

Traverse County Board of Commissioners
Social Service Board Minutes
January 16, 2024
9:00 AM

Traverse County Social Services Department
202 8th Street North, Wheaton MN 56296

The regular meeting for the Traverse County Board of Commissioners/Social Service Board was held at the Traverse County Social Services Department, Wheaton, MN on January 16, 2024. Commission Chair, Mark Gail, called the meeting to order at 9:00 AM.

ROLL CALL:

Members Present: Mark Gail, Chair
Jerrel Olson, Vice-Chair
Dwight Nelson
Chad Metz
Kayla Schmitz

Members Absent: None

Other: Stacy Hennen, Director
Kari Rude, Deputy Director
Shelly Staebler, Social Services

CONSENT AGENDA (Routine Actions requiring Board Action):

A. Approval of Agenda, Minutes of Previous Meeting, and Donation(s):

1. Ave Maria Ladies Guild - \$45.00
2. St. John Lutheran Church - \$75.00

Approval of Agenda, Minutes of Previous Meeting and Donations were presented. Upon a motion by Commissioner Schmidt, second by Commissioner Metz, and carried unanimously, the agenda, December minutes, and donations to the agency were approved.

CASELOAD TOTALS: Reviewed.

	12/31/22	12/31/23
Social Services (Workgroups)	61	72
Income Maintenance	734	673
Child Support	60	58
Child Care Assistance - Cases	6	6
Child Care Assistance - Providers	6	4
Totals	867	813

OUT-OF-HOME PLACEMENTS: Reviewed and discussed the placement numbers. There are currently two children using the independent living, 18-21 program; one child placed by corrections; and ten children in placement through child protection. The director talked about the types and kinds of placements we are seeing, and noted that we have been very busy and are trending high in our out-of-home placements, which is the largest indicator of our budget, in terms of unpredictable expenses.

A. Placements:

1. Total - 13
2. Social Services - 12
3. Corrections – 1

FISCAL REVIEW: Reviewed and discussed.

- Cash Balance as of 12/31/2019 - \$1,537,723.92
- Cash Balance as of 12/31/2020 - \$1,721,852.04
- Cash Balance as of 12/31/2021 - \$1,845,760.51
- Cash Balance as of 12/31/2022 - \$2,224,333.68
- Cash Balance as of 12/31/2023 - \$2,199,964.15

DISCUSSION/DECISION:

A. Budget:

1. The December 2023 Financial Summary was reviewed with the board. The deputy director discussed the Traverse budget and how we ended the fiscal year. We ended in the negative, at least for now, before the state auditor finalizes our 2023 financials.

B. DHS Updates:

The director discussed a brief legislative update regarding the Child Protection Task Force. There is a discussion between counties and states regarding Centralized Intake and how it will affect counties and communities. There is also likely to be an advisory board with county commissioners and human services directors. The director noted that she would like to be on the advisory board, since she was on the task force ten years ago and has the historical knowledge, as well as being involved at the current time.

C. Traverse County Updates:

1. Child Support Cooperative Agreement

The director discussed the IV-D Child Support Cooperative Agreement that is renewed every two years with the agency, state, county attorneys, and the Traverse County Sheriff's department. The cooperative agreement is to establish and maintain written cooperative arrangements between the county and other county officials who have a statutory obligation, pursuant to 45 C.F.R., section 302.34, to cooperate with the state and county, as necessary, to provide services required under the IV-D Program in compliance with the cooperative agreement. Upon a motion by Commissioner Schmidt, second by Commissioner Metz and carried unanimously, the contract was approved.

2. Child Support Interagency Agreement

The director reviewed the second child support agreement that needs approval. Not

only do we need an agreement between us and the state, we need an agreement between human services, the county attorney's office, and the sheriff's office. This agreement lays out what they are billing to the agency that is child support related. Examples are legal fees or fees to serve papers to non-custodial parents. We need this in place by the end of February, so we can continue to bill the federal government for our child support expenses at a reimbursement rate of 66.6%. After review of the information, Commissioner Olson made a motion to approve, seconded by Commissioner Nelson and carried unanimously.

3. State and Federal Child Support Performance Measures

The director discussed the state and federal child support report for their 2023 calendar year. The Traverse County board heard about the federal measures, together with our local, regional, and state performance, and was given definitions and explanations for all of the measures and information about our program and how it works.

4. Clay County Data Breach

The director discussed the data breach in Clay County and where we're at. All letters for our agency have been sent out, and we did get many calls and e-mails the first week. The timing of sending them out around the holidays meant that people had to wait to get the notice, and that caused some concern from people. We received a lot of calls the first week, primarily asking if the letter was a scam or not. That has greatly slowed down, but it did cause some upset with our residents. We, unfortunately, had over 1,000 letters sent out to our residents. If their social security number or driver's license data were breached, they were offered a year of credit reporting, paid by MCIT through either our claim or Clay County's claim. We do not have any further letters going out; all of our notifications are complete, to the best of our knowledge.

5. CP Annual Report

The director explained that Western Prairie Human Services would like the ability to show an annual report of the child protection unit. WPHS, collectively as a board, management, and staff, did a lot of work to get us where we are, and we feel like overall, we are in a good place. WPHS is serving people well, starting to engage more in the communities, building ties, and building partnerships within each county. The director talked about our federal performance measures and where we fell over the past four years, or so. The director also talked about the barriers that we have in meeting them sometimes.

6. Qualified Individual (QI) Contract

The director presented a contract for a Qualified Individual. We need a Qualified Individual to do an assessment if we determine a residential placement may be needed. This is primarily used for children's mental health. We don't have very many of these; many years, we will have zero. The contract is an hourly rate that we pay only if we engage the service. The hourly rate is set by the state, so isn't really a negotiation. After review of the contract, Commissioner Metz made a motion to approve the contract, seconded by Commissioner Olson and carried unanimously.

7. Homeless Prevention

The Financial Assistance Support Services Supervisor discussed funds that Traverse County has received for homeless prevention. Traverse County received \$13,000.00, which will be to help the community. Our goal is to serve those that have no other avenue because their income may be too high for our programs. But, the issue is

situational, or their income is low, just not as low as our current programs are. The director noted that we have an application that we would like the board to approve. Upon a motion by Commissioner Schmidt, second by Commissioner Nelson and carried.

D. Other:

The director confirmed that the board approved key fobs for the Traverse County building. The board gave the director the confirmation that it was, in fact, approved and that has not changed.

ADMINISTRATIVE/VENDOR PAYMENTS: Upon a motion by Commissioner Nelson, and a second by Commissioner Olson, the vendor payments were unanimously approved.

ADJOURN: 10:06am

Next meeting: February 20, 2024 @ 9:00AM

Attested to by:

Stacy Hennen/Director

Mark Gail/Board Chair