Three Rivers Human Service Zone Board
Meeting Agenda
Three Rivers Human Service Zone 1st Floor Conference Room
Mandan Office
210 2nd 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 Agenda
Three Rivers Human Services Board Room
Mandan
210 2nd Ave NW
10:00 AM – May 18, 2023

Meeting Call to Order:

- Dennis called meeting to order at 10:04 AM

Roll Call:
Mandan: Dennis Meier, Jackie Buckley, Rosemary Lawson, Lori Flaaten, Heidi Peltz
Carson: Charlie Steinkuehler
Fort Yates:

Others present: Jodie Leier, Jenny Wetsch, Natalie Anderson, Vince Gillette (online)

Approval of Agenda

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

Approval of Minutes from April 20, 2023

- Moved by Charlie Steinkuehler seconded by Lori Flaaten to approve the minutes from April 20, 2023. Motion carried.

Review and Approval of May 2023 Bills:

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

Budget Review

- So far CY 2023 we are currently under budget.

- Dennis Meier and Jodie Leier worked with Jason Coffey on the 2023 Budget Recalc. The recalculation will decrease the second 2023 payment by over $100.000. If we do go over the new budgeted amount, we could tap into our reserve funding.

Zone Program Stats

Three Rivers Human Service Zone Tribal Liaison Report for May 2023, presented by Vince Gillette.

- Standing Rock Covid numbers as of May 4, 2023. There are 7 active cases on Standing Rock, Morton has 5, Grant has 0 and Burleigh has 36 according to the ND Dept of Health. There are 182 new cases statewide. At this time last year there were 316 active cases statewide. The Covid Pandemic ended effective the close of business, May 11, 2023 by the US Dept of Health and Human Services.
- There are 55 ND Active IV-E Tribal children and 180+ Tribal 638 foster care placements.
- DHS has not sent out any current dollar amounts spent on SRST IV-E since November 2022.
- Vince continues to attend the monthly TEAMS meeting with the ND CFS, SD CFS, Tribe, and Zone Staff throughout the state who have tribal foster care placements in their foster homes. There is a separate meeting for Licensure of Foster Homes, Tribal Foster Children placed in Zone Foster Homes, a case management monthly training and a State and Tribal IV E eligibility meeting. Vince helps to facilitate visits for 75 children between Zones and foster facilities. He also answers questions for the foster parents about various topics.
- Vince sits on the planning committee for the yearly ICWA Conference. This year is planned as Face to Face and is being held in the Turtle Mountains in the summer of 2023.
- Vince has been meeting with Dean Sturn, DHS, the State, Federal and Casey Program that provide technical assistance to the tribes. From this meeting TRHSZ has agreed to provide technical assistance to the Native American Training Institute to help train their IV-E Specialist.
- Vince did onsite technical assistance for Spirit Lake Social Services on Monday, February 6 and for Turtle Mountain on Tuesday, February 7. Two Native American Training Institute staff were at the presentations. Both TMSS and SLTSS requested the onsite training for the IV-E program. They are working on additional dates to have more training.
- Vince has assisted Standing Rock, Spirit Lake, and Turtle Mountain help with their FMAP reimbursement capturing a grand total of $1,037,778.00 for the 2021-23 Biennium. MHA will lose $277,225.00 to ND's General Fund if they do not complete the requested paperwork by June 30, 2023.
- Tribes also can claim IV-E Admin expenses as far back as 7 quarters.
- Vince has been assisting Burleigh County with transportation for Foster Care due to their staff shortage. He has done 18 assists in the last month.

Mandy Garrett – Income Maintenance/Eligibility Supervisor

- See the attached complete report on Income Maintenance cases and programs.
    - There is currently no backlog for our region, Region 3. Includes Dakota Central, TRHSZ, Roughrider, Burleigh, and Southwest.
    - The state started redistributing backlog cases from Region 4 (Cass County) on 5/8/23 to all regions across the state
        - Workers did see a significant increase in work with applications dated back to March 2023 from Region 4.
    - LIHEAP is nearing the end of the season on 5/31/23.

- Medicaid has started the PHE unwind process; June will be the first month we can start closing cases when the program requirements are not met.
- SNAP is seeing a large number of expedited applications and not enough workers to process cases in Group 2.
  - Looking at possibly moving a group 3 worker into group 2 to assist.
  - Roughrider has 5 open positions and 2 of these are in the SNAP processors in Group 2.
- TANF program is also assisting Region 4 (Cass) for the last several months and has seen an increase in work due to program changes.
- Childcare Assistance program has not seen any changes.
- Call Center has Supervisors and a Team Lead training the Tier 1 staff (temporary call center staff).
- At the State Supervisor's meeting on 5/10/23 the Call Center reported that they had820 calls received that day and only missed 20 calls with the longest wait time being 33 seconds.
- Three Rivers staff do on occasion sit with without work so they are assisting the call center with emails from the Central email box.
- The SNAP program held a meeting last week to discuss bringing the issuance of EBT cards back to our office. They will think about this. This is an issue that needs to have a legislator use their connections to move this process to the front.

Jenny Wetsch – Child Protection

- See the attached Statistical information which was presented during the meeting.
  - 86 total reports in April. 2 Reports in Grant County. 0 Reports in Sioux County
    - 51 assigned as Full Assessments
    - 2 ATP Assessments
    - 33 Administratively Assessed or Administrative Referrals
    - 1 Alt Response
    - 2 Child Sex Cases
    - 0 Prenatal Drug Cases
    - Total number of courtesy interview requests-0 from other zones and 1 LE assist
    - 0 Conflict case for another zone
- Parent Aid caseloads increased by 2. They are also helping with Burleigh County child transports.

Natalie Anderson – Foster Care/In Home/FP Licensing

- See the attached statistical information which was presented during the meeting.
- Currently we have 74 cases.
  - 52 Foster Care (33 Foster homes/PATH, 2 QRTP/PRTF, 15 Relative Care, 2 in the 18+)
  - 23 In-Home Cases, ICPC, Courtesy Case Management & Home Study's
- Cases have gone down by 32. This is in part due to many sibling groups being adopted and kids returning home.
- Sara Moran started on March 27 but has decided to return to her former employer and Lexi Eldridge has accepted a position at Burleigh County. These jobs have been posted. It would be nice if the Zones had an exit interview process. Dennis explained the way we are going to request filling these positions as 60/40 positions. Meaning, that 60% of their time will be Foster Care and 40% of their time will be CPS due to the shift in Cases due to the Safety Framework Process Model. We are seeing increased CPS cases with decreased Foster Care/In Home cases.
- Our workers have been helping Burleigh with transports and helping our CPS unit when needed.

- We have hired our first paid internship. Kylie Dosch is doing her field placement for 5 weeks. She began on Monday, May 15th.

Legislative Bills:

- SB 2012 DHS and Zone Budget approval with 200 million for zones. The next biennium provides a 6% and 4% salary increase. We can use the previous evals from earlier this year for July's increase unless there have been significant changes in an employee's performance. If there has been changes in performance then a new evaluation will need to be done. Kristen Hasbargen and Aaron Burst will be sending a letter regarding the wage increases to the Auditors and Commissioners explaining the fiscal year changes from January 1 to July 1.
- SB 2139 Pertained to the Indigent Burial. The statewide average for approved burials is 300 a year. A proposal was made for $3500 for cremation and $8500 for regular burials. The legislature passed a blanket $3500 max for all burials.
- HB 1091 Certified Foster Home and Kinship Provider Bill. Certified homes don't have the same requirements as licensed Foster Care Homes. Under this program, the providers can be friends, neighbors or a relative if there is a connection to the child.
- HB 1046 Covers the Zone Indirect and Direct Costs. This pertains to sorting out the indirect costs and sending them to the correct cost pool. A letter will be sent from Kristen Hasbargen in July reminding county auditors of the information they need to provide to Abacus on or before 9/15/2023. If the information is not received by Abacus by 9/15/2023 the county runs the risk of not receiving reimbursement for indirect costs.
- HB 1040 – PERS program is changing from a Defined Benefit program to a Defined Contribution. This change is supposed to take affect January 1, 2024 for all new employees.

Directors Meeting Overview:

- 3.75 million had been recommended for Zone Equity. The plan is for the state to start with the Zones that have the biggest gap for the same job equity. Benefits are not approved but the goal is to make them more equitable.
- Sons of Liberty is an Ultra Conservative Group who are morally and fiscally conservative. Jackie interjected to provide a bit more information on the group. They are Caucus Groups that elect officers in their districts. The districts that are currently involved are 9, 16, 29, 30 and 33.
- Zones are required to have a local legislator on their boards on or before 1/1/2024. A brief discussion among the board members was held as there were suggestions of who may be the most appropriate to solicit for this position at TRHSZ.
- This biennium 90 million has been allocated to Childcare. 15 million to Infant and Toddler Daycare Providers. 20 million will be allocated to increase the utilization of childcare. There will be money available for childcare training and money for seasoned providers to mentor other providers. There will be numerous grants for start-ups and education and management.
    - Should TRHSZ (or other zones) be offering the childcare/employer benefit match for employees geared towards childcare? Dennis should have more information at a future meeting.
- Updates will need to be done for the indigent burial policy.
- Salary increases will be effective July 1st, with more guidance coming from OMB.
- The Fiscal year proposal is set to begin July 1. This does not require approval of the Zone board. This change will be presented to the host county commission.
- Cost Allocation plan requirements will be sent out soon.

- Corey Pederson informed the directors that 22% of Zone custody children have been in custody 2 or more years.
- There is a meeting tomorrow for all Eligibility Workers in the customer support unit. There are issues that have arisen regarding adjusted schedules and other items.
- Adoption and Foster Care Redesign is to begin in the near future. In August the adoption redesign begins and foster care in the first quarter of 2024.
- There was an increase of 39% for shelter care costs from $395 to $555 daily rate. We are hoping that this will bring Youthworks in Bismarck back to the table.
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Other:

- The finalizing of our Zone policy manual is coming out by the end of June.
- Forms will be available on the website.
- Next week we have our first meeting regarding the 2024 budget. Dennis and Jodie will be meeting to do the prep work for this on Monday.
- Natalie and Supervisors across the state are looking at the classifications of why some of the supervisors are HSPA III's vs HSPA IV's when they are doing the same work. This was also brought up at the Director's meeting. Dennis is looking into a reclassification for Jenny and Natalie.

Adjourn:

- Moved by Jackie Buckley, seconded by Lori Flaaten to adjourn the meeting. Motion carried.

Next Meeting: June 15, 2023 – 10 AM, Mandan

Respectfully Submitted,

Jodie Leier
Fiscal Services
Three Rivers Human Service Zone

THREE RIVERS HUMAN SERVICE ZONE

MONTHLY BILLING APPROVAL SHEET

For Month of: June 2023

VENDOR	AMOUNT		
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: _____

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
SOCIAL WELFARE FUND							
207.450.6101 / SALARIES	$22,755.60	$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	$16,896.69	$0.00	$37,058.79	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%
207.450.6363 / 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%
207.450.6905 / SAFETY/PERMANENCY FUNDS	$18.61	$0.00	$0.00	$18.61	$0.00	($18.61)	0.00%
207.450.6927 / TERMINAL COST	$160.00	$0.00	$500.00	$640.00	$0.00	($140.00)	128.00%
207.451.6101 / SALARIES	$94,647.60	$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%
207.451.6651 / CAPITAL OUTLAY-EQUIPMENT	$0.00	$0.00	$11,000.00	$0.00	$0.00	$11,000.00	0.00%

Expenditure Report with Detail Options

Fiscal Year: 2023-2023 From Date: 5/1/2023 To Date: 5/31/2023

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

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Account Number / Description	Expended PTD	Original Budget	Amended Budget	Expended YTD	Encumbered YTD	Unexpended Bal	% Used
207.451.6927 / TERMINAL COST	$105.00	$0.00	$2,000.00	$425.00	$0.00	$1,575.00	21.25%
207.452.6101 / SALARIES	$43,763.20	$0.00	$573,430.11	$213,204.80	$0.00	$360,225.31	37.18%
207.452.6104 / LEAVE PAYOUTS	$0.00	$0.00	$0.00	$10,421.15	$0.00	($10,421.15)	0.00%
207.452.6111 / STANDBY SALARIES	$850.00	$0.00	$0.00	$4,300.00	$0.00	($4,300.00)	0.00%
207.452.6121 / OVERTIME PAY	$0.00	$0.00	$0.00	$2,150.35	$0.00	($2,150.35)	0.00%
207.452.6211 / HEALTH INSURANCE	$4,825.51	$0.00	$84,072.24	$26,772.55	$0.00	$57,299.69	31.84%
207.452.6221 / FICA MATCH	$3,294.89	$0.00	$43,867.40	$16,926.81	$0.00	$26,940.59	38.59%
207.452.6300 / NDPERS DEFINED BENEFIT	$6,240.62	$0.00	$81,771.12	$30,402.95	$0.00	$51,368.17	37.18%
207.452.6339 / MEMBERSHIPS, REGISTRATIONS & SUBSCR	$0.00	$0.00	$0.00	$69.00	$0.00	($69.00)	0.00%
207.452.6341 / TRAVEL EXPENSE	$382.68	$0.00	$7,800.00	$3,043.97	$0.00	$4,756.03	39.03%
207.452.6360 / MOBILE COMMUNICATIONS	$0.00	$0.00	$3,120.00	$0.00	$0.00	$3,120.00	0.00%
207.452.6401 / OFFICE SUPPLIES	$65.98	$0.00	$1,000.00	$118.70	$0.00	$881.30	11.87%
207.452.6651 / CAPITAL OUTLAY-EQUIPMENT	$0.00	$0.00	$8,800.00	$0.00	$0.00	$8,800.00	0.00%
207.452.6913 / HIGH RISK DAY CARE	$0.00	$0.00	$17,250.00	$4,752.00	$0.00	$12,498.00	27.55%
207.452.6927 / TERMINAL COST	$50.00	$0.00	$500.00	$190.00	$0.00	$310.00	38.00%
207.453.6101 / SALARIES	$24,840.00	$0.00	$385,041.78	$123,687.11	$0.00	$261,354.67	32.12%
207.453.6111 / STANDBY SALARIES	$550.00	$0.00	$0.00	$2,500.00	$0.00	($2,500.00)	0.00%
207.453.6211 / HEALTH INSURANCE	$2,743.38	$0.00	$57,906.12	$13,716.90	$0.00	$44,189.22	23.69%
207.453.6221 / FICA MATCH	$1,864.33	$0.00	$29,455.70	$9,263.31	$0.00	$20,192.39	31.45%
207.453.6300 / NDPERS DEFINED BENEFIT	$3,542.20	$0.00	$54,906.97	$17,637.85	$0.00	$37,269.12	32.12%
207.453.6339 / MEMBERSHIPS, REGISTRATIONS & SUBSCR	$0.00	$0.00	$0.00	$449.07	$0.00	($449.07)	0.00%
207.453.6341 / TRAVEL EXPENSE	($292.41)	$0.00	$2,500.00	$227.33	$0.00	$2,272.67	9.09%
207.453.6360 / MOBILE COMMUNICATIONS	$0.00	$0.00	$2,070.00	$0.00	$0.00	$2,070.00	0.00%
207.453.6401 / OFFICE SUPPLIES	$76.98	$0.00	$0.00	$226.96	$0.00	($226.96)	0.00%
207.453.6651 / CAPITAL OUTLAY-EQUIPMENT	$0.00	$0.00	$6,600.00	$0.00	$0.00	$6,600.00	0.00%
207.453.6927 / TERMINAL COST	$45.00	$0.00	$300.00	$170.00	$0.00	$130.00	56.67%
207.455.6101 / SALARIES	$6,555.20	$0.00	$61,631.29	$27,365.80	$0.00	$34,265.49	44.40%

Expenditure Report with Detail Options

Fiscal Year: 2023-2023 From Date: 5/1/2023 To Date: 5/31/2023

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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%
207.455.6927 / 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	$995.36	$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	$865.91	$0.00	$3,962.09	17.94%
207.459.6911 / EXPERT/PROFESSIONAL WITNESS FEES	$0.00	$0.00	$2,500.00	$0.00	$0.00	$2,500.00	0.00%
207.461.6905 / SAFETY/PERMANENCY FUNDS	$1,127.84	$0.00	$15,000.00	$5,171.88	$0.00	$9,828.12	34.48%
207.462.6499 / MISCELLANEOUS EXPENSE	$182.58	$0.00	$7,800.00	$496.40	$0.00	$7,303.60	6.36%
207.462.6904 / GA BURIALS	$3,800.00	$0.00	$30,000.00	$10,857.40	$0.00	$19,142.60	36.19%
Total For SOCIAL WELFARE	$282,754.31	$0.00	$4,010,906.98	$1,414,379.33	$0.00	$2,596,527.65	35.26%

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
Grand Total:	$282,754.31	$0.00	$4,010,906.98	$1,414,379.33	$0.00	$2,596,527.65	35.26%

End of Report

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 30th 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

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
2023		
January	3	3
February	0	1
March	5	3
April	6	3
May	5	4

2021 – TRHSZ

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
87	92	90	92	89	96	103	104	104	105	100	109

2022- TRHSZ

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
103	112	111	107	100	99	94	82	84	79	83	82

2023-TRHSZ

Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
77	66	72	74	74							

	2023				
KC | SM	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	end			1	1
In-Home				2	2
Total				**3**	**3**

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

KP	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	5	5	7	7	5
In-Home	3		3	3	2
Total	**8**	**8**	**10**	**10**	**7**

TM	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	7	5	4	4	4
In-Home	2	2	3	3	4
Total	**9**	**7**	**7**	**7**	**8**

TS	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	2	4	3	4	5
In-Home		2	4	4	3
Total	**2**	**6**	**7**	**8**	**8**

NK	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	11	12	12	11	11
In-Home	2	1	1	0	1
Total	**12**	**13**	**12**	**11**	**12**

JD	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	8	8	8	8	8
In-Home	5	5	5	5	4
Total	**13**	**13**	**13**	**13**	**12**

EV	**Jan**	**Feb**	**Mar**	**April**	**May**
Foster Care	12	10	11	11	11
In-Home	2	1	1	1	1
Total:	**14**	**11**	**12**	**12**	**12**

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

KH -	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
	17	13	12	12	12	10	13	12	9	10	10	11	13

JA-	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
	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 18th 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**

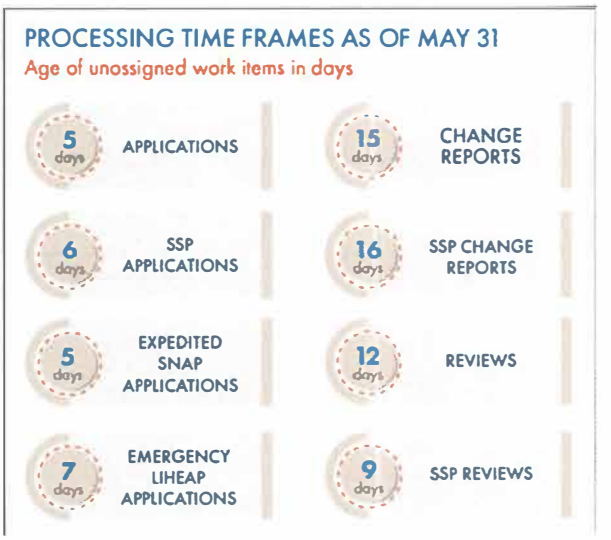
Call Center information (statewide):

- **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:



This chart shows the age of unassigned work items. The bubble shows the improvement in the number of processing days since the earliest available data.			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