

**Traverse County Board of Commissioners
Social Service Board Minutes
January 17, 2023
9:00 AM**

Traverse County Social Services Department
202 8th Street North, Wheaton MN 56296

The regular meeting for the Traverse County Board of Commissioners/Social Service Board was held at the Traverse County Social Services Department, Wheaton, MN on January 17, 2023. Commission Chair, Kayla Schmidt, called the meeting to order at 8:59 AM.

ROLL CALL:

MEMBERS PRESENT: Mark Gail
Chad Metz
Dwight Nelson
Jerrel Olson
Kayla Schmidt

MEMBERS ABSENT: None

CONSENT AGENDA (Routine Actions requiring Board Action):

- Approval of Agenda, Minutes of Previous Meeting, and Donations received from:
 - 1) Ave Maria Ladies Guild - \$45.00
 - 2) St. John Lutheran Church Circles - \$75.00

Upon a motion by Commissioner Gail, second by Commissioner Metz, and carried unanimously, the agenda, December minutes, and donations were approved.

CASELOAD TOTALS: Reviewed.

	12/31/2021	12/31/2022
Social Services (Workgroups)	73	61
Income Maintenance	705	734
Child Support	74	60
Child Care Assistance - Cases	5	6
Child Care Assistance - Providers	8	6
Totals	865	867

OUT-OF-HOME PLACEMENTS: Reviewed and discussed the placement numbers. There are three children living independently in the 18-21 program, one other child in placement, and one corrections placement. The corrections placement is new and is not detention, but is shelter care, so Social Services pays for it.

- Total - 5
- Social Services – 4
- Corrections – 1

FISCAL REVIEW: Reviewed and discussed.

- Cash Balance as of 12/31/2018 - \$1,503,615.78
- Cash Balance as of 12/31/2019 - \$1,537,723.92
- Cash Balance as of 12/31/2020 - \$1,721,852.04
- Cash Balance as of 12/31/2021 - \$1,845,760.51
- Cash Balance as of 12/31/2022 - \$2,224,333.68

DISCUSSION/DECISION:

A. BUDGET:

1. The December 2022 Financial Summary was reviewed with the board. Our cash balance is up \$378,573.17 from December of last year. The director noted that we went eight months without a Child Protection staff member, which is a \$60,000.00 to \$70,000.00 expense that we normally have, but did not have this year. Our out-of-home placements are also much lower, and we finalized some adoptions this year, so our numbers are down. The director talked about how that can fluctuate without

notice, and that we generally look at a three-year average to budget, since we don't really know what the cost will be from month to month. We are 100% of the way through the year at the end of December. We do still have both expenses and revenues coming in for 2022. The year will be reconciled by the State Auditor in about March. We are at 105% for revenues, and 88% for expenditures. Estate recoveries have totaled \$140,486.12 for the year. Since we only keep 25% of that, and the state has not taken all of their share, this causes our budget to look higher in revenue than it will be, once reconciled. There were four county burials in 2022.

B. DHS UPDATES:

1. The director spoke briefly about the legislative session, and the focus on helping to educate new legislators regarding health and human services. The director testified in front of the House last week, on an overview of who and what we are.
2. The director, once again, highlighted the difficulties with background check locations, and indicated that DHS continues to not enforce the contract for distance.

C. TRAVERSE COUNTY UPDATES:

1. The director introduced our newest staff member to the board. The director first introduced the Child Protection Supervisor, Sarah Lohse, to the board, and then our new Social Worker, Alicia Cornelius, to them. Alicia will be doing child protection for Traverse County, and will work alongside Samantha Schneider, who was also at the meeting, and is a Western Prairie Human Services employee, who lives in Traverse County, and does child protection, primarily in Traverse County.
2. The director presented the contract with Lakeland Mental Health Center (LMHC) for pre-petition screening for commitment for adults. The director noted that this contract is used as a backup; since our case manager, our supervisor, and several staff at Western Prairie can all do pre-petition screening documents. The reason we would like to keep this contract, is timing. When we get a statement in support of commitment, we have a very short timeframe to get the report done. If our staff are out, or otherwise engaged, we want to make sure we have an option that will help us comply with our statutory duties. We have not used LMHC for this in the past 18-24 months; it really is a safety net. Upon a motion by Commissioner Nelson, second by Commissioner Olson, and carried unanimously, the contract was approved.
3. The director reviewed the PrimeWest Health Provider Agreement with the board. The director talked about, and gave some history, on county-based purchasing (CBP), and pre-paid medical assistance plans (PMAP), and what our relationship is with the PrimeWest, since they are a CBP entity that we are a member of. This particular agreement pays us for case management services, that we provide to people who are enrolled in PrimeWest, as their PMAP. The director spent some time talking about case management and the different kinds, as well as the different rates, and the rate setting formula and process. For 2023, PrimeWest has opted to pay their member counties 15% above their medical assistance rate. For Traverse County, and this contract, that means we will be paid \$1,093.00 per month, per eligible child, for children's mental health case management. We will be paid \$825.00 per month, per eligible adult, for adult mental health case management. Upon a motion by Commissioner Metz, second by Commissioner Gail, and carried unanimously, the contract was approved.
4. The director showed the board a certificate we received from the State of Minnesota for meeting the federal guidelines for processing expedited SNAP, food support, in the third quarter of this year. Our staff processed 96% or above, within the timelines. For Traverse County, this means that we likely process 100% within timelines, because of our small numbers. The director praised the staff, and indicated that we are fortunate in Traverse County to have very experienced, skilled staff; not only in this area, but in all areas of our agency.
5. The director had prepared some information for the board on the costs of the building that had been used as an adult mental health drop-in center, and was also utilized by the food shelf. The director discussed the numbers, and what they entailed, with the board.

ADMINISTRATIVE/VENDOR PAYMENTS: Upon a motion by Commissioner Nelson, second by Commissioner Olson, the vendor payments were unanimously approved.

Adjourn

Next meeting: February 21, 2023 @ 9:00AM

Attested to by:

Stacy Hennen/Director

Kayla Schmidt/Board Chair