

Name of County

Polk County, Minnesota

Date of Meeting

June 21, 2022, Convened at 1:00 P.M. – Adjourned at 2:14 P.M.

Board Members Present

Joan Lee – Chair

Warren Strandell – Vice Chair

Gary Willhite – Commissioner

Cathy Gutterud – Board Member

Absence Board Member

Paula Waters – Secretary

Mark Holy – Commissioner

Gerald Jacobson – Commissioner

Staff Present

Karen Warmack, Director

Randy Beggs, Fiscal Supervisor I

Betty Solie, Support Services Supervisor

Victoria Ramirez, Social Services Supervisor

Jenna Richardson, Social Worker

Susan Gorder, Social Worker

Alicia Kieckbusch, Social Worker CPS

Daphne Johnson, Social Worker

Megan Starr, Social Services Supervisor

Others Present

Chuck Whiting, County Administrator

Minutes

A motion was made by Board Member Gutterud, seconded by Commissioner Strandell and adopted unanimous vote of the Board to approve the Minutes from the May 17, 2022, Polk County Social Service Board Meeting.

Agenda

A motion was made by Commissioner Strandell, seconded by Commissioner Willhite and adopted by unanimous vote of the Board to approve the meeting Agenda for June 21, 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

\$510.30

Medicare Part B

\$6,633.90

Administration	\$78,661.24
Employee & Board	\$1,398.16

Non-Public

Special Run	\$15.00
Payroll – Pay date 5-25-22	\$335,122.13
POS 5-31-22	\$108,955.32
Special Run	\$15.00
Payroll – Pay date 6-10-22	\$333,401.58
1 st of the Month	\$86,048.01
POS 6-24-22	\$223,877.12
MA Insurance	\$15,565.62
Medical Transportation	\$9,299.74

Warrants for Publication

Warrants Approved on 6/21/2022 for Payment 5/18/2022

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

Warrants for Publication

Warrants Approved on 6/21/2022 for Payment 6/2/2022

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

Warrants for Publication

Warrants Approved on 6/21/2022 for Payment 6/10/2022

<u>Vendor Name</u>	<u>Amount</u>
Fleet Services	\$5,320.44
Pennington County Human Services	\$44,882.00
Roseau County Social Service Center	\$30,015.00
10 Payments less than 2000	\$5,830.57
Final Total:	\$86,048.01

Warrants for Publication

Warrants Approved on 6/21/2022 for Payment 6/24/2022

<u>Vendor Name</u>	<u>Amount</u>
Amundson Funeral Home	\$2,650.00
Dahl Funeral Home	\$2,650.00
DHS – SWIFT	\$32,435.23
Erikson-Vik-Ganje Funeral Homes	\$2,650.00
Historic Norman Funeral Home	\$2,125.00
Polk County, MN	\$19,695.98
Stenshoel-Houske	\$2,650.00
Verizon Wireless	\$4,774.19
24 Payments less than 2000	\$9,030.84
Final Total:	\$78,661.24

Warrants for Publication
Warrants Approved on 6/21/2022 for Payment 6/24/2022

<u>Vendor Name</u>	<u>Amount</u>
15 Payments less than 2000	\$1,398.16
Final Total:	\$1,398.16

Personnel

The Director informed the Board regarding the Probationary Appointment of Michelle Nelson, Eligibility Worker, effective June 6, 2022.

The Director informed the Board regarding the Probationary Appointment of Darci Walsh, Office Support Specialist, effective June 13, 2022.

The Director informed the Board regarding the Status Change of Karli Wilson, Social Worker CPS, effective August 29, 2022.

The Director informed the Board regarding the Status Change of Jaime Dragon, Case Aide, effective September 1, 2022.

The Director informed the Board regarding the Resignation of Kendra Hatcher, Social Worker CPS, effective August 19, 2022. Request for replacement was approved at County Board on June 7, 2022.

The Director informed the Board of the end of Probationary appointment of Sierra Smidt, Office Support Specialist, effective June 20, 2022.

The Director reviewed with the Board the Personnel Organizational Chart dated June 21, 2022.

Budget

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

Social Services Budget Report – May 2022.

2022 Social Services Budget Review – May 2022.

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

Burial Expense Report – May 2022.

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

Out-of-Home Placement Report – May 2022.

Program Information

Income Maintenance Unit 2022 Active Cases by Program Report.

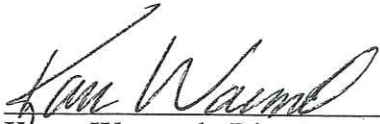
Screened in Child Protection Report – May 2022.

Victoria Ramirez, Social Services Supervisor, spoke to the Board regarding Disability Services.

Jenna Richardson, Social Worker, and Susan Gorder, Social Worker, spoke to the Board regarding Employment First Minnesota Initiatives (E1MN Liaisons).

Alicia Kieckbusch, Social Worker CPS, and Daphne Johnson, Social Worker, spoke to the Board regarding World Elder Abuse Awareness Day, June 15, 2022.


Megan Starr, Social Services Supervisor, spoke to the Board regarding CMH Residential Service Path.



Karen Warmack, Director
Polk County Social Service Center



Chairman, County Social Service Board

Attest: 

Secretary, County Social Service Board