

Three Rivers Human Service Zone Board Meeting Minutes
Three Rivers Human Service Zone Floor Conference Room Mandan Office
10:00 AM - January 21, 2021

Meeting Call to Order: Dennis Meier Chairman

Roll Call:

Sioux County Representatives: Ken Snider, Absent-John Pretty Bear

Grant County Representatives: John Reinhardt, Charlie Steinkuehler

Morton County Representatives: Jackie Buckley, Edgar Olivera, Ron Leingang, Rosemary Lawson

Three Rivers Zone Staff Present: Jessica Beck, Darla Hillius, Jodi Leier, Vince Gillette, Brenda Peterson, Jenny Wetsch, Natalie Anderson, Brianna Verkaik

Absent: Brenda McAllister

Approval of Agenda: Moved by Edgar seconded by Ron to approve the agenda as presented. Motion carried.

Approval of Minutes:

- Moved by Edgar seconded by Ron to approve the minutes of the December 17, 2020 meeting. Motion carried.
- Moved by John Reinhardt seconded by Edgar to approve the minutes of the December 29, 2020 minutes. Motion carried.

Review and Approval of January 2021 Bills:

- Moved by Jackie seconded by Charlie to approve the January 2020 bills. On a role call vote the bills were all approved. Motion carried.
- John Reinhardt will come in early to go through the bills on February 18, 2021.

January 2021 Voting Tally

Name	January Bill Pay Approval
Charlie Steinkuehler	Yes
Ron Leingang	Yes
Rosemary Lawson	Yes
Edgar Olivera	Yes
Jackie Buckley	Yes
Dennis Meier	Yes
John Pretty Bear	Absent
Ken Snider	Yes
John Reinhardt	Yes

Budget Review

- There are still a few outstanding bills for 2020. They will be in by the February meeting.
- The Zone is 4% below the 2020 budget
- The final budget will be discussed at the February meeting.

Zone Program Stats

Carson Office – Jessica Beck

TANF – 1	SNAP – 87
ACA – 168	MA TECS – 30
MA Vision – 12	QS – 20
CCAP – 9	LIHEAP – 149
IV-E Cases – 60 +1 pending	

Fort Yates – Vince Gillette

TANF – 98 open – 3 pending	CCAP – 2 open
SNAP – 470 open – 17 pending	HCC – 1058 open – 6 pending
MA TECS – 37	MA Vision – 92

- About the same case load
- SNAP is a little low
- Office still closed to the public
- Hard to process claims from the Tribe
- Everything is done over the phone
- COVID numbers are not going down
- Vaccinations for COVID are happening
- Tribal
 - Vince continues to provide visits to Standing Rock Child Protection IV-E children.
 - Overlapping visits with the Tribe and Vince
 - CPS is two years behind with filing for IV-E reimbursable activities. There is a lot of documentation that is required and with the tribal offices being closed, particularly the finance office due to COVID - 19, this documentation is difficult to acquire. Vince continues to assist CPS with collecting verifications to submit the reimbursement forms. The tribe receives about 20 to 25 thousand per quarter, for random moment time study reimbursement.
- The Fort Yates Office has lost another employee – we are unsure if the NDDHS will approve the request to replace this individual.

Mandan Office

Eligibility - Brenda Peterson

- 305 new applications in December – 2754 applications in 2020
- 99 new applications as of January 14, 2021
 - TANF – 9
 - SNAP – 33
 - Medicaid – 53
 - Child Care – 4
 - GA Burials - 0
- Closings are down
- 46 new applications for LIHEAP for December 2020 – 430 applications so far
- Eligibility
 - Cases will be shared statewide
 - Redesign of eligibility cases
 - Brenda is currently training for this
 - Putting together an intense referral database
 - People received a benefit when kids were home from school if they were on reduced lunches

Foster Care – Natalie Anderson

- 80 total cases
 - Foster Care – 64
 - Children in Foster homes – 24
 - Group Care – 7
 - Relative Care – 33
 - Hospital – 0
 - In-Home Cases – ICPC and Courtesy Case Management – 16
- Dakota Central will no longer assist Three Rivers Zone because of staffing changes.
- New Safety Framework Process started in December
 - Trainings being held
 - Workers are stressed
 - 10 cases/worker
 - How can we balance this?
 - Learning as they go
 - A lot of change

Child Protection - Jenny Wetsch

- 60 total reports
 - Administratively Assessed – 17
 - Administrative Referrals – 9
 - Assessment Terminated in Progress – 4
 - Grant County - 0
 - Sioux County – 0
- Alternative Response Cases – 0
- Prenatal Exposure (dugs/alcohol) – 0
- 960 reports of abuse (includes physical, sexual) – 21
- 960 reports of neglect (includes educational, psychological) – 39
- Courtesy Interviews – 0
- Statewide intake rolled out January 4th
- Call in numbers established
 - Reports called in to a toll-free number
 - Receiving more calls and reports than in the past
 - 14 intake workers
 - They are not fully staffed

- Still working out the bugs
- Process 6/worker/day
- Make sure clients are not falling through the cracks
- Losing the local personal touch

Office 365 Update – Amber Schriock

- There are problems with counties that don't have a nd.gov email addresses
- DHS and ITD are not talking to get the process done
- DHS is working on the share point file structure
- The goal is to have 365 done by February
- Amber will report back again in February

Zone Board Membership

- There will be only 1 Morton County Commissioner on the Board
- Will need a new member to fill Ron Leingang's position
- Auditor Rhone is advertising the board member position

State Zone Board Member Association (Future of the board)

- Most of the zones prefer to have it disbanded.
- Reason for continued existence is unclear
- It would have to be a zone organized membership with dues
- It was the general consensus of this board that this association be disbanded

Other:

Carson Office

- Jessica Beck and Lisa Larson have taken positions with the NDDHS
- Dennis will submit request to fill both positions in some capacity
- Francisco will be working out of the Carson office since he already lives there. He will work in Carson 2-3 days per week
- Will look to adjacent zones to assist with supervision of the DCA and backup
- Dennis, Brenda and Wendy will be going to the Carson Office to talk with staff about next steps

Legislative

- Expect more changes after the legislative session
- State will continue to cut positions as staff retire or move to other positions

Benefits for Grant and Sioux County Workers

- Wendy Bent met with the board about some benefits that have not been corrected since the new zone was established

- She assured that these staff will not lose any benefits, she will take care of it after January payroll is complete and W-2's are sent out.

Next Meeting: February 18, 2021 — 10 AM, Mandan

With no further business Ron moved seconded by Edgar to adjourn the meeting.

Motion Carried.

Respectfully submitted,

Jackie Buckley
Three Rivers Zone Secretary