

**Three Rivers Human Service Zone Board
Meeting Minutes
Three Rivers Human Services Board Room
Mandan
210 2nd Ave NW
July 18, 2024**

Meeting Call to Order:

- Dennis called meeting to order at 10:02 AM

Roll Call:

Mandan: Dennis Meier, Jackie Buckley, Lori Flaaten, Heidi Peltz, Karen Rohr (online), Rose Mary Lawson, Dawson Holle-Absent

Carson: Charlie Steinkuehler (Online), Marty Meyer-absent

Fort Yates: Ken Snider, John Pretty Bear - absent

Others present: Jodie Leier, Mandy Garrett

Approval of Agenda

- Moved by Jackie Buckley to approve the agenda seconded by Heidi Peltz. Motion carried.

Approval of Minutes from June 20, 2024

- Moved by Jackie Buckley seconded by Charles Steinkuehler to approve the minutes from June 20, 2024. Motion carried.

Review and Approval of July 2024 Bills:

- Jackie Buckley and Lori Flaaten came early to review the bills.
- Moved by Ken Snider seconded by Rose Mary Lawson to approve the bills as presented. With a unanimous roll call vote the bills were approved.

Name	Roll Call	Bills Approved
Jackie Buckley	P	Y
Lori Flaaten	P	Y
Rosemary Lawson	P	Y
Heidi Peltz	P	Y
Marty Meyer	A	Absent
Charlie Steinkuehler	P (Online)	Y
Ken Snider	P	Y
John Pretty Bear	A	Absent
Dennis Meier	P	Y
Karen Rohr	P (Online)	Y
Dawson Holle	A	Absent

Budget Review

- Currently, operating within budget. As of June 30, operating 6% below budget.

- Second zone payment for 2024 was received in June.
- The second zone vehicle for 2024 should arrive at the dealership some time in August.
- TRHSZ 2025 Budget will be presented to the Morton County Commission on August 8.

Vince - Three Rivers Human Service Zone Tribal Liaison Report for April 2024

- There are approximately 75-100 SRST foster children placed in ND foster homes that he helps to facilitate visits.
- Standing Rock currently has 22 ND IV-E cases and 36 SD IV-E in ND Foster Homes. There are 150+ Foster Care Placements.
- Vince attends ND IV-E and Tribal IV-E eligibility meetings.
- Vince spends a lot of time dealing with Medicaid payment issues for both ND and SD Foster children.
- Vince has been attempting to engage tribes in claiming expenses for the FMAP monies. The total amount available to the tribes is \$1,291,960 that needs to be claimed prior to June 30, 2024. Standing Rock still has \$56,000 to claim and has not made a claim for any of their FMAP money. The state has moved the reimbursement deadline to July 31 to allow tribes to submit their claims.
- Vince continues to track the Indirect Expenses for Fort Yates for Jodie to report to the state.
- Vince did 14 Foster Care visits for SRST in the month of June.

Mandy Garrett – Income Maintenance/Eligibility Supervisor

- Three Rivers Zone Office Information
 - We currently have Support Specialist Position open.
 - The EWI position has been filled by Nadia Bynum.
- Medicaid
 - Total Households: June 2024 - 311
 - Total Individuals: June 2024 - 654
 - Total Benefits: N/A
- SNAP
 - Total Households: June 2024 - 395
 - Total Individuals: June 2024 - 1057
 - Total Benefits Paid: June 2024 – \$663.5K
- LIHEAP
 - Total Households: June 2024 – N/A
 - Total Individuals: June 2024 – N/A
 - Total Benefits: June 2024 – N/A
- TANF (Temporary Assistance for Needy Families)
 - Total Households: June 2024 – 58
 - Total Individuals: June 2024 – 259
 - Total Benefits: May 2024 - \$48.6K
- Childcare Assistance Program
 - Total Households: June 2024 - 40
 - Total Individuals: June 2024 – 133
 - Total Benefits Issued: June 2024 - \$134.7K
- Call Center March Stats
 - See the STAT sheet for detailed Tier Information.

- Brenda McAllister is the supervisor located in our Ft Yates Office. Shari Snider, DeiYonna Beck and Melinda Landeis all excel on the Tier 2 Calls.
- Swim Lanes
 - No updates.
- Support Specialists (Statewide)
 - No updates.
- An additional front desk staff has been requested for Ft. Yates due to the amount of foot traffic.
- Mary in the Carson Office has been asked to do another day a week and has agreed to do so once the LiHeap starts up again.
- Hybrid EBT is coming to the offices where cards will be issued by staff here or they can still be gotten through the vendor.
- Concerns over the Benchmarks that are expected for staff which are not working realistically due to lulls in the workload now that the redesign is working.
- There is a Dashboard where directors will be able to monitor what the staff and supervisors are doing with the cases. Dennis will be getting some training on how this works.

Jenny Wetsch – Child Protection (Dennis provided the information)

- See the attached Statistical information which was presented during the meeting.
 - 66 total reports in June: 1 Report in Grant County and 0 Reports for Sioux County.
 - 36 assigned as Full.
 - 0 ATP Assessments.
 - 30 Administratively Assessed or Administrative Referrals.
 - 0 Alt Response.
 - 0 Substance Exposed Infant (SEI) (started 2 but both transferred out of zone).
 - 0 Child Sex Cases
 - 2 Prenatal Drug Cases
 - 0 Courtesy Interview Requests from other zones/1 Law Enforcement
 - 0 Conflict cases for another Zone
- Jen Aguilar one of our Parent Aides resigned and we have been able to replace her with Alicia Grimm, who had been in the position previously.
- The new FTE position for a Case Aid has been approved and advertised.

Natalie Anderson – Foster Care/In Home/FP Licensing (Dennis provided the information)

- See the attached statistical information which was presented during the meeting.
- Currently we have 77 cases.
 - 60 Foster Care
 - 17 In-Home Cases, ICPC, Courtesy Case Management & Home Study's
 - 38 Foster Homes/PATH
 - 3 QRTP/PRTF
 - 13 Relative Care
 - 6-18+
 - 0-YCC

Director's Report

- NDIT will be working with zones with Multi Factor Authenticity. This will be another level of security for computers and phones.
- Human Service Centers are in the process of going through Pre-Clinic Certification which will create a new funding source for their services.
- Kinship Care does not require licensing for 6 months. (Fictive Care if not a relative).
- Dennis shared the Quarterly Summary of Compliance and Administration.
 - Most areas in Child Welfare (visits to children in foster care and in home, timely CPS assessments and face to face) were of concern.
 - Did well in the processing, budgeting and reporting areas.
 - EW processing is at 73%, required is 95.
 - Scored well in timely personnel reports.
 - There were concerns about the accuracy of this quarterly information. The department in the process of reviewing the process and information to assure legitimacy.
- Update on Nexus Path.
 - New provider agreement is effective July 1.
 - Kate Coughlin is the new Nexus PATH Director.
 - The first Treatment Team was launched in Bismarck on July 10 for the Bismarck Dickinson Region. This is to screen the more challenging kids and match them to a compatible home.
 - Parent Partner Role. Former parent of child(ren) in foster care mentoring a current parent in the program.
 - Host Homes will be able to place kids with developmental/Intellectual disabilities. Family can do their own placement and keep them in a closer proximity.

Eligibility Redesign Update

- EBT Hybrid will start in the fall.
- There is an Error Proofing Process that is being worked on. Lead Workers use 40% of their time error proofing cases.
- There will be Childcare Assistance Audits.
- Mandy was asked if the application forms are standard Federal applications or if they are State Apps where ND has a higher standard.

Director Quarterly Performance Review:

- The board discussed the goals of having a quarterly review process.

Zone Vehicle Replacement

- Dennis wanted to make sure we followed procurement policy and spoke with Dawn Rhone about the options available for the county.
- Due to the needs of our zone, it was determined by Dennis and Dawn the available vehicles on the list would not accommodate the unique needs of the zone in size for child/family transport and therefore a Toyota Grand Highlander was approved.
- The cost of the Highlander is in line with the vehicles on the list at \$47,500.
- After discussion with the board, a consensus was reached that the right decision is being made.
- We have been approved for another vehicle for the 2025 budget year.

Other

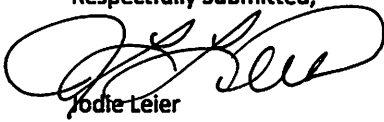
- Karen Rohr attended the Government-to-Government meeting and shared information.
- Discussed issues with case transfers between zones.
- Discussed employee issues. If board members are called by employees, they should contact Jackie Buckley as she is the portfolio holder, and she will contact Wendy.

Adjourn:

- Moved by Jackie Buckley seconded by Charlie Steinkuehler to adjourn the meeting at 11:47 AM. Motion carried.

Next Meeting August 15, 2024 – 10 AM, Mandan

Respectfully Submitted,



Jodie Leier

Fiscal Services

Three Rivers Human Service Zone