

**Three Rivers Human Service Zone Board  
Meeting Agenda  
Three Rivers Human Service Zone 1<sup>st</sup> Floor Conference Room  
Mandan Office  
210 2<sup>nd</sup> Ave. NW Mandan  
10:00 AM – June 15, 2023**

**Meeting Call to Order:**

**Roll Call:**

**Approval of Agenda**

**Approval of Minutes from May 18, 2023**

**Review and Approval of June 2023 Bills:**

**Budget Review**

**Zone Program Stats**

**Zone Fiscal Year and Salary Increase Updates**

**Staff Open Positions**

**Other:**

**Next Meeting: July 20, 2023 – 10 AM, Mandan**

**Three Rivers Human Service Zone Board  
Meeting Minutes  
Three Rivers Human Services Board Room  
Mandan  
210 2<sup>nd</sup> Ave NW  
10:00 AM – June 15, 2023**

**Meeting Call to Order:**

- Dennis called meeting to order at 10:04 AM

**Roll Call:**

**Mandan:** Dennis Meier, Jackie Buckley, Rosemary Lawson, Lori Flaten

**Carson:** Marty Meyer, Charlie Steinkuehler

**Fort Yates:**

**Others present:** Vince Gillette, Jodie Leier, Mandy Garrett, Jenny Wetsch, Natalie Anderson

**Approval of Agenda**

- Moved by Charles Steinkuehler, seconded by Rose Mary Lawson to approve the agenda as presented. Motion carried.

**Approval of Minutes from May 18, 2023**

- Moved by Jackie Buckley seconded by Charles Steinkuehler to approve the minutes from May 18, 2023. Motion carried.

**Review and Approval of June 2023 Bills:**

- Jackie Buckley and Charles Steinkuehler came early to review the bills.
- Moved by Jackie Buckley seconded by Charles Steinkuehler 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	A	A
Marty Meyer	P (Phone)	Y
Charlie Steinkuehler	P	Y
Ken Snider	A	A
John Pretty Bear	A	A
Dennis Meier	P	Y

**Budget Review**

- Following the Recalculation for 2023, our second payment for the year was decreased by a little over \$100,000, coming July 1.
- Dennis reported, the TRHSZ is still under budget for the first half of 2023.

### Zone Program Stats

#### Vince - Three Rivers Human Service Zone Tribal Liaison Report for June 2023

- The state is no longer reporting Covid numbers as the Pandemic ended in May.
- There are approximately 120ish SRST foster children placed in ND foster homes that he helps to facilitate visits. 38 of these children are SD Foster Care Placements.
- Standing Rock currently has 47 ND IV-E cases and 38 SD IV-E in ND Foster Homes.
- Vince continues to attend monthly TEAMS meetings with the ND CFS, SD CFS, Tribal and Zone Staff throughout the state who have tribal foster care placement in their foster homes.
- There are separate meetings for Licensure of Foster homes, Tribal Foster children in Zone homes, case management monthly training and a state IV-E and Tribal IV-E eligibility meeting.
- Vince continues to help facilitate visits for 100+ children placed in zones across the state.
- Vince provides research for the Zone Medicaid issues with the foster children who have unpaid bills. He works with Medicaid and the facilities to get them paid. He also works to get SD foster children on ND Medicaid and talking with business offices of medical facilities to clear up the non-payment issues.
- Vince will be attending the ICWA conference in July at Turtle Mountain.
- Vince is setting up IV-E Administrative reimbursement training for the Turtle Mountains and Spirit Lake tribes for them to start accessing IV-E admin reimbursement. This is an uncapped reimbursement based on eligible IV E Admin expenses. Both TMSS and SLTSS requested onsite training. This is on top of FMAP monies. He is in the process of setting up the training dates.
- Vince has been offering help to the MHA nation with their FMAP funding for the 2021-2023 biennium. It hadn't been completed to date with June 30<sup>th</sup> being the submission deadline. The director has been out of the office for a duration of time which has postponed them connecting. This money will return to the ND General fund if not applied for.
- Vince has been assisting Burleigh HSZ with transportation for their foster children as they have been shorthanded. Vince assisted with 10 transports of children to therapies and school so far this month.
- Vince also reviews the indirect billing for Fort Yates since we went to a zone in 2020. He prepares their indirect vouchers and submits them to the auditor for payment.
- Vince may begin assisting standing Rock Child Protection (SRCP) with foster child visits. The MOU must be reinstated before this can become official. Dennis and Vince plan to follow up with the director of SRCP to discuss the MOU.

#### Mandy Garrett – Income Maintenance/Eligibility Supervisor

- Three Rivers Zone Office Information
  - Valerie Thomsen is moving into Swim Lane Three (Medicaid, SNAP and LiHeap) while Amy Isas is moving into the Call Center.
  - We have two current openings; one is for a Support Specialist, and one is for the Team Lead position of which Danielle Thurston resigned.
  - The office is planning an appreciation lunch for all staff within our Zone offices on July 18.
- Region 3 Information

- State has redistributed a backlog of cases from region 4 to be worked across the state. (Workers did notice a significant increase in work with applications dated back into March from Region 4).
- LIHEAP program has closed for the year.
- There will be changes implemented to the Medicaid Program now that the Pandemic has ended.
- SNAP continues to see a large amount of expedites.
- TANF program continues to assist Region 4.
- Call Center Information (Statewide)
  - May Stats
    - Tier, one calls taken for month 27,752.
    - Tier Two calls for the month 6,647.
    - 24% of the calls go to Tier Two.
    - The top 10 call takers for the month had Shari Snider, Valerie Thomsen and Melodie Lee from our zone.
- Support Specialist (Statewide)
  - Continue to stay caught up registering applications and uploading information for the Eligibility Workers across the state.

#### Jenny Wetsch – Child Protection

- See the attached Statistical information which was presented during the meeting.
  - 76 total reports in 05/2023. 0 Reports in Grant County and 0 Reports for Sioux County.
    - 37 assigned as Full
    - 7 ATP Assessments
    - 32 Administratively Assessed or Administrative Referrals
    - 1 Alt Response
    - 1 Child Sex Cases
    - 1 Prenatal Drug Cases
    - 0 Courtesy Interview Requests from other zones or Law Enforcement
    - 1 Conflict cases for another Zone

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

- See the attached statistical information which was presented during the meeting.
- Currently we have 74 cases.
  - 53 Foster Care
  - 21 In-Home Cases, ICPC, Courtesy Case Management & Home Study's
- Lexi Eldridge's old position has been reclassified to a FSS for CPS due to low numbers in the Foster Care/In Home unit.

#### Zone Fiscal Year and Salary Increase Updates

- Gallagher's Equity Study results will be known soon. The goal is for the equity increase to take place before the legislative increase.
- We are waiting for more information on how the Equity payments are going to be implemented and expect to hear within the next week.
- The goal of the state is to have the zone salary adjustment to coincide with the state which is July 1<sup>st</sup>.
- Dennis is meeting with the Morton County Commission to discuss the salary year change proposal.

**Other**

- **Dennis explained the transition of Indirect costs turning into Direct costs for the 2024 budget.**
- **We requested \$45,000 for a vehicle upgrade as we have one vehicle that will be reaching higher miles during this next year.**
- **Discussion was held on our Zone budget being way lower than those of comparable size due to lower salaries from previous commissions and good stewardship of funds.**

**Adjourn:**

- **Moved by Charles Steinkuehler, seconded by Marty Meyer to adjourn the meeting. Motion carried.**

**Next meeting July 20, 2023 – 10 AM, Mandan**

**Respectfully Submitted,**

A handwritten signature in black ink, appearing to read 'Jodie Leier', written in a cursive style.

**Jodie Leier**

**Fiscal Services**

**Three Rivers Human Service Zone**

**THREE RIVERS HUMAN SERVICE ZONE  
MONTHLY BILLING APPROVAL SHEET**

For Month of: June 2023

<b>VENDOR</b>	<b>AMOUNT</b>	
Hanson, Kim	\$ 8.94	
Hanson, Kim	\$ 10.50	
ITD (Carson)	\$ 5.00	
ITD (Ft Yates)	\$ 20.00	
ITD (Mandan)	\$ 330.00	
Keegan, Nicole	\$ 14.42	
Pratt, Keyona	\$ 10.32	
Pratt, Keyona	\$ 22.41	
Preble	\$ 95.00	
Preble	\$ 100.00	
Sioux County Auditor	\$ 1,840.90	
Standing Rock Telecom	\$ 78.15	
Sure Shred	\$ 47.10	
West River Conference of SW	\$ 140.00	
Credit Card (Leier)	\$ 3,770.92	
WEX Card	\$ 208.30	
Jackie Buckley	\$ 5.25	\$ 50.00
RoseMary Lawson	\$ 58.95	\$ 50.00
Lori Flaaten	\$ 9.17	\$ 50.00
Heidi Peltz	\$ 64.19	\$ 50.00
John Pretty Bear	\$ 82.53	\$ 50.00
Marty Meyer	\$ 89.08	\$ 50.00
Ken Snider	\$ 78.60	\$ 50.00
Charles Steinkuehler	\$ 77.29	\$ 50.00
Subtotal:	\$ 7,167.02	\$ 400.00
TOTAL:	\$ 7,567.02	
APPROVALS:		
_____	_____	_____
_____	_____	_____
_____	_____	_____
DIRECTOR:	_____	

**Morton County**

**Expenditure Report with Detail Options**

Fiscal Year: 2023-2023

From Date: 5/1/2023

To Date: 5/31/2023

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

Exclude PR encumbrance  Include pre encumbrance  Print accounts with zero balance

Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
<b>SOCIAL WELFARE FUND</b>							
207.450.6101 / SALARIES	\$22,755.80	\$0.00	\$359,204.05	\$118,490.35	\$0.00	\$240,713.70	32.99%
207.450.6103 / TEMPORARY SALARIES	\$465.36	\$0.00	\$20,165.42	\$4,406.39	\$0.00	\$15,759.03	21.85%
207.450.6104 / LEAVE PAYOUTS	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
207.450.6111 / ON CALL SALARIES	\$0.00	\$0.00	\$1,520.00	\$0.00	\$0.00	\$1,520.00	0.00%
207.450.6121 / PAID OVERTIME	\$0.00	\$0.00	\$10,000.00	\$0.00	\$0.00	\$10,000.00	0.00%
207.450.6211 / HEALTH INSURANCE	\$4,164.26	\$0.00	\$74,956.68	\$24,225.93	\$0.00	\$50,730.75	32.32%
207.450.6221 / FICA MATCH	\$1,661.73	\$0.00	\$30,668.05	\$8,754.43	\$0.00	\$21,913.62	28.55%
207.450.6300 / NDPERS DEF. BENEFIT	\$3,244.94	\$0.00	\$53,955.48	\$16,898.69	\$0.00	\$37,056.79	31.32%
207.450.6324 / PROFESSIONAL ASSOCIATIONS	\$0.00	\$0.00	\$200.00	\$0.00	\$0.00	\$200.00	0.00%
207.450.6339 / MEMBERSHIPS & REGISTRATIONS	\$215.00	\$0.00	\$7,800.00	\$415.00	\$0.00	\$7,385.00	5.32%
207.450.6341 / TRAVEL EXPENSE	\$0.00	\$0.00	\$49,500.00	\$3,594.51	\$0.00	\$45,905.49	7.26%
207.450.6360 / MOBILE COMMUNICATIONS	\$760.81	\$0.00	\$1,200.00	\$3,046.04	\$0.00	(\$1,846.04)	253.84%
207.450.6383 / PUBLISHING & PRINTING	\$0.00	\$0.00	\$4,500.00	\$9.02	\$0.00	\$4,490.98	0.20%
207.450.6401 / OFFICE MATERIALS	\$699.65	\$0.00	\$5,000.00	\$2,218.42	\$0.00	\$2,781.58	44.37%
207.450.6651 / CAPITAL OUTLAY-EQUIPMENT	\$292.84	\$0.00	\$4,400.00	\$292.84	\$0.00	\$4,107.16	6.66%
207.450.6805 / SAFETY/PERMANENCY FUNDS	\$18.61	\$0.00	\$0.00	\$18.61	\$0.00	(\$18.61)	0.00%
207.450.6827 / TERMINAL COST	\$160.00	\$0.00	\$500.00	\$640.00	\$0.00	(\$140.00)	128.00%
207.451.6101 / SALARIES	\$94,847.60	\$0.00	\$1,212,759.60	\$468,248.09	\$0.00	\$744,511.51	38.61%
207.451.6121 / OVERTIME PAY	\$116.08	\$0.00	\$0.00	\$321.67	\$0.00	(\$321.67)	0.00%
207.451.6211 / HEALTH INSURANCE	\$19,914.10	\$0.00	\$318,057.84	\$103,833.14	\$0.00	\$214,224.70	32.65%
207.451.6221 / FICA MATCH	\$6,678.06	\$0.00	\$92,776.13	\$32,921.22	\$0.00	\$59,854.91	35.48%
207.451.6300 / NDPERS DEFINED BENEFIT	\$13,496.69	\$0.00	\$172,939.52	\$66,745.78	\$0.00	\$106,193.74	38.59%
207.451.6341 / TRAVEL EXPENSE	\$0.00	\$0.00	\$3,000.00	\$329.96	\$0.00	\$2,670.04	11.00%
207.451.6360 / MOBILE COMMUNICATIONS	\$26.05	\$0.00	\$500.00	\$78.15	\$0.00	\$421.85	15.63%
207.451.6401 / OFFICE SUPPLIES	\$13.99	\$0.00	\$1,500.00	\$13.99	\$0.00	\$1,486.01	0.93%
207.451.6851 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$0.00	\$11,000.00	\$0.00	\$0.00	\$11,000.00	0.00%

**Morton County**

**Expenditure Report with Detail Options**

Fiscal Year: 2023-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Mask: ????????

Exclude PR encumbrance  Include pre encumbrance  Print accounts with zero balance

Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
207.451.8927 / TERMINAL COST	\$105.00	\$0.00	\$2,000.00	\$425.00	\$0.00	\$1,575.00	21.25%
207.452.8101 / SALARIES	\$43,763.20	\$0.00	\$573,430.11	\$213,204.80	\$0.00	\$360,225.31	37.18%
207.452.8104 / LEAVE PAYOUTS	\$0.00	\$0.00	\$0.00	\$10,421.15	\$0.00	(\$10,421.15)	0.00%
207.452.8111 / STANDBY SALARIES	\$850.00	\$0.00	\$0.00	\$4,300.00	\$0.00	(\$4,300.00)	0.00%
207.452.8121 / OVERTIME PAY	\$0.00	\$0.00	\$0.00	\$2,150.35	\$0.00	(\$2,150.35)	0.00%
207.452.8211 / HEALTH INSURANCE	\$4,825.51	\$0.00	\$84,072.24	\$28,772.55	\$0.00	\$57,299.69	31.84%
207.452.8221 / FICA MATCH	\$3,294.89	\$0.00	\$43,887.40	\$16,926.81	\$0.00	\$26,940.59	38.59%
207.452.8300 / NDPERS DEFINED BENEFIT	\$8,240.62	\$0.00	\$81,771.12	\$30,402.95	\$0.00	\$51,368.17	37.18%
207.452.8339 / MEMBERSHIPS, REGISTRATIONS & SUBSCR	\$0.00	\$0.00	\$0.00	\$69.00	\$0.00	(\$69.00)	0.00%
207.452.8341 / TRAVEL EXPENSE	\$382.68	\$0.00	\$7,800.00	\$3,043.97	\$0.00	\$4,756.03	39.03%
207.452.8360 / MOBILE COMMUNICATIONS	\$0.00	\$0.00	\$3,120.00	\$0.00	\$0.00	\$3,120.00	0.00%
207.452.8401 / OFFICE SUPPLIES	\$65.98	\$0.00	\$1,000.00	\$118.70	\$0.00	\$881.30	11.87%
207.452.8651 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$0.00	\$8,800.00	\$0.00	\$0.00	\$8,800.00	0.00%
207.452.8913 / HIGH RISK DAY CARE	\$0.00	\$0.00	\$17,250.00	\$4,752.00	\$0.00	\$12,498.00	27.55%
207.452.8927 / TERMINAL COST	\$50.00	\$0.00	\$500.00	\$190.00	\$0.00	\$310.00	38.00%
207.453.8101 / SALARIES	\$24,840.00	\$0.00	\$385,041.78	\$123,687.11	\$0.00	\$261,354.67	32.12%
207.453.8111 / STANDBY SALARIES	\$550.00	\$0.00	\$0.00	\$2,500.00	\$0.00	(\$2,500.00)	0.00%
207.453.8211 / HEALTH INSURANCE	\$2,743.38	\$0.00	\$57,908.12	\$13,716.90	\$0.00	\$44,189.22	23.69%
207.453.8221 / FICA MATCH	\$1,864.33	\$0.00	\$29,455.70	\$9,263.31	\$0.00	\$20,192.39	31.45%
207.453.8300 / NDPERS DEFINED BENEFIT	\$3,542.20	\$0.00	\$54,908.97	\$17,637.85	\$0.00	\$37,269.12	32.12%
207.453.8339 / MEMBERSHIPS, REGISTRATIONS & SUBSCR	\$0.00	\$0.00	\$0.00	\$449.07	\$0.00	(\$449.07)	0.00%
207.453.8341 / TRAVEL EXPENSE	(\$292.41)	\$0.00	\$2,500.00	\$227.33	\$0.00	\$2,272.67	9.09%
207.453.8360 / MOBILE COMMUNICATIONS	\$0.00	\$0.00	\$2,070.00	\$0.00	\$0.00	\$2,070.00	0.00%
207.453.8401 / OFFICE SUPPLIES	\$76.98	\$0.00	\$0.00	\$226.96	\$0.00	(\$226.96)	0.00%
207.453.8651 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$0.00	\$6,800.00	\$0.00	\$0.00	\$6,800.00	0.00%
207.453.8927 / TERMINAL COST	\$45.00	\$0.00	\$300.00	\$170.00	\$0.00	\$130.00	56.67%
207.455.8101 / SALARIES	\$6,555.20	\$0.00	\$61,631.29	\$27,365.80	\$0.00	\$34,265.49	44.40%

**Morton County**

**Expenditure Report with Detail Options**

Fiscal Year: 2023-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Mask: ????????

Exclude PR encumbrance  Include pre encumbrance  Print accounts with zero balance

Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
207.455.6211 / HEALTH INSURANCE	\$3,503.01	\$0.00	\$7,935.00	\$10,410.65	\$0.00	(\$2,475.65)	131.20%
207.455.6221 / FICA MATCH	\$438.56	\$0.00	\$4,714.79	\$1,910.94	\$0.00	\$2,803.85	40.53%
207.455.6300 / NDPERS DEFINED BENEFIT	\$934.78	\$0.00	\$8,788.62	\$3,902.37	\$0.00	\$4,886.25	44.40%
207.455.6341 / TRAVEL EXPENSE	\$38.19	\$0.00	\$500.00	\$48.69	\$0.00	\$451.31	9.74%
207.455.6360 / MOBILE COMMUNICATIONS	\$0.00	\$0.00	\$1,020.00	\$0.00	\$0.00	\$1,020.00	0.00%
207.455.6401 / OFFICE SUPPLIES	\$113.34	\$0.00	\$300.00	\$145.54	\$0.00	\$154.46	48.51%
207.455.6651 / CAPITAL OUTLAY-EQUIPMENT	\$0.00	\$0.00	\$2,200.00	\$0.00	\$0.00	\$2,200.00	0.00%
207.455.6677 / TERMINAL COST	\$5.00	\$0.00	\$500.00	\$35.00	\$0.00	\$465.00	7.00%
207.456.6101 / SALARIES	\$2,154.54	\$0.00	\$37,190.93	\$10,231.83	\$0.00	\$26,959.10	27.51%
207.456.6211 / HEALTH INSURANCE	\$985.36	\$0.00	\$7,935.00	\$4,797.58	\$0.00	\$3,137.42	60.46%
207.456.6221 / FICA MATCH	\$105.09	\$0.00	\$2,845.11	\$470.39	\$0.00	\$2,374.72	16.53%
207.456.6300 / NDPERS DEFINED BENEFIT	\$307.25	\$0.00	\$5,303.43	\$1,459.08	\$0.00	\$3,844.35	27.51%
207.456.6360 / MOBILE COMMUNICATIONS	\$0.00	\$0.00	\$990.00	\$0.00	\$0.00	\$990.00	0.00%
207.457.6101 / SALARIES	\$0.00	\$0.00	\$400.00	\$50.00	\$0.00	\$350.00	12.50%
207.457.6221 / FICA MATCH	\$0.00	\$0.00	\$30.60	\$3.83	\$0.00	\$26.77	12.52%
207.457.6341 / TRAVEL EXPENSE	\$214.84	\$0.00	\$4,828.00	\$885.91	\$0.00	\$3,942.09	17.94%
207.459.6611 / EXPERT/PROFESSIONAL WITNESS FEES	\$0.00	\$0.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
207.481.6805 / SAFETY/PERMANENCY FUNDS	\$1,127.84	\$0.00	\$15,000.00	\$5,171.88	\$0.00	\$9,828.12	34.48%
207.482.6499 / MISCELLANEOUS EXPENSE	\$182.58	\$0.00	\$7,800.00	\$496.40	\$0.00	\$7,303.60	6.36%
207.482.6804 / GA BURIALS	\$3,800.00	\$0.00	\$30,000.00	\$10,857.40	\$0.00	\$19,142.60	36.19%
<b>Total For SOCIAL WELFARE</b>	<b>\$282,754.31</b>	<b>\$0.00</b>	<b>\$4,010,906.98</b>	<b>\$1,414,379.33</b>	<b>\$0.00</b>	<b>\$2,596,527.65</b>	<b>35.26%</b>

**Morton County**

**Expenditure Report with Detail Options**

Fiscal Year: 2023-2023

From Date: 5/1/2023

To Date: 5/31/2023

Account Mask: *mmmmmm*

Exclude PR encumbrance  Include pre encumbrance  Print accounts with zero balance

Account Number / Description

	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
<b>Grand Total:</b>	\$282,754.31	\$0.00	\$4,010,906.98	\$1,414,379.33	\$0.00	\$2,596,527.65	35.26%

End of Report

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There are approx. 120ish SRST foster children placed in ND foster homes that I help facilitate visits . 38 of these placements are SD IV E foster cases, 47 ND Tribal IV E cases and 180+ tribal 638 foster care placements. It's hard to get a firm number because Zones do not license Foster Homes anymore, so Zone workers don't know who is in their foster homes. These numbers do not show up in ND statistics, because we are only concerned with the foster children where a ND agency is the legal custodian. Standing Rock currently has 47 ND IV E cases and 38 SD IV E case placed in ND foster homes.

I continue to attend monthly TEAMS meeting with the ND CFS, SD CFS, Tribal and Zone Staff throughout the state, who have tribal foster care placement in their foster homes. There are separate meetings for Licensure of foster homes, Tribal foster children placed in Zone Foster homes, A case management monthly training and a state IV E and Tribal IV E eligibility meeting. I help facilitate visits for approx. 100+ children between zones SW and Zone foster homes and group facilities. Answer questions for foster parents about various topics. I spend a lot of time with Medicaid issues with the foster kids Medicaid, bills not being paid, getting SD foster kids on ND Medicaid and talking with business offices of medical facilities clearing up nonpayment issues. I have been assigned the FC Medicaid payment issues for the whole human service zone. I also sit on the planning committee for the ICWA conference, this involves TEAMS meeting setting up the conference, speakers etc. The conference is being held in the Turtle Mountains this year and is being planned as an in-person conference, July, 2023.

I'm in the process of setting up IV E Admin reimbursement training for Turtle Mountain and Spirit Lake, so they can start accessing IV E admin Reimbursement. This is an un capped reimbursement based on eligible IV E Admin expenses. Both TMSS and SLTSS requested

onsite training on IV E reimbursement. They are both looking at filing for IV E reimbursement, which would be an additional money on top of the FMAP. We are trying to get some dates.

I sent an email offering to help MHA nation with their FMAP reimbursement for the 21-23 biennium because I know it wasn't completed yet. June 30<sup>th</sup> is submission deadline. The director is currently on Maternity leave.

I have assisted the following Reservations receive FMAP funding for the 2021-2023 biennium. Standing Rock CPS; \$206,909, Spirit Lake Child Welfare \$312, 849; Turtle Mountain Child Welfare; \$518,020, for a grand total of \$1,037,778.00 for the 21-23 Biennium. MHA has \$277,225.00 that goes back in the North Dakota's general fund if MHA doesn't complete the reimbursement request by June 30, 2023. ND will release the new FMAP amounts that Tribes can claim for expenses during the 23-25 biennium. The FMAP numbers should be coming out shortly for the 23-25 biennium so the process will start over again.

Tribes also can claim IV E admin expenses, but they must submit timely reimbursement requests. They can claim back 7 quarters from the present quarter. I have been talking with them to apply for past year. they have lost 4 quarters or a years' worth of admin expenses because they didn't submit the claims. IV E Admin reimburses about 25% of total admin costs. I continue to try an assist with having tribes submit reimbursement requests for IV E Admin reimbursements.

I have also assisted with Burleigh HSZ with transportation for their foster children because they are shorthanded. I did 10 transports of children to and from therapy appointments, and school this Month. These requests have slowed considerably since the majority of requests were transports to and from school.

I have done the indirect expenses for Sioux County since we went to a zone in 2020, I just keeping forgetting to mention it. I examine the bills, prepare the vouchers, submit them to the Auditor to prepare the checks and pay the bills, about \$6000.00ish a month.

Submit the completed spread sheet to Jodie Leier for her accounting.

*Vincent Gillette*

Vincent N. Gillette  
Tribal Liaison

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# TRHSZ FOSTER CARE / IN-HOME

## CASE LOADs May 2023

**CASE LOADS TOTALS = 74**

**53 Foster care – (Foster care is counted by child)**

**34- foster homes/PATH      3-QRTP/PRTF      14-Relative Care      2-18+**

**21 In-Home Cases, ICPC, Courtesy Case management & Home studies**

	Opened	Closed									
<b>2023</b>											
January	3	3									
February	0	1									
March	5	3									
April	6	3									
May	5	4									
<b>2021 – TRHSZ</b>											
<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
87	92	90	92	89	96	103	104	104	105	100	109
<b>2022- TRHSZ</b>											
<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
103	112	111	107	100	99	94	82	84	79	83	82
<b>2023-TRHSZ</b>											
<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
77	66	72	74	74							

**2023**

<b>KC   SM</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	end			1	1
In-Home				2	2
<b>Total</b>				<b>3</b>	<b>3</b>

<b>LE</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	6	6	6	6	8
In-Home	2	3	5	5	4
<b>Total</b>	<b>8</b>	<b>9</b>	<b>11</b>	<b>11</b>	<b>12</b>

<b>KP</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	5	5	7	7	5
In-Home	3		3	3	2
<b>Total</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>10</b>	<b>7</b>

<b>TM</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	7	5	4	4	4
In-Home	2	2	3	3	4
<b>Total</b>	<b>9</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>

<b>TS</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	2	4	3	4	5
In-Home		2	4	4	3
<b>Total</b>	<b>2</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>8</b>

<b>NK</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	11	12	12	11	11
In-Home	2	1	1	0	1
<b>Total</b>	<b>12</b>	<b>13</b>	<b>12</b>	<b>11</b>	<b>12</b>

<b>JD</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	8	8	8	8	8
In-Home	5	5	5	5	4
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>12</b>

<b>EV</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>April</b>	<b>May</b>
Foster Care	12	10	11	11	11
In-Home	2	1	1	1	1
<b>Total:</b>	<b>14</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>12</b>

**THREE RIVERS HUMAN SERVICE ZONE**

**Child Protection Reports May 1 to May 31st**

-Of the 76 total reports in May, 32 Administratively Assessed (AA)/Administrative Referrals (AR), and 7 Assessment Terminated in Progress (ATP).

Grant County- 0

Sioux County- 0 (non-reservation cases)

- \* Total number of Alternative Response cases- 1
- \* Total number of Child Sexual Behavior (CSB) cases- 1
- \*Total number of Prenatal Exposure (drugs/alcohol)- 1
- \*Total number of courtesy interview requests- 0 from another zone, 0 LE assist
- \* Conflict cases for another Zone- 1

**Beginning May caseload-**

**Opened/Closed- May 1- May 31st-**

CPS Supervisor (JW)- 6	Opened-2, Closed-2, End- 6 (*1 combine)
CPS Worker (KO)- 23	Opened-7, Closed- 12, End-18 (*2 new reports received on open cases)
CPS Worker (AS)- 22	Opened-7, Closed-9, End-20 (*5 new reports received on open cases)
CPS Worker (MH)-29	Opened-8, Closed-11, End-26 (*3 new reports received on open cases)
CPS Worker (BM)- 20	Opened-7, Closed-11, End-16 (*1 new reports received on open case)

**Parent Aide Caseload**

<b>KH -</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>
	17	13	12	12	12	10	13	12	9	10	10	11	13
<b>JA-</b>	<b>May</b>	<b>June</b>	<b>July</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>
	11	10	13	13	11	9	11	7	6	vacant	7	8	10

TOTAL 960 REP (Full, ATP, AA, AR, Combine)

	2021	2022	2023
JANUARY	74	67	90
FEBRUARY	93	83	83
MARCH	107	88	95
APRIL	81	81	86
MAY	85	86	76
JUNE	77	79	
JULY	55	59	
AUGUST	79	74	
SEPTEMBER	93	85	
OCTOBER	74	66	
NOVEMBER	87	71	
DECEMBER	77	71	
YEAR TOTAL	982	910	430

FULL AND ATP (includes combined 960's)

	2021	2022	2023
JANUARY	50	31	53
FEBRUARY	64	41	43
MARCH	69	55	56
APRIL	56	52	53
MAY	58	57	44
JUNE	41	40	
JULY	33	36	
AUGUST	45	39	
SEPTEMBER	50	38	
OCTOBER	50	30	
NOVEMBER	45	43	
DECEMBER	40	40	
YEAR TOTAL	601	502	249

## Three Rivers Human Service Zone- Economic Assistance Report

June 2023

### Three Rivers Zone office information:

- Valerie Thomsen is moving into Swim Lane Three and Amy Isas is moving into Call Center
- Current Opening for Support Specialist
- current opening for Team Lead -Danielle Thurston resigned
- July 18<sup>th</sup> Planning appreciation lunch for all staff within our Zone Offices

### Region 3 Information:

- State started distributing backlog of cases from Region 4 on 5/8/2023 to all Regions across the state
  - Workers did see a significant increase in work with applications dated back into March 2023 from Region 4
- LIHEAP (Fuel Assistance) program has closed for the year
- Medicaid program has a lot of changes and trainings due to PHE unwind
- SNAP program continues to see a large amount of expedited applications
  - Four group 3 (Medicaid/SNAP/Child Care/ TANF Swimlane) workers are assisting Group 2 with applications
  - Roughrider has 5 open positions and 2 of these positions are SNAP application processors in group 2 (Medicaid/SNAP swim lane)- Interviews were completed last week with Jennifer Urness and Roughrider supervisors
  - P-EBT benefits will be issues to families currently on SNAP with children under the age of 5 years old. For other households with children 6 years of age and older do need to apply.
- TANF (Temporary assistance for Needy Families) program continues to assist Region 4 with TANF cases
- Childcare assistance program will no longer be waiving co-pays effective with July 1, 2023

### Call Center information (statewide):

- May 2023 Stats:
  - Tier One calls taken for month- 27,752
  - Tier Two Calls for the month- 6,647
  - 24% of calls go to Tier Two
  - Top 10 Call Takers for month of May- Shari Snider, Melodie Lee and Valerie Thomsen

**Support Specialist (statewide):**

- Continue to stay caught up registering applications and uploading information for Eligibility Workers across the State

**Statewide Processing Time Frames:**

**PROCESSING TIME FRAMES AS OF MAY 31**  
Age of unassigned work items in days

<b>5 days</b>	APPLICATIONS	<b>15 days</b>	CHANGE REPORTS
<b>6 days</b>	SSP APPLICATIONS	<b>16 days</b>	SSP CHANGE REPORTS
<b>5 days</b>	EXPEDITED SNAP APPLICATIONS	<b>12 days</b>	REVIEWS
<b>7 days</b>	EMERGENCY LIHEAP APPLICATIONS	<b>9 days</b>	SSP REVIEWS

The chart shows the age of unassigned work items. The bubble shows the improvement in the number of processing days since the previous available date.

		As of 2.10	As of 3.13	As of 4.10	As of 5.1	As of 5.4	As of 5.12	As of 5.22	As of 5.31	
Applications	Age of unassigned work item in days	60	65	39	21	25	7	7	4	5
SSP Applications	Age of unassigned work item in days	8	-	14	6	5	0	1	5	6
Expedited SNAP Applications	Age of unassigned work item in days	54	59	59	21	25	6	4	4	5
Emergency LIHEAP	Age of unassigned work item in days	21	-	28	38	19	9	15	18	7
Change Reports	Age of unassigned work item in days	38	53	70	61	61	43	45	19	15
SSP Change Reports	Age of unassigned work item in days	60	-	76	83	77	48	14	11	16
Reviews	Age of unassigned work item in days	50	62	34	62	55	43	23	18	12
SSP Reviews	Age of unassigned work item in days	85	-	94	83	41	42	11	21	9