

MORTON COUNTY SOCIAL SERVICE BOARD MEETING AGENDA

February 27, 2018

Morton County Commission Room

Morton County Court House

210 2nd Avenue NW, Mandan, North Dakota

10:00 am

Call to Order

Approval of Agenda

Approval of Minutes from the Previous Meeting

Approval of February 2018 Bills

Budget Review

Bonita Moch- HCBS and Child Care Provider Licensure Supervisor

Adult Services Report

Foster Care Report

Child Care Report

Brenda Peterson- Eligibility Supervisor

SNAP Report and Statistics

Economic Assistance Program Activity Report

Unduplicated Economic Assistance Caseload Report

Natalie Anderson, Foster Care Supervisor

Foster Care/In-Home Caseload Report

Social Worker Case Management and Parent Aide Case Report

Jenny Wetsch, Child Protection Supervisor

Child Protection Services Report

Monthly Child Protection Assessments

Dennis Meier- Morton County Social Services Director

Emergency Temporary Position for Foster Care Licensing (Review)

Emergency Temporary Position for part time Parent Aide (Review)

Contracted Service Proposal for Foster Care Licensing

Contracted Services/Emergency Temp Position for Child Protection Services

ADJOURN

Certain portions of the meeting may be closed due to Executive Session for confidentiality reasons per NDCC 44-04-19.2.

Next Board Meeting: Tuesday, March 27, 2018 10:00am

Morton County

Expenditure Report with Detail Options

Fiscal Year: 2018-2018 From Date: 1/1/2018 To Date: 1/31/2018

Account Mask: ?????????? Exclude PR encumbrance Include pre encumbrance Print accounts with zero balance

Account Number / Description Expended PTD Expended YTD Encumbered YTD Unexpended Bal % Used

SOCIAL WELFARE FUND

207.450.6101 / SALARIES	\$82,890.96	\$0.00	\$2,132,715.92	\$82,890.96	\$0.00	\$2,049,824.96	3.89%
207.450.6102 / DEFERRED COMP. BENEFIT	\$218.50	\$0.00	\$6,993.46	\$218.50	\$0.00	\$6,774.96	3.12%
207.450.6111 / ON CALL SALARIES	\$0.00	\$0.00	\$2,738.00	\$0.00	\$0.00	\$2,738.00	0.00%
207.450.6121 / PAID OVERTIME	\$694.72	\$0.00	\$8,000.00	\$694.72	\$0.00	\$7,305.28	8.68%
207.450.6211 / HEALTH INSURANCE	\$13,521.03	\$0.00	\$326,875.00	\$13,521.03	\$0.00	\$313,353.97	4.14%
207.450.6221 / FICA MATCH	\$6,024.94	\$0.00	\$164,509.22	\$6,024.94	\$0.00	\$158,484.28	3.66%
207.450.6241 / WORKMENS COMPENSATION	\$3,293.16	\$0.00	\$6,500.00	\$3,293.16	\$0.00	\$3,206.84	50.66%
207.450.6251 / UNEMPLOYMENT COMPENSATION	\$0.00	\$0.00	\$2,040.00	\$0.00	\$0.00	\$2,040.00	0.00%
207.450.6300 / NDPERS DEF. BENEFIT	\$11,273.48	\$0.00	\$296,612.74	\$11,273.48	\$0.00	\$285,339.26	3.80%
207.450.6321 / PROPERTY & LIABILITY INSURAN	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00	\$1,500.00	0.00%
207.450.6339 / MEMBERSHIPS & REGISTRATIONS	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
207.450.6341 / TRAVEL EXPENSE	\$25.16	\$0.00	\$25,000.00	\$25.16	\$0.00	\$24,974.84	0.10%
207.450.6343 / REPAIRS AND MAINTENANCE	\$2,534.44	\$0.00	\$26,000.00	\$2,534.44	\$0.00	\$23,465.56	9.75%
207.450.6351 / UTILITIES	\$1,977.68	\$0.00	\$19,000.00	\$1,977.68	\$0.00	\$17,022.32	10.41%
207.450.6359 / POSTAGE	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
207.450.6360 / MOBILE COMMUNICATIONS	\$0.00	\$0.00	\$3,300.00	\$0.00	\$0.00	\$3,300.00	0.00%
207.450.6361 / TELEPHONE	\$0.00	\$0.00	\$8,000.00	\$0.00	\$0.00	\$8,000.00	0.00%
207.450.6381 / COPIER EXPENSE	\$3,517.84	\$0.00	\$5,678.00	\$3,517.84	\$0.00	\$2,160.16	61.96%
207.450.6401 / OFFICE SUPPLIES	\$0.00	\$0.00	\$7,500.00	\$0.00	\$0.00	\$7,500.00	0.00%
207.450.6412 / SUPPLIES-COMPUTER	\$0.00	\$0.00	\$1,200.00	\$0.00	\$0.00	\$1,200.00	0.00%
207.450.6499 / CLIENT AID	\$43.80	\$0.00	\$7,250.00	\$43.80	\$0.00	\$7,206.20	0.60%
207.450.6651 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$0.00	\$25,000.00	\$0.00	\$0.00	\$25,000.00	0.00%
207.450.6904 / GA BURIALS	\$0.00	\$0.00	\$27,500.00	\$0.00	\$0.00	\$27,500.00	0.00%
207.450.6905 / SAFETY/PERMANENCY FUNDS	\$300.00	\$0.00	\$8,000.00	\$300.00	\$0.00	\$7,700.00	3.75%
207.450.6907 / SHELTER CARE	\$250.00	\$0.00	\$3,600.00	\$250.00	\$0.00	\$3,350.00	6.94%
207.450.6912 / CWB PER DIEM	\$49.05	\$0.00	\$2,500.00	\$49.05	\$0.00	\$2,450.95	1.96%

Morton County

Expenditure Report with Detail Options

Account Mask: ?????????? Fiscal Year: 2018-2018 From Date: 1/1/2018 To Date: 1/31/2018

Account Number / Description Expended PTD Original Budget Amended Budget Expended YTD Encumbered YTD Unexpended Bal % Used

Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
207.450.6932 / PRINTER EXPENSE	\$0.00	\$0.00	\$3,500.00	\$0.00	\$0.00	\$3,500.00	0.00%
Total For SOCIAL WELFARE	\$126,614.76	\$0.00	\$3,131,012.34	\$126,614.76	\$0.00	\$3,004,397.58	4.04%

Morton County

Expenditure Report with Detail Options

Account Mask: ??????????

Fiscal Year: 2017-2017

From Date: 12/1/2017

To Date: 12/31/2017

Exclude PR encumbrance Include pre encumbrance Print accounts with zero balance

Account Number / Description	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
SOCIAL WELFARE FUND						
207.450.6101 / SALARIES	\$0.00	\$2,123,864.61	\$2,131,700.77	\$0.00	(\$7,836.16)	100.37%
207.450.6102 / DEFERRED COMP. BENEFIT	\$0.00	\$13,357.50	\$7,600.59	\$0.00	\$5,756.91	56.90%
207.450.6111 / ON CALL SALARIES	\$0.00	\$2,738.00	\$2,572.50	\$0.00	\$165.50	93.96%
207.450.6121 / PAID OVERTIME	\$0.00	\$10,000.00	\$1,296.59	\$0.00	\$8,703.41	12.97%
207.450.6211 / HEALTH INSURANCE	\$0.00	\$330,280.00	\$302,821.53	\$0.00	\$27,458.47	91.69%
207.450.6221 / FICA MATCH	\$0.00	\$164,471.95	\$155,351.61	\$0.00	\$9,120.34	94.45%
207.450.6241 / WORKMENS COMPENSATION	\$0.00	\$7,500.00	\$5,425.85	\$0.00	\$2,074.15	72.34%
207.450.6251 / UNEMPLOYMENT COMPENSATION	\$0.00	\$2,040.00	\$0.00	\$0.00	\$2,040.00	0.00%
207.450.6300 / NDPERS DEF. BENEFIT	\$0.00	\$288,358.13	\$292,125.04	\$0.00	(\$3,766.91)	101.31%
207.450.6321 / PROPERTY & LIABILITY INSURAN	\$0.00	\$1,500.00	\$1,441.06	\$0.00	\$58.94	96.07%
207.450.6339 / MEMBERSHIPS & REGISTRATIONS	\$0.00	\$3,500.00	\$4,130.32	\$0.00	(\$630.32)	118.01%
207.450.6341 / TRAVEL EXPENSE	\$0.00	\$30,000.00	\$28,576.28	\$0.00	\$1,423.72	95.25%
207.450.6343 / REPAIRS AND MAINTENANCE	\$0.00	\$25,000.00	\$25,418.96	\$0.00	(\$418.96)	101.68%
207.450.6351 / UTILITIES	\$0.00	\$18,000.00	\$19,045.79	\$0.00	(\$1,045.79)	105.81%
207.450.6359 / POSTAGE	\$0.00	\$6,700.00	\$5,894.87	\$0.00	\$805.13	87.98%
207.450.6360 / MOBILE COMMUNICATIONS	\$0.00	\$4,000.00	\$3,096.10	\$0.00	\$903.90	77.40%
207.450.6361 / TELEPHONE	\$0.00	\$8,000.00	\$9,033.62	\$0.00	(\$1,033.62)	112.92%
207.450.6381 / COPIER EXPENSE	\$0.00	\$5,678.00	\$5,155.27	\$0.00	\$522.73	90.79%
207.450.6401 / OFFICE SUPPLIES	\$0.00	\$8,840.00	\$8,038.59	\$0.00	\$801.41	90.93%
207.450.6412 / SUPPLIES-COMPUTER	\$0.00	\$1,200.00	\$1,395.98	\$0.00	(\$195.98)	116.33%
207.450.6499 / CLIENT AID	\$0.00	\$7,250.00	\$9,943.64	\$0.00	(\$2,693.64)	137.15%
207.450.6651 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$15,400.00	\$27,611.49	\$0.00	(\$12,211.49)	179.30%
207.450.6904 / GA BURIALS	\$0.00	\$27,500.00	\$10,750.00	\$0.00	\$16,750.00	39.09%
207.450.6905 / SAFETY/PERMANENCY FUNDS	\$0.00	\$10,000.00	\$10,240.79	\$0.00	(\$240.79)	102.41%
207.450.6907 / SHELTER CARE	\$0.00	\$3,600.00	\$3,000.00	\$0.00	\$600.00	83.33%
207.450.6912 / CWB PER DIEM	\$0.00	\$2,500.00	\$1,584.66	\$0.00	\$915.34	63.39%

Morton County

Expenditure Report with Detail Options

Account Mask: ??????????

Fiscal Year: 2017-2017 From Date: 12/1/2017 To Date: 12/31/2017
 Exclude PR encumbrance Include pre encumbrance Print accounts with zero balance
 Original Budget Amended Budget Expended YTD Encumbered YTD Unexpended Bal % Used

Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
207.450.6913 / HIGH RISK DAY CARE	\$0.00	\$0.00	\$0.00	\$1,000.00	\$0.00	(\$1,000.00)	0.00%
207.450.6927 / TERMINAL COST	\$0.00	\$0.00	\$0.00	\$60.00	\$0.00	(\$60.00)	0.00%
207.450.6932 / PRINTER EXPENSE	\$45.12	\$0.00	\$2,712.00	\$2,470.59	\$0.00	\$241.41	91.10%
Total For SOCIAL WELFARE	\$281,276.52	\$0.00	\$3,123,990.19	\$3,076,782.49	\$0.00	\$47,207.70	98.49%

CURRENT CASE COUNT

February 26 for January 2018

ADULT SERVICES

134— up from 128

Opened 7 new cases

Closed 1

6—pending

Worker breakdown

BM—27 cases (13 BC, 5 MW, 4 MSP/PCS, 5 SPED)

LC—56 cases (16 BC, 10 MW, 4 MSP/PCS, 24 SPED, 2 Ex-SPED)

PW—51 cases (18 BC, 15 MW, 7 MSP/PCS, 9 SPED, 2 Ex-SPED)

FOSTER HOMES (BM)

No Adult Foster Homes

25—Foster Care for Children (2 new, 1 closing)

18 for general placement

7 specific homes

10 ?—contacts and inquiries

0— in process of home study

CHILD CARE (LA)

62—licensed (same)

3—self-declared

CHILDREN'S SPECIAL HEALTH SERVICES (PW)

12—Treatment Services

9—Diagnostic

SUMMARY OF ECONOMIC ASSISTANCE PROGRAM ACTIVITY

December Cases	New Cases	Closed Cases
3,096	250	117

Program Activity 01/01/2018 THROUGH 01/31/2018

NEW APPLICATIONS

Program	Period of 01/01/2018 - 01/31/2018		Period of 12/01/2017 - 12/31/2017	
	Received	Approved	Denied	Received
TANF	7	3	4	10
Medicaid	27	16	11	22
SNAP	77	44	33	94
Child Care	9	2	7	9
ACA/Expansion	113	60	53	115
Basic Care	1	1	0	0
Foster Care	1	1	0	0
Sub-Adoption	0	0	0	0
GA Burial	1	0	1	0
TOTAL	236	127	109	250

Change from Last Period -14 Applications

CASE CLOSINGS

Program	Period of 01/01/2018 - 01/31/2018		Period of 12/01/2017 - 12/31/2017	
	Case Closings	Case Closings	Case Closings	Case Closings
TANF	5	5	4	4
Medicaid	27	27	21	21
SNAP	39	39	41	41
Child Care	4	4	1	1
ACA/Expansion	34	34	45	45
Basic Care	1	1	0	0
Foster Care	1	1	5	5
Sub-Adoption	0	0	0	0
TOTAL	111	111	117	117

Change from Last Period -6 Cases Closed

*** LOW INCOME HOME ENERGY ASSISTANCE PROGRAM**

Received	Period of 01/01/2018 - 01/31/2018		Period of 12/01/2017 - 12/31/2017	
	Approved	Denied	Pending	Received
72	76	7	41	84

Y-T-D Totals

496	414	41	FFY 2018
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REVIEWS OF ELIGIBILITY COMPLETED ON OPEN CASES

Program	Period of 01/01/2018 - 01/31/2018		Period of 12/01/2017 - 12/31/2017	
	Reviews Completed	Reviews Completed	Reviews Completed	Reviews Completed
TANF	0	0	2	2
Medicaid	71	71	55	55
SNAP	89	89	67	67
Child Care	4	4	2	2
ACA/Expansion	82	82	66	66
Basic Care	4	4	4	4
Foster Care	0	0	0	0
Sub-Adoption	1	1	2	2
TOTAL	251	251	198	198

Change from Last Period +53 Reviews Completed

**UNDUPLICATED ECONOMIC ASSISTANCE CASELOAD REPORT
(AS OF 1ST DAY OF MONTH)**

	2/1/17	3/1/17	4/1/17	5/1/17	6/1/17	7/1/17	8/1/17	9/1/17	10/1/17	11/1/17	12/1/07	1/1/18	2/1/18
TANF	8	8	7	2	2	3	7	6	8	7	9	8	7
TANF/SNAP	17	15	18	16	16	15	12	16	18	18	15	14	17
TANF/ME	0	0	9	0	0	0	0	0	0	0	1	1	0
TANF/ME/QS	2	0	1	0	1	1	1	1	1	1	0	1	0
TANF/SNAP/ME	5	8	4	6	5	5	5	4	3	3	4	4	4
TANF/SNAP/QS	0	0	0	0	0	8	8	1	1	1	1	0	0
SNAP	515	496	493	493	486	477	475	496	517	502	525	552	554
ME	492	501	505	495	496	499	507	504	510	506	511	489	497
QS	22	20	20	21	20	21	22	19	20	22	22	23	24
SNAP/ME	152	136	147	157	155	156	148	153	146	139	147	146	149
SNAP/QS	63	81	67	65	62	58	57	62	59	57	56	57	55
ME/QS	76	88	82	85	83	92	91	90	91	90	89	92	92
SNAP/ME/QS	102	102	104	104	102	92	103	109	108	113	110	99	106
ACA/EXPANSION	1201	1224	1207	1203	1197	1237	1205	1200	1176	1166	1184	1201	1222
LIHEAP	365	403	416	435	440	0	2	2	0	134	228	338	414
CHILD CARE	53	48	52	54	55	58	64	61	64	62	64	66	65
OTHER (FC & SA)	84	81	85	85	83	83	85						
FOSTER CARE								41	41	36	47	46	47
SUBSIDIZED ADOPTION								42	37	35	36	36	38
BASIC CARE	40	40	40	41	41	42	43	43	40	44	47	47	46
TOTALS	3197	3251	3257	3262	3244	2847	2835	2850	2840	2936	3096	3220	3337

**NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)
Bismarck, North Dakota**

February 5, 2018

Following is a summary of SNAP statistics for JANUARY 2018:

PARTICIPATION				PARTICIPATION			
County	Households*	Persons**	Issuance	County	Households*	Persons**	Issuance
ADAMS	52	104	\$10,254	MCKENZIE	178	478	\$55,955
BARNES	405	786	\$80,475	MCLEAN	201	435	46,393
BENSON	752	2,128	\$284,636	MERCER	170	310	36,606
BILLINGS/ G.VALLEY	2 58	2 107	\$384 \$12,152	MORTON	906	1,908	223,771
BOTTINEAU	238	477	\$58,411	MOUNTRAIL	126	343	37,526
BOWMAN/ SLOPE	80 13	149 19	\$16,276 \$2,684	NELSON	95	189	20,355
BURKE	44	110	\$10,976	OLIVER	41	87	10,067
BURLEIGH	2,540	4,958	\$589,575	PEMBINA	174	385	41,088
CASS	5,807	12,533	\$1,423,940	PIERCE	128	249	26,243
CAVALIER	63	150	\$14,134	RAMSEY	561	1,129	128,089
DICKEY	123	248	\$21,740	RANSOM	153	303	33,421
DIVIDE	44	93	\$10,798	RENVILLE	56	118	11,214
DUNN	98	251	\$30,618	RICHLAND	522	1,078	115,949
EDDY	92	183	\$20,976	ROLETTE	2,324	5,026	708,433
EMMONS	120	211	\$23,140	SARGENT	86	193	19,089
FOSTER	88	165	\$18,054	SHERIDAN	67	141	15,517
GRAND FORKS	2,343	4,833	\$583,912	SIOUX	464	1,408	185,728
GRANT	91	199	\$23,010	STARK	933	1,728	220,060
GRIGGS	76	138	\$16,109	STEELE	30	72	8,884
HETTINGER	61	154	\$17,731	STUTSMAN	840	1,428	172,163
KIDDER	61	123	\$13,590	TOWNER	62	143	16,178
LAMOURE	66	135	\$15,135	TRAILL	201	400	45,813
LOGAN	47	103	\$12,141	WALSH	365	812	90,819
MCHENRY	209	405	\$45,123	WARD	2,203	4,429	513,516
MCINTOSH	72	126	\$12,135	WELLS	164	306	33,589
				WILLIAMS	762	1,559	192,953
				TOTAL	25,457	53,547	\$6,377,528

* This column reflects the number of cases that participated during the reporting month.

** This column reflects the number of persons that participated during the reporting month.

FOSTER CARE / IN-HOME

CASE LOADs January 2018

CASE LOADS TOTALS = 79 (75 end of month)

41 Foster care – (Foster care is counted by child)

21- Children in foster homes/PATH 8-Group Care/PRTF 12 -Relative Care

38 In-Home Cases, ICPC, Home Studies and Courtesy Case management

2017	Opened	Closed
September	7	7
October	14	8
November	3	5
December	8	9
2018		
January	4	5

2017						2018					
July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
79	84	83	91	84	85	79					

	2017					2018	
KC	Aug	Sep	Oct	Nov	Dec	Jan	
Foster Care	6	7	12	11	11	6	
In-Home	9	8	7	7	8	7	
Total	15	15	19	18	19	13	
JD	Aug	Sept	Oct	Nov	Dec	Jan	
Foster Care	10	10	11	10	8	7	
In-home	5	5	4	5	5	5	
Total	15	15	15	15	13	12	

RS	Aug	Sept	Oct	Nov	Dec	Jan
Foster Care	6	5	5	5	7	7
In-Home	9	9	9	9	8	8
Total	15	14	14	14	15	15

DN	Aug	Sept	Oct	Nov	Dec	Jan
Foster Care	12	12	11	8	10	9
In-Home	3	3	6	4	4	4
Total	15	15	17	12	14	13

JW	Aug	Sept	Oct	Nov	Dec	Jan
Foster Care	7	7	9	8	9	11
In-Home	7	8	7	8	6	5
Total	14	15	16	16	15	16

TM	Aug	Sept	Oct	Nov	Dec	Jan
In-Home	8	6	6	6	7	7
Foster Care				1	1	1
Total	8	6	7	7	7	8

NA	Aug	Sept	Oct	Nov	Dec	Jan
In Home	1	1	2	2	2	2
Foster Care	1	1	2	1	0	0
Total:	2	3	3	2	2	2

Children and Family Services Unit – Parent Aide Caseload

DH	Aug	Sept	Oct	Nov	Dec	Jan
	13	9	11	10	10	11

BH	Aug	Sept	Oct	Nov	Dec	Jan
	4	4	5	6	5	5

Monthly Child Protection Assessments (Full & ATP)

2016

January- 44
February- 47
March- 44
April- 36
May- 53
June- 38
July- 45
August- 38
September- 45
October- 48
November- 49
December- 35

2017

January- 59
February- 48
March- 55
April- 45
May- 68
June- 47
July-37
August-48
September- 52
October- 52
November-64
December-54

2018

January- 51

Morton County Child Protection Reports January 1 to January 31st

- 92 total reports were received in January, 36 Administratively Assessed (AA), 5 Administrative Referrals (AR), and 9 Assessment Terminated in Progress (ATP).

*Total number of 960 reports of abuse (includes physical, sexual)- 21

*Total number of 960 reports of neglect (includes educational, domestic violence, prenatal exposure)- 71

-42 of the 76 reports became part of a full assessment.

- Courtesy interview for Ward County of 2 children in Glen Ullin

- 1 neglect report concerned supervision in a daycare with 9 children

Beginning Jan. caseload-

Opened/closed-Jan. 1- Jan. 31st

Jenny Wetsch- (6-ATP, 1-full, 4 AA)	Opened-36-(AA), 5- (AR), 3- (ATP) Closed- 5-(ATP), 29- (AA), 5-(AR) End- 4- (ATP), 1- (full), 7- (AA)
CPS Worker (KO)- 20	Opened- 12, Closed- 5, End-27
CPS Worker (VZ)- 27	Opened 7, Closed- 8, End- 25
CPS Worker (RB)- 21	Opened-11, Closed- 15, End- 17
Part-time CPS Worker (TM)- 11	Opened 3, Closed- 2, End- 12

Dennis Meier

From: Reiser, Steve J. <sreiser@nd.gov>
Sent: Friday, February 16, 2018 8:58 AM
To: Dennis Meier
Subject: Numbers for contract

Dennis,

Here is what I am thinking for a cost per hour for the foster care licensing.

Salary	\$26.58 per hour
Benefits	\$9.95 per hour
Indirect costs	\$3.47 per hour
Total	\$40 per hour

Let me know what you think.

Steven J. Reiser
Dakota Central Social Services