

**GRANT COUNTY SOCIAL SERVICES BOARD**  
**February 18, 2020**

The regular meeting of the Grant County Human Services Board was held February 18, 2020 at the Social Service Center, Elbow Lake, Minnesota.

**MEMBERS PRESENT**

Dwight Walvatne  
Bill LaValley  
Troy Johnson  
Doyle Sperr  
Keith Swanson

**OTHERS PRESENT**

Stacy Hennen, Social Services Director  
Jeff Merrick, Facilities Manager  
Patrick Janachovsky, Morris Electronics  
Amanda Schonhardt, Pope County Lead Social Worker  
Sara Krueger, Grant County Lead Social Worker  
Abby Hlinsky, Grant County Social Worker  
Sarah Lohse, Grant County Case Aide

Doyle Sperr called the meeting to order at 9:02 A.M.

The Pledge of Allegiance was done

**APPROVAL OF THE AGENDA:** The agenda was reviewed. The director requested the addition of 9L, cleaning bid from Facilities Manager. Keith Swanson made a motion to approve the agenda with the addition of 9L, seconded by Dwight Walvatne, MCU

**MINUTES:** The minutes of the January 21, 2020 meeting were reviewed. Bill LaValley made a motion to approve the minutes, seconded by Keith Swanson, MCU.

**BILLS:** The Social Services Claims Abstract and Purchase of Service Bills were presented and reviewed. After questions Troy Johnson made a motion to approve the bills, seconded by Keith Swanson, MCU

**BOARD REPORTS:** Report from Board Appointments

Lakeland Mental Health..... Keith Swanson  
Horizon Community Health Board..... Doyle Sperr, Dwight Walvatne  
Community Based Purchasing.....Keith Swanson/Bill LaValley  
Grant County DAC..... Doyle Sperr  
West Central Communities Action, Inc...Keith Swanson  
Agency on Aging.....Bill LaValley  
Child Protection Pre-Placement.....Troy Johnson  
Rainbow Rider..... Bill LaValley/Dwight Walvatne  
Adult Mental Health Team..... Troy Johnson

**CONTRACTS**

A. **System of Care Memorandum of Agreement:**

The board reviewed the MOA between Grant County as the fiscal host and Ottertail, Pope, and Clay counties to implement the System of Care Regional Grant that Grant County is the fiscal host for. The director explained to the board that this was reviewed by the county attorney. After review, Troy Johnson made a motion to approve, seconded by Keith Swanson, MCU

B. **System of Care Contract with Lutheran Social Services:**

The board reviewed the host county contract with Lutheran Social Services for the provision of services included in the System of Care Grant. The director explained how the billing and reconciling would be done with the other counties. The director also noted that the county attorney has reviewed and approved this contract already. After review and discussion, Keith Swanson made a motion to approve, seconded by Dwight Walvatne, MCU

**OLD BUSINESS**

A. **Case Counts:**

The Director reviewed the case counts with the Board. Overall our caseloads are relatively stable. There were some numbers not there so a direct comparison is hard, but we are steady in numbers. We saw a decrease in child protection intakes. That was after several months of high numbers and wasn't unexpected. In terms of individual case loads we are managing two maternity leaves at this time, so there are some temporarily higher caseloads.

**NEW BUSINESS**

A. **Human Services Performance Management System, 5 year trends:**

The director reviewed with the board the performance management system performance measures and Grant County's performance on those measures. Overall, we have done very well on the measures. The director explained why the performance measures were different for each county in child support current support and explained some of the challenges we have with some of the measures as a small county. The board asked questions and reviewed the graphs.

B. **Phishing Presentation from Morris Electronics:**

Morris Electronics was present and presented to the board on Phishing, specifically what to look for and how to manage it.

C. **Child Protection Presentation:**

The lead social workers from Pope and Grant, Intake and a child protection social worker presented to the board on the Innovation Zone project that Pope, Grant and Traverse Counties are doing together. The staff reviewed the document they created to help measure the intensity of child protection cases and how they try to mix the case loads with low, medium, and high intensity. The proposal that this group made to the Innovation Zone was one of few that was asked to present to the Federal Program Improvement Team for the State of Minnesota. We will be following up and presenting our progress on this project the next time they come to Minnesota as well. The board asked questions and thanked the staff for their hard work.

D. Placement Data:

The director reviewed the out of home placements and noted that the primary issues continue to be child protection, specifically parental drug abuse and parents who have previous involuntary terminations. Currently we have sixteen children in placement. Seven of those children are in a trial home visit, which means we are no longer paying for their placement as they are home, but we are assessing if the move home should be permanent and continue. At this time 6 of those are not doing exceptionally well and we did just place a sibling group of four in February, these numbers are for January. Our out of home placements are the highest we have had in 5 years and we had a tough month in terms of progress for several of our families and two potential adoptive placements disrupted, one permanently and one we are still assessing. Our daily costs are \$480.27. Our monthly cost was \$14,888.37.

E. Joint Board Meeting:

The director and board reviewed the meeting previously held earlier this month. The director noted that the minutes will be with the February Minutes.

F. Grant County Final Waiver Review:

The director reviewed with the board our most recent waiver review. We did very well for the third time in a row. We do not have any corrective actions and they praised our staff for their exceptional person-centered planning. The director pointed out having a supervisor who specializes in this has been highly helpful for our disabilities staff in particular. She now does the waiver budget and takes care of things that the case worker had to do herself before.

G. January Financial:

The director reviewed the January financial reports with the board. Included in the financial reports are budget, collections, and current cash balances. We are 8% through the year and our revenues are at 4% and our expenses are at 9%, primarily due to the high amount of out of home placements.

H. Accept a donation:

The director indicated that we received a \$50 donation from Christina Lake Church which we need the board to approve. These are generally allocated to our Local Advisory Council for Mental Health. The board reviewed the request and Keith Swanson made a motion to approve the donation, seconded by Bill LaValley, MCU

I. Basic Sliding Fee for childcare assistance, 2019 results:

The director indicated that we have now begun a waiting list for child care assistance because we overspent so much last year and other counties did too, particularly Hennepin. Grant County spent 166.6% of our allocation, with the board's approval. We may want to keep it a little lower this year so we don't end up having to pay it back. We should be fine for 2019; we should not have to pay it back. The director indicated we would continue to assess the need for a waiting list since we want to serve the maximum number of people.

J. Waiver Alliance Update:

The director reviewed the most recent waiver alliance update. We share our waiver funds between Grant, Pope, Stevens, and Traverse Counties. This works well for us since we were over allocated in our waiver and others were underutilizing. The director shared the end of 2019 report with the board.

K. Private Client Data:

All pertinent data was discussed

L. Cleaning bid:

The facilities manager joined the board and gave them information about some discussions the personnel committee has been having with our current cleaning vendor. Our cleaning vendor approached the personnel committee and asked about increasing the cleaning contract to include cleaning offices. She indicated she checked with some other counties who indicate they do clean the inside of offices. She explained how she would do it and gave a quote of an additional \$200 per month to do one side of offices per week. The director noted that we need to make sure that is defined, which side of the building which week, since she wants our staff to move their personal items when it is cleaned so they do not have to clean around it. The director indicated her staff are pleased with the current cleaning people and the director has not had any significant complaints. The director also noted that when the personnel committee met the county attorney indicated that all of our cleaning people have background checks and have signed non-disclosure agreements in terms of data privacy so it is not necessary for the staff to lock everything up. The director has passed that on to her staff. The personnel committee also reviewed window cleaning but the board had more questions about that and asked the facilities manager to get more information. After discussion Keith Swanson made a motion to approve the additional cleaning of offices, at \$200 per month, seconded by Troy Johnson, MCU

Chairman Doyle Sperr adjourned the meeting at 11:52am

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