	\$4,664.19
27 Payments less than 2000	\$12,638.42
Final Total:	\$50,312.06

Warrants for Publication

Warrants Approved on 5/17/2022 for Payment 5/20/2022

<u>Vendor Name</u>	<u>Amount</u>
14 Payments less than 2000	\$1,304.80
Final Total:	\$1,304.80

Warrants for Publication

Warrants Approved on 5/17/2022 for Payment 5/13/2022

<u>Vendor Name</u>	<u>Amount</u>
2 Payments less than 2000	\$60.00
Final Total:	\$60.00

Personnel

The Director informed the Board regarding the Resignation of Angela Zak, Social Worker CPS, effective June 3, 2022. Request for replacement was referred to County Board.

The Director informed the Board regarding the Probationary Appointment of Jennifer Pantzer, Social Worker CPS, effective June 13, 2022.

The Director informed the Board regarding the Probationary Appointment of Brenna Harrower, Social Worker, effective June 6, 2022.

The Director informed the Board of the end of Probationary appointment of Angela Thompson, Social Worker, effective May 19, 2022.

The Director informed the Board of the end of Probationary appointment of Heather Mackner, Case Aide effective May 22, 2022.

The Director reviewed with the Board the Personnel Organizational Chart dated May 17, 2022.

Budget

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

Social Services Budget Report – April 2022.

2022 Social Services Budget Review – April 2022.

Social Services Month End Fund Balance Summary – 1999 through April 2022.

Out-of-Home Placement Cost Expenditures Report – 2020 through April 2022.

Out-of-Home Placement Report – April 2022.

Adult Mental Health Placement Costs for State Operated Services – April 2022.

Adult Mental Health Commitments – April 2022.

County Board Information

Procurement Resolution Approval for Seniors Minnesota. Referred to County Board.

Procurement Resolution Approval for Special Needs Basic Care. Referred to County Board.

Amendment to the Department of Employment and Economic Development (DEED) Contract to allow for additional Supplemental Nutrition Assistance Program (SNAP) employment and training programs. Referred to County Board.

Program Information

Income Maintenance Unit 2022 Active Cases by Program Report.

Screened in Child Protection Report – April 2022.

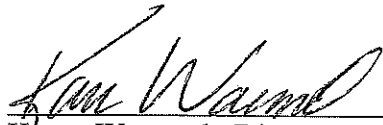
Molly Paulsrud, Social Services Supervisor, spoke to the Board regarding Emergency Preparedness Planning and Response.

May is National Foster care month. Molly Paulsrud, Social Services Supervisor, shared information regarding the Foster Care program.

Megan Starr, Social Services Supervisor, shared with the Board regarding Child Welfare and Children's Mental Health reports.

Beth Greenwood, Family Based Services Provider and Amber Alexander, Family Based Services Provider, spoke to the Board regarding the work that they provide within Children Mental Health cases.


The Director shared with the Board regarding Helping the Hurting presentation that will be held on June 5, 2022, at the Fertile Community Club.



Karen Warmack, Director
Polk County Social Service Center



Chairman, County Social Service Board

Attest: 

Secretary, County Social Service Board