

MORTON COUNTY SOCIAL SERVICE BOARD MINUTES

DATE: October 28, 2014

TIME: 10:02 a.m.

BOARD MEMBERS PRESENT: Del Wetsch, Ron Leingang, Andy Zachmeier, Rose Mary Lawson, and Ernie Fitterer

BOARD MEMBERS ABSENT:

OTHERS PRESENT: Mike Bartholomew, Patsi Seerup

The meeting was called to order by Chairperson Del Wetsch. A motion was made by Ernie Fitterer to approve the September 2014 Board Meeting Minutes and October Agenda. Andy Zachmeier seconded the motion. All voted in favor. Motion approved.

OLD BUSINESS:

OFFICE SPACE

Discussion was held regarding the office space needed for the new positions that have been approved in the 2015 Budget.

ECONOMIC ASSISTANCE PROGRAM REVIEW - MEDICAID

MaryLouise Hunke, Paulette Leingang, and Amanda Maskey attended the Board Meeting and presented the Board Members with information regarding the Medicaid Program.

NEW BUSINESS:

COMMUNITY SERVICE REPORT

1. Bonita distributed to the Board Members the Current Case Count through October 28, 2014.
2. Bonita sent agency QSP renewal information to the Department of Human Services.

IMU REPORT

1. Shannen distributed to the Board Members the summary of SNAP statistics for September 2014.
2. The Summary of Case Activity from September 26, 2014 through October 23, 2014 was distributed to the Board Members.
3. The Unduplicated Economic Assistance Caseload Report as of October 1, 2014 was distributed to the Board Members.
4. Shannen distributed the Child Care Assistance Grants Report for September 2014 to the Board Members.
5. Temporary Assistance for Needy Families – TANF program statistics for September 2014 were distributed to the Board Members.
6. Shannen distributed the LIHEAP Statistical Report for September 23, 2014 to the Board Members.

WENDY BENT, HUMAN RESOURCES DIRECTOR

Wendy Bent, Human Resources Director, informed the Board of the need to complete the Director's 2014 performance evaluation. Mike was asked to answer questions relating to his performance in 2014. Mike was then excused from the meeting and the Board discussed the Director's performance and salary. The final evaluation will be completed at the November Board meeting.

BUDGET REVIEW

Mike distributed to the Board Members the Expenditure Guideline for the period January 1, 2014 through September 30, 2014.

DIRECTOR'S REPORT

1. Mike distributed to the Board Members the Children & Family Services Unit Case Manager caseloads from July 1 through October 1; Child Protection Assessments/Caseloads from June 1 through October 1; and the Parent Aide caseload from July 1 through October 1.
2. Mike distributed to the Board Members the Human Services Interim Committee Bills passed to be presented at the 2015 Legislature.
3. Mike informed the Board Members current staffing at WCHSC and services received relating to vulnerable adults is adequate.
4. Mike distributed the SNAP State/County Agreement to the Board Members. The Agreement is between the State of ND and the Morton County Social Service Board, and the County agrees to act in accordance with the provisions of the Food Stamp Act of 1977, as amended, implementing regulations and the FNS-approved State Plan of Operation. The State and Morton County Social Services Board further agree to fully comply with any changes in Federal law and regulations. A motion was made by Andy Zachmeier to approve the Agreement. Ron Leingang seconded the motion. All voted in favor. Motion carried. The Agreement will be presented to the Commission in November, as the agreement requires the signature of the Commission Chair.
5. Mike submitted the Job Description Questionnaires for the Case Management Supervisor and Child Protection Supervisor to the Department of Human Services Human Resources Division for approval. They were approved there and have been forwarded to the state Human Resource Management Services for final approval.
6. Patricia Olson, Eligibility Worker I, is retiring effective November 30th. A motion was made by Rose Mary Lawson to accept her resignation. Ernie Fitterer seconded the motion. All voted in favor. Motion carried.

OCTOBER BILLS

Ron Leingang made a motion to pay the October bills. Andy Zachmeier seconded the motion. All voted in favor. Motion carried.

Andy Zachmeier made a motion to adjourn the meeting. Rose Mary Lawson seconded the motion. All voted in favor. Motion carried.

The next Board Meeting is Tuesday, November 25, 2014, at 10:00 a.m.

Meeting adjourned at 12:30 p.m.

Del Wetsch
Chairperson

Patsi Seerup
Recorder