

**Three Rivers Human Service Zone Board
Meeting Minutes
Three Rivers Human Service Zone 1st Floor Conference Room
Mandan Office
210 2nd Ave. NW Mandan
10:00 AM – March 18, 2021**

Meeting Call to Order: Dennis Meier, Chairman

Roll Call:

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

Sioux County: John Pretty Bear, Ken Snider

Grant County: John Reinhardt, Charlie Steinkuehler

Three Rivers Human Service Zone Board Staff Members: Jody Leier, Vince Gillette, Brenda McAllister, Brenda Peterson, Natalie Anderson, Jenny Wetsch

Approval of Agenda

- Moved by Edgar seconded by Charlie to approve the agenda as presented. Motion carried.

Approval of Minutes from February 18, 2021

- Moved by Edgar seconded by John Reinhardt to approve the minutes from the February 18th meeting. Motion carried.

Review and Approval of March 2021 Bills:

- Moved by Jackie seconded by John Reinhardt to approve the March 2021 bills. Jackie came in early to look over the bills prior to the meeting. On a roll call vote all approved the March bills. See table at the end of the minutes.

Budget Review

- We are 2.5% under budget as of March.
- Some funds have been expended out of the Safety Permanency Fund for a child that was held for 8 days. We may run out of funds in this line item of the budget.

Zone Program Stats

Grant County – Total cases - 272

LIHEAP – 156

SNAP – 90

Total Me – 181

Total CCAP – 1

- A new Eligibility worker has been hired – Jessica Woodbury – Will start in April
- Will train in Morton County
- Should be a good fit for Grant County
- Knows the basics for eligibility

Sioux County – 1803 total open cases

TANF – 106 open – 1 pending

CCAP – 1 open

SNAP – 480 and 6 pending

HCC – 1123 and 1 pending – 73 are foster care

TECS MA/QS – 23 open

MA – 8 open

Vision MA – 62 open

- Jessica Radke was hired on March 29th – has some background in eligibility
- One worker hired doing the work of 2 prior positions – Nils Landon
- Large number of cases
- Will do Health Tracks working with Custer Health
- Sioux County Courthouse is now open
- Sioux County Auditor has resigned
- Sioux County hopes to appoint someone at the Commission Meeting on March 23
- A plan is needed on how to do face to face meetings

Vince Gillette – Tribal Liaison

- COVID - Total cases: 641; recovered: 628; Deaths 11; Active cases 2
- Tribal Offices still closed except for essential employees. Mask Mandate still in place on reservation.
- Standing Rock Child Protection Director and Office manager both resigned last month and I have been helping with what's need for reports and answering questions.
- Dennis and Vince met with Jerald Thompson, Standing Rock Child Protection interim Director, last month. They have scheduled monthly meetings with him, just to touch base and determine if there are ways the TRHSZ might be able to assist.
- Vince met with the interim bookkeeper, trying to get information so he can submit the IV E reimbursement for the Jan-Mar quarter of 2019. Vince also met with Laurel Sehn, who is the Program accountant for the dept regarding IV E reimbursements and how they need to be completed.
- Vince had 2 zooms calls for the Race Equity Collaborative, funded by Casey Program. This is a group trying to address why people of color have such a large representation in the foster care system, on the national level and in ND. This collaboration is in the beginning stages. It is a national group.
- All foster care cases in Sioux County have been transferred to the state on Feb 1st. This has been a process getting the Medicaid cases transferred because of the systems. It is also harder for Vince to track new approvals, so that he knows when to complete monthly visits.
- Vince completed did 29 visits of foster children last month. A few of the homes never kept their teams call appointments and we were not able to meet. This is not all the cases that had visits, some of the workers like to do their own visits, which Vince is supportive of because there is no way he could visit all the children on the caseload and get his other duties done.

Brenda Peterson

New Applications – 221

Case Closures – 75

New Applications – 93

TANF – 13

SNAP – 32

Medicaid – 44

Child Care – 3

GA Burial – 1

LIHEAP – 32

- Increase in all programs
- If youth are on free or reduced lunches at school they will get SNAP benefits

- No one pays for day care
- \$ have increased for SNAP
- Serving on a committee for GA Burials
 - Looking to set up a state policy
 - Will only include spouse and adult children
 - The department may have to come up with more money in the budget if this policy goes into effect
- Has good candidates for Joann Jochim's position

Natalie Anderson – Foster Care/In-Home/FP Licensing

Case Load Total – 92	Foster Care – 73
32 – Children in foster homes PATH	7 – Group Care
34 – Relative Care	0- Hospital

- 30 more cases than in 2019
- Workers are falling behind with case management duties.
- Interviewed for the Grant County Position
 - 2 individuals were interviewed.
 - Doing background checks
- Increase of Foster Children cases
- Still using FRAME
- Not getting any help from other Zones

Jenny Wetsch – Child Protection

93 Reports in February	
23 Administratively Assessed	6 Administrative Referral
7 Assessment Terminated in Progress	
Grant County – 1 full	
Sioux County – 0	
Alternative Response Cases – 0	Child Sexual Behavior Cases – 2
Prenatal Exposure – 0	Courtesy Interviews – 0

- Workers taking laptops home to get work done
- 1 assessment/day
- New system is more complex
- More paperwork
- Vicki Zimmerman is retiring
 - Cannot give her any more cases.
 - 2 applications so far
- Bring information and documentation about the need for another position.
 - Will have to come from our reserves for 2021.
 - Would need to get approval from the state to add another FTE.

Description of Duties for the Zone Eligibility Supervisor

- The board went over the job description for the Zone Eligibility Supervisor as distributed by Dennis Meier
- John Pretty Bear expressed concern about why creating another position – have an assistant director position instead. The state will not approve an assistant director position.
- This person would have
 - Many administrative duties
 - Hiring will be done from within – cannot create a new position.
 - Need to do training the same way.
 - Keep the error rate down.
 - Move some duties to this person.
 - Salary Range \$26.61-\$35.48/hour
 - Duties will be shifted.
- Moved by Edgar seconded by Ron to approve the Zone Eligibility Supervisor. On a roll call vote of board members motion carried. See vote tally in chart below.

Other: None

With no other business moved by Ron seconded by John Reinhardt moved to adjourn the meeting. Motion carried.

Next Meeting: April 15, 2021 – 10 AM, Mandan

Name	Roll Call	Bill Pay	E. Supervisor
Jackie Buckley	P	Y	Y
John Reinhardt	P	Y	Y
Dennis Meier	P	Y	Y
Rosemary Lawson	P	Y	Y
Charlie Steinkuehler	P	Y	Y
John Pretty Bear	P	Y	N
Edgar Olivera	P	Y	Y
Ron Leingang	P	Y	Y
Ken Snider	P	Y	y