

Traverse County Board of Commissioners
Social Service Board Minutes
April 15, 2025
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 April 15, 2025. Jerrel Olson, Chair, called the meeting to order at 9:00 AM.

ROLL CALL:

Members Present: Jerrel Olson, Chair
Dwight Nelson, Vice-Chair
Kayla Schmidt

Members Absent: Chad Metz, present via zoom, unable to vote

Other: Stacy Hennen, Executive Director
Shelly Staebler, Supervisor

CONSENT AGENDA (Routine Actions requiring Board Action):

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

1) \$45.00 from Ave Maria Ladies Guild (3/10/2025) / Families and Children in Need

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

CASELOAD TOTALS: Reviewed.

	03/31/24	03/31/25
Social Services (Workgroups)	68	70
Income Maintenance	663	628
Child Support	61	58
Child Care Assistance - Cases	4	3
Child Care Assistance - Providers	6	4
Totals	802	763

OUT-OF-HOME PLACEMENTS:

The executive director reviewed and discussed the out-home placement numbers. We have fifteen children in placement via social services. We have eleven children in non-relative care, one in a trial home visit and three in supervised independent living/education. We know that three children exited care this month but we also placed a large sibling group. One of the children who exited care in March is already back in care in April so the number will likely be higher next month. It went from eleven to fifteen. The director noted that we saw this in Western Prairie too, placements in unprecedented numbers in a span of two or three weeks. Primarily it is due to large sibling groups.

A. Placements:

1. Total - 15
2. Social Services - 15
3. Corrections – 0

FISCAL REVIEW:

A. Cash Balances:

- Cash Balance as of 03/31/2021: \$ 1,540,172.96
- Cash Balance as of 03/31/2022: \$ 1,726,513.13
- Cash Balance as of 03/31/2023: \$ 2,105,879.30
- Cash Balance as of 03/31/2024: \$ 1,961,551.83
- Cash Balance as of 03/31/2025: \$ 1,553,117.46

DISCUSSION/DECISION:

1. Budget:

The executive director discussed the March 2025 Financial Summary with the board. We are \$408,434.37 below where we were at this time last year in our cash balance, we expect that because of the money taken out of the cash balance by the county so it isn't anything to worry about. At 25% through the year the overall budget is 23% expenditure and 30% revenue, so we are right on track for expenditures, which is what we should watch since revenues come in at all different times of the year. Estate recoveries for 2025 are at \$5,092.20. We have currently had no county burials for 2025.

a. Microsoft Outlook 365 Update

The executive director discussed there is an additional cost for RSA which was not accounted for in the last approval. The RSA cost is \$1200 more for the rest of the year. There were questions and discussions. Upon a motion by Commissioner Nelson, second by Commissioner Schmidt, and carried unanimously.

2. DHS Updates:

A. Additional Office of Civil Rights Data Request

The executive director discussed The Office of Civil Rights has sent another supplemental data request based on what they have gotten back thus far. Department of Children Youth and Families (DCYF) has sent it to counties, but we are still discussing it with them. We believe many of the questions are Statewide and theirs to answer, they believe we should answer some. The good news is that Traverse County had no children pulled in the second request. She indicated that the bulk of placements pulled by other counties

seemed to be mental health and we do not have a lot of those due to using CIBHS instead, and it appeared that they did not pull corrections kids which is a good thing.

B. 2025 Legislative Updates

The executive director discussed 2025 legislation. The director is following some legislation bills. The Targets came out this week and the House is significantly worse for Human Services than the Senate. We don't have the details yet, but we know that we are going to have to work hard to help them come up with options other than cost shifting to counties.

3. Traverse County Updates:

A. Aging Community Presentation

The executive director introduced Diane Kittleson, a Social Worker who works with our senior community. Diane gave a brief presentation on programs for our senior community including Dementia/Alzheimer's Support and Education, Coffee With a Cop, Memory Makers and Caregiver Support group which are available in Grant, Pope and Traverse counties.

B. 2025 Traverse County Child Care Providers Proclamation

The director asked the board to approve Traverse County Proclamation Day for Child Care providers to be May 10th, 2025. Upon a motion by Commissioner Schmidt, second by Commissioner Nelson, and carried unanimously.

C. 2025-2027 Fraud Prevention Investigation Program Cooperative Agreement

The executive director discussed Fraud Prevention Investigation Program Cooperative Agreement needs to be updated for FY 2025-2026. Douglas is the Host for the region and included: Douglas, Grant, Pope, Stevens, Swift, Traverse and Wilkin Counties. Cost savings are calculated: for every Intentional Program Violation (under the ADH column) we received \$1,000 plus the cost savings calculated after the case is proven fraudulent. WPHS has the 2nd largest number of reports in our region, the first being Douglas County. Even if the intent is not proven, overpayment can still be sited. Upon a motion by Commissioner Nelson, second by Commissioner Olson, and carried unanimously.

D. Clay County Housing Grant – Letter of Support

The executive director discussed the Clay County Housing Letter of Support. The housing grant will continue to increase and improve opportunities for our residents with disabling conditions and housing instability to live successfully in our communities. Clay County would be the grantee, but we agree that they can operate this program in our counties.

E. Variance Request – Family Child Care

The executive director discussed a request from Gina Berger to add one child from April 1, 2025 to April 30, 2025. Upon a motion by Commissioner Schmidt, second by Commissioner Nelson, and carried unanimously.

a. Request Re: Variances

The executive director is requesting that the Western Prairie Board of Commissioners approve a request which gives the Executive Director the authority to grant emergency approval or denial of child foster care licensing variances in the event that the variance is required. This would mainly be due to the emergency placement of children in foster care, which sometimes requires variances such as allowing for an additional child in order to keep sibling groups together. Upon a motion by Commissioner Nelson, second by Commissioner Schmidt, and carried unanimously.

F. Regional Qualified Individual Collaborative Agreement

The executive director discussed Region 4, which is Clay, Becker, Ottertail, Wilkin, Stevens, Douglas, WPHS,

and Traverse is looking to develop a collaboration of people within the counties who do Qualified Individual assessments so we can use each other's staff and not have to pay for someone to do it. While we do have a contract with someone, we think it would be valuable to participate in this, so we also have staff trained and have access to additional people if we decide to go in that direction. Upon a motion by Commissioner Schmidt, second by Commissioner Nelson, and carried unanimously.

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

ADJOURN 9:51am

Next meeting: May 20th, 2025 @ 9:00 AM

Attested to by:

Stacy Hennen/Director

Jerrel Olson, Chair