

Three Rivers Human Service Zone Board Meeting Minutes
Three Rivers Human Service Zone 1st Floor Conference Room Mandan Office
10:00 AM - August 20, 2020

Meeting Call to Order: Dennis Meier Board Chairman Dennis Meier

Roll Call:

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

Grant County Representatives: Charlie Steinkuehler

Sioux County Representatives: None Present

Staff Attending: Vince Gillette, Brenda Peterson, Jenny Wetsch, Natalie Anderson, Brenda McAllister, and Jodi Leier

Others in Attendance – Amber Schriock (NRG) and Nathan Boehm (Community Member)

Approval of Agenda

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

Approval of Minutes from July 16, 2020

- Moved by Edgar seconded by Rosemary to approve the minutes with the addition of Brenda McAllister to the roll call list. Motion carried.

Review and Approval of August 2020 Bills:

- The board went through the July/Aug bills. Moved by Ron seconded by Charlie to approve the bills as presented. A roll call vote was held with all board members voting aye. Zero nay. Motion carried.

Budget Review

- Dennis reviewed the budget with the board. The Three Rivers Zone is 1% in the black. Absent a large crisis, Dennis reported we should be able to stay within budget until the end of the year.

Zone Program Stats

Brenda McAllister

- 1848 open cases in the Fort Yates office currently
- The Fort Yates office remains closed to the public with majority of staff working from the office
- Concerns about clients due to many not having phone and internet access to apply for services electronically
- Interviews are conducted in the office entry

Vince

- Standing Rock Child Protection (SRCP) is 2 years behind in billing for Random Moment Time Studies. Vince continues to assist SRCP with IVE foster care eligibility submittals and RMTS.
- Tribal Offices will remain closed until September 11. This includes SRCP

- The Standing Rock Reservation has 104 cases of COVID as of this date, 163 reservation wide
- Security cameras are being installed within the TRHSZ Fort Yates office. The building manager is insisting that the office remain closed to the public.
- To remain proactive, TRHSZ will strongly consider transitioning Fort Yates office personnel to their homes. If this happens, it will be a slow transition.

Jessica Beck – Reported by Dennis Meier

- 330 open cases at the end of July
- 0 SNAP applications in July
- 2 Medicaid applications in July
- 0 CCAP applications in July
- 0 LIHEAP applications in July

Brenda Peterson

- 3215 open cases at the end of July
- 237 new applications for the July
- 11 case closing in July
- 22 reviews in July
- More SNAP and Medicaid applications in August
- SNAP applications are rising
- A new worker has been hired
- No reviews for Medicaid because of pandemic
 - If the emergency status is removed reviews will need to be done but there is not enough staff to conduct the reviews
- 1823 new applications received so far in 2020, 636 cases closed, 1310 reviews for eligibility are due (518) of those are Medicaid cases.

Jenny Wetsch – Child Protection July Numbers

- 40 Full assessments
- 68 total reports
- 1 Alternative Response Case
- 1 Prenatal Exposure case
- 12 reports of abuse
- 54 reports of neglect
- 0 courtesy interviews

Natalie Anderson

- 85 total cases
- 52 Foster Care
- 24 children in foster homes, 4 in group care and 24 in relative care
- 33 in-home cases
- Lost 1 worker in the last month
- 12-17 cases per case manager

- Training will be online this fall
- More foster homes are needed, there is a shortage of foster homes statewide
- Need homes for teens

Office 365 Update

- Amber will follow-up with the department regarding if the funding for Office 365 is available and the status of the software program as it relates to NDIT. Amber will attend the September board meeting with current events regarding Office 365 and its rollout statewide.

Emergency Temp Requests (Support Unit):

- Mary Graner has 38 hours left and Ashton Holzer has 358 hours left.
- Emergency Temp funding was not added to the 2021 budget
- Charlie moved seconded by Edgar to approve the hours for the current emergency temp positions. On a roll call vote all board members voted aye, 0 nay votes. Motion carried.
- Permission was given to fill Deb Reihl's position after she retires

Zone Plan Update

- Was sent to the department on June 1
- Have not heard back from the department
- Some Zones are receiving feedback from the department. Hopefully, the TRHSZ will hear by the end of August

Zone Board Meeting Rotation to the three cities

- Yes, this would give us an opportunity to see the offices in the three different communities
- Board members discussed the fact, this would entail more board members traveling for each meeting which would be less cost effective than having meeting solely in Mandan
- It was the consensus of this board we should continue to meet in Mandan

COVID — 19 Employee Requests to Work from Home

- Telecommuting may become a concern if children are at home
- Can we track computer utilization?
- Setting up work parameters
- As of now there is not a mask Mandan in Morton County
- We may need to set up interview rooms for clientele

Moved by Charlie seconded by Edgar to adjourn the meeting. Motion carried.

Next Meeting: September 17, 2020 — 10 AM, Mandan

Respectfully Submitted,



Jackie Buckley, Three Rivers Zone Secretary