

Ward County Social Service Board
Minutes
 July 19, 2016 – 8:00 AM
 Ward County Commissioner's Chambers

PRESENT:

John Fjeldahl
 Larry Louser
 Jack Nybakken
 Shelly Wepler
 Alan Walter

Also present were Melissa Bliss, Director and Karen Schultz, Recording Secretary.

MOTION:

It was moved by Shelly Wepler, seconded by John Fjeldahl and unanimously carried by the Board approval of the Minutes of the June 21, 2016 Regular Board Meeting.

MOTION:

It was moved by Jack Nybakken, seconded by Larry Louser and unanimously carried by the Board approval of the bills according to the attached list and following summary,

Social Welfare Expenditures

GENERAL ASSISTANCE	13,838.15
BOARD MEMBER EXPENDITURES	271.39
ADMINISTRATIVE PAYROLL	295,590.02
ADMINISTRATIVE EXPENSES	12,000.57
TRAVEL & REGISTRATION FEES	6,546.37
WORKERS COMP PREMIUM	.00
LIABILITY INSURANCE	.00
EMPLOYEE HEALTH INSURANCE	72,328.46
EMPLOYEE RETIREMENT & LIFE	39,350.54
SOCIAL SECURITY& MEDICARE MATCH	21,498.10
PARENT AIDE EXPENDITURES	4,807.06
WRAPAROUND SW EXPENDITURES	7,634.44
SAFETY PERMANENCY FUNDS	310.00
WELLNESS COMMITTEE	.00
FC PROGRAM EXPENSE	.00
FOSTER CARE TRANSPORTATION	1080.95
TECS./VISION/SAMS OPERATIONAL COSTS	.00
EBT FOOD STAMP COSTS	.00
TOTAL SOCIAL WELFARE EXP	475,256.23

In reviewing the bills, discussion was held regarding the payment to Lutheran Social Services for attendant care of a foster child. This is due to the loss of the shelter care bed at Dakota Boys Ranch as they are no longer providing that service. Director Bliss explained the difference in paying for this type of care as to a facility being licensed to do so versus not being licensed to offer a shelter care bed. She

also indicated that efforts are being made by our agency staff to recruit and license homes for emergency placement care.

The Board reviewed the General Assistance approvals and denials. No appeals were heard.

MOTION:

It was moved by Shelly Wepler, seconded by Larry Louser and unanimously carried by the Board to receive and file the Budget Recap and Revenue Report, noting that the Human Service Fund Revenue is two months behind.

Director Melissa Bliss informed the Board that upon their approval, the child welfare workers who are currently exempt employees will become non-exempt on August 1, 2016. This change excludes supervisory staff who will continue as exempt employees. Time worked in excess of 40 hours in a work week will be earned as comp time at time and a half, however, employees will be encouraged to flex their time out within the same week so that there is not a great accumulation of comp time. Weekly time sheets will continue to document the time worked. Approximately 30 child welfare workers will be affected by this change.

MOTION:

It was moved by John Fjeldahl, seconded by Shelly Wepler and unanimously carried by the Board that the status of the Social Services Child Welfare staff who are currently considered exempt employees be changed to non-exempt employees effective August 1, 2016 and that the status of these positions be changed in the Human Resource records.

Director Bliss informed the Board that our contract for one of the Wraparound Social Work positions that is reimbursed at 100% by the State has not been utilizing the entire contract dollar amount that is provided to us annually. The State has informed her that those excess dollars can be used towards another position that also performs the same type of Wraparound Social Work. The State also indicated that the Wraparound caseload per social worker is the highest in the state at Ward County and therefore, they will increase our contract amount an additional \$100,000 for a new contract amount of \$185,000 for the State's fiscal year of 07/01/16 to 06/30/17. Social Services will utilize that amount by having one additional full time Wraparound position being paid by contract dollars. This will result in extra budget dollars allocated for payroll expenses. Director Bliss indicated to the board that she then anticipates requesting an additional social work staff be added to the Foster Care unit due to their increased caseload which has more than doubled over the last two years.

Director Bliss informed the Board that she is looking at a date some time in August for the dedication of our meeting rooms being named in behalf of Daniel Richter and Molla Romine. Once the date has been set, she will inform the Board members.

The Board members were provided a handout by Melissa Bliss regarding the explanation for space in lieu of rent. She reiterated that there will not be any reimbursement until FY 2018. Chairman Alan Walter inquired as to what percentage of reimbursement other counties receive for their costs of rental space and asked Melissa to check into that with some of the other larger counties. The Board also inquired as to whether our current utility costs would be retroactive expenses to be reimbursed and Melissa indicated that any utilities we currently pay are already being reimbursed at 19.29%.

The Board members had been mailed information in their packets regarding the request from Children and Family Services to designate a member of the Ward County Social Service Board as a contact person to receive notice when a payment denial has been made regarding CPS assessments. It was suggested by Melissa Bliss that Alan Walter as Chairman would be an appropriate choice for this designation.

MOTION

It was moved by John Fjeldahl, seconded by Shelly Wepler and unanimously carried by the Board to appoint Chairman Alan Walter as the Board member to receive information from Children and Family Services at the ND Department of Human Services, regarding denial of payments for CPS assessments.

The meeting was adjourned at 9:00 am.

Alan Walter, Chairman

Date

Karen Schultz, Recording Secretary