

**Ward County Social Service Board**  
Minutes  
 August 16, 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, Karen Schultz, Recording Secretary, Connie Zieske, Account Budget Specialist and Amy Clouse, Eligibility Supervisor.

**MOTION:**

It was moved by Shelly Wepler, seconded by Larry Louser and unanimously carried by the Board approval of the Minutes of the July 19, 2016 Regular Board Meeting.

**MOTION:**

It was moved by Shelly Wepler, seconded by John Fjeldahl and unanimously carried by the Board approval of the bills according to the attached list and following summary,

**Social Welfare Expenditures**

GENERAL ASSISTANCE	8,337.30
BOARD MEMBER EXPENDITURES	271.39
ADMINISTRATIVE PAYROLL	300,913.16
ADMINISTRATIVE EXPENSES	7,601.80
TRAVEL & REGISTRATION FEES	6,954.87
WORKERS COMP PREMIUM	9,982.71
IT SUPPORT	51,788.16
EMPLOYEE HEALTH INSURANCE	71,795.84
EMPLOYEE RETIREMENT & LIFE	39,719.29
SOCIAL SECURITY& MEDICARE MATCH	22,408.24
PARENT AIDE EXPENDITURES	4,889.27
WRAPAROUND SW EXPENDITURES	14,569.98
SAFETY PERMANENCY FUNDS	2,640.23
WELLNESS COMMITTEE	.00
FC PROGRAM EXPENSE	.00
FOSTER CARE TRANSPORTATION	1018.49
TECS./VISION/SAMS OPERATIONAL COSTS	.00
EBT FOOD STAMP COSTS	.00
<b>TOTAL SOCIAL WELFARE EXP</b>	<b>542,890.73</b>

The Board reviewed the General Assistance approvals and denials. One appeal was heard. The appellant presented her case to the Ward County Social Service Board. For confidentiality reasons, the name of the appellant and details of the case are not printed in the minutes.

**MOTION:**

It was moved by Jack Nybakken, seconded by Shelly Weppler and unanimously carried by the Board, to deny the appeal for General Assistance based on the information received.

**MOTION:**

It was moved by Shelly Weppler, seconded by John Fjeldahl and unanimously carried by the Board, to receive and file the August 2016 Budget Recap and Revenue Report.

Connie Zieske, Account Budget Specialist, was present to explain to the Board the issue of the discrepancy in numbers relating to the cash balance and issues that arise when trying to reconcile numbers with reports received from the Auditor/Treasurer’s office. Connie will continue to work on comparison and reconciliation of these accounts.

Director Bliss informed the Board that Ward County Social Services is receiving an additional \$100,000 for the Wraparound Service Contract for the next fiscal year. A portion of these monies will be applied toward the salary and benefits of a current In-Home Social Worker. As a result, one employee salary which has been budgeted for is now available to apply to another position. Therefore, she is asking for an additional position to be added to the In Home Social Work unit as referrals have increased consistently over the past 3 years and caseloads are quite high at this time.

**MOTION:**

It was moved by Shelly Weppler, seconded by Larry Louser and unanimously carried by the Board, to approve an additional employee position as presented by Director Bliss.

Melissa Bliss asked the Board for approval of spending authority for the Foster Home Recruitment and Retention Grant for up to \$30,000 for the FY2017 Budget.

**MOTION:**

It was moved by Shelly Weppler, seconded by Larry Louser and unanimously carried by the board, approval for spending authority in the amount of up to \$30,000 for the Foster Home Recruitment and Retention Grant.

Director Bliss informed the board that August 26<sup>th</sup> has been set for the date of the dedication of our conference rooms which will take place on the 3<sup>rd</sup> floor of the Administration Building with a noon potluck and 1:00 dedication. Families of Daniel Richter and Molla Romine will be invited to attend.

Meeting adjourned at 8:52 am.

\_\_\_\_\_  
Alan Walter, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
Karen Schultz, Recording Secretary