

**Three Rivers Human Service Zone Board Meeting Minutes
Conference Room/ Human Service Zone Office, Mandan, ND
November 18, 2021**

Meeting Call to Order: The meeting was called to order by Chairman Dennis Meier.

Roll call: Charlie Steinkuehler, Heidi Peltz, Rosemary Lawson, Edgar Olivera, Jackie Buckley,
Dennis Meier, John Reinhardt

Absent: John Pretty Bear, Ken Snider

Staff Attendance: Jodie Leier, Vince Gillette, Brenda Peterson, Natalie Anderson, Jennie Wetsch

Guest Online: Representative Karen Rohr, Mandan

Approval of Agenda:

- Moved by John Reinhardt seconded by Heidi. Motion carried.

Approval of Minutes from October 21, 2021

- Moved by Rosemary seconded by Charlie to approve the October 2021 minutes. Motion carried.

Review and Approval of November 2021 Bills

- Edgar and Charlie went over the bills prior to the minutes.
- Moved by Edgar seconded by Charlie to approve the November bills. Motion carried with a roll call vote. See table at the end of the minutes.

Budget Review

- Three Rivers continues to be under budget
- Grant County will be submitting a wish list
- There continues to be overspending in the court costs budget line item

Zone Program Stats

Vince Gillette – Tribal Liaison

- Covid report for Sioux County. As of 11-17-21, there are 23 active cases on the reservation. 19 in Ft Yates, and 1 in Porcupine, which is in the district on the ND side of the reservation. The Sioux County Courthouse semi locked to clients. We are not seeing clients in the offices.
- There is a 66% vaccination rate in Sioux County
- Vince will have seen 20 children in foster homes by the end of this month. That number continues to climb because Burleigh Zone, which has 8 children placed in their zone, were doing visits but because of staff shortage are no longer doing visits.
- We have been extremely grateful for the help we are getting from other zones in covering visits for Standing Rock. The tribe has about 50 IV E cases that we do visits for.

- We attempt to provide visits for 638 foster kids as well. This gets a little complicated because the tribe is understaffed and they have everyone, including the director and office staff doing case management.
- We generally find out about a SD foster child placed in ND when the zone social worker submits a visit report.
- Vince continues to spend a lot of time with Medicaid questions and trying to get kids on ND Medicaid, particularly SD foster kids placed in ND. There is a process called interstate compact on placement of children that you need to complete when a child from one state is placed in another state. One of the purposes for the interstate compact is to prevent one state from dumping its foster kids on another state. This must be completed before SD foster child can be placed on ND Medicaid. Until very recently, we had no idea how many SD Foster kids were in ND. Vince is working on a process to help the tribe get the paperwork completed so those kids can be covered by Medicaid.
- Vince has recently become involved in adoptions. Some foster parents of children Vince visits are in the process of adopting the children, but they are held up somewhere in the process. Very recently a foster parent asked Vince to look into her case and he discovered Standing Rock had 24 adoptions in process. Vince has only started to look at how he can assist in this dilemma. We did have a meeting last week, with the Tribal CPS and the adoption workers came to meeting and they were able to get some of the paperwork they were looking for. It is unclear how many adoptions were helped by getting this information.

Economic Assistance Cases – Brenda Peterson

Cases as of November 1, 2021 – Total for all three offices

TANF+ - 153	SNAP Only – 113
SNAP/HCC – 1134	SNAP/CCAP – 0
SNAP/LIHEAP – 31	SNAP/HCC/CCAP – 50
SNAP/HCC/LIHEAP – 191	SNAP/HCC/CCAP/LIHEAP – 9
HCC Only – 2489	HCC/CCAP – 40
HVV/LIHEAP – 58	HCC/CCAP/LIHEAP – 7
CCAP Only – 10	CCAP/LIHEAP – 1
LIHEAP Only – 86	

- SNAP, Medicaid and LIHEAP numbers continue to increase
- Staff are having a hard time meeting the timeliness guidelines because of increasing numbers of applications.
- Discussed getting an emergency temp position. Brenda said there is not a good chance to get one approved. Training a temp will be a problem unless we can get someone who is recently retired to come and do it.
- Staff can't figure out why SNAP numbers continue to go up.
- Staff have been offered to get 5 hours of overtime. No one is interested in helping out.
- Staff are booked out to December 3 for SNAP appointments.
- There is talk that regional processing may be coming. The state will not go back to case management; it will all have to be process management.

Foster Care/In Home/FP Licensing – Natalie Anderson

- Case load totals – 105
- Foster Care – 76
 - Children in foster homes – 36
 - Group Care – 7
 - Relative Care – 33
 - Shelter – Youth Works – 0
 - 29 In-Home Cases, ICPC and Courtesy Case Management
- A lot of youth movement
- Need to get staff trained in CPI
- Look for a vendor to house kids
- Grant County currently owns a home but is not available at this time
- Put together a Challenging Youth Work Group on a statewide basis
- Need to have 2 staff on duty/shift – 6 staff/day
- There is a need to protect our staff
- Youth Works is taking kids from all over the state
- Need a place for assessment beds

Child Protection Reports – Jennie Wetsch

- Total reports – 74
 - 20 Administratively Assessed
 - 4 Administrative Referrals
 - 10 Assessment Terminated in Progress
- Grant County – 0
- Sioux County – 0
- Alternative Response Cases – 1
- Child Sexual Behavior Cases – 3
- Prenatal Exposure – 3
- Courtesy Interviews – 0
- This information is coming from law enforcement and schools

GA Burial Assistance Manual

- Went through the zone GA policy manual again.
- Chapter 300 – discussed this chapter
- Looked at addendums
- Moved by John Reinhardt seconded by Charlie to approve the support of the GA Assistance Manual with the option to add addendums as needed. Motion approved with a roll call vote. See table at the end of the minutes.

CIVID Bonus Workgroup

- DHS will not approve of everyone getting bonuses in the zones.
- Divided into 3 tiers –
 - \$1500 – 100% client facing with heavy community involvement.
 - \$1250 – 50% or greater client facing with community involvement.

- \$1000 – Less than 50% client facing with additional duties directly related to COVID.
- This will be paid out in December

Other:

Evaluation

- Board will discuss the director’s evaluation after the meeting. Edgar will compile the results. Edgar and Jackie will meet with Wendy after the meeting.
- Evaluations of staff is in progress by the director and supervisors.

Moving of Staff

- Due to lack of space for the states attorney’s office TRHSZ employees on the second floor of the Morton County Courthouse will be moved to first floor. Some offices will be built, and some staff will move into the veteran’s office.

Opening of a savings account for child in the custody of the TRHSZ

- A letter authorizing the TRHSZ Director to create savings accounts for children under zone custody was signed by Edgar Olivera, Vice Chair, and Jackie Buckley, Secretary. The board reviewed the letter and Charlie moved to approve the letter which was seconded by Edgar.

Name	Roll Call	Bill Pay Approval	GA Assistance Manual
Charlie Steinkuehler	P	Y	Y
Heidi Peltz	P	Y	Y
Rosemary Lawson	P	Y	Y
Edgar Olivera	P	Y	Y
Jackie Buckley	P	Y	Y
Dennis Meier	P	Y	Y
John Reinhardt	P	Y	Y
John Pretty Bear	A		
Ken Snider	A		

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

Respectfully submitted,


 Jackie Buckley, Secretary
 Three Rivers Human Service Zone