

Ward County Human Service Zone Board

Minutes

April 20, 2021 – 7:30 a.m.

Second Floor-Ward County Commissioner's Chambers

PRESENT:

Melissa Bliss, Zone Director
Rich Berg
Mac McLeod
Hiedi Folstad-Miller
John Fjeldahl
John Pietsch
Shelly Weppler

ABSENT: Clayton Fegley

Also present was Karen Schultz, Zone Board Secretary designee.

MOTION:

It was moved by Shelly Weppler, seconded by Rich Berg and unanimously carried by the Board that the Agenda for April 20, 2021 be approved.

MOTION:

It was moved by Shelly Weppler, seconded by Mac McLeod and unanimously carried by the Board that the minutes for the regular board meeting of March 16, 2021 be approved.

MOTION:

It was moved by Rich Berg, seconded by Mac McLeod and unanimously carried by the Board to receive and file the March 2021 Expenditures and bills for April 6th and April 20th, 2021.

MOTION:

It was moved by Shelly Weppler, seconded by Hiedi Miller and unanimously carried by the Board to receive and file the March 2021 Budget Recap Expense Reports.

MOTION:

It was moved by Mac McLeod, seconded by Rich Berg and unanimously carried by the Board to receive and file the March 2021 Budget Revenue Report.

Director Bliss provided the Board with a copy of the tracking sheet utilized by Foster Care Supervisor Allison Schmill which is utilized to track approvals from Ascend for children to remain in QRTP placements, which need to be completed every 3 months in order for Medicaid to pay for these placements.

Board Member Shelly Weppler made a suggestion to add an additional column with a headline of "Submit Renewal Papers" as a reminder to do so.

MOTION:

It was moved by Shelly Weppler, seconded by Rich Berg and unanimously carried by the Board to receive and file the FC Ascend Tracking sheet.

In other unfinished business, Director Bliss stated that she is unable to provide a new MOU today in regards to Youthworks, relating to discussion from the last HSZ Board meeting. Ward County along with Cass, Burleigh and Grand Forks Human Service Zones will be in a

conference call later this month with Youthworks, NDACO and representatives from the State Office to discuss the allowance of public money to be used for shelter care bed availability.

In the Director's Report, Melissa indicated that Connie Zieske will be retiring on April 30th. Her position has been filled and the new Account Budget Specialist I, Amy Boyle, who will begin in this position on April 22nd.

In updates regarding the redesign, Child Protective Services continues to work through their new changes. Foster Care Licensing will become a Statewide team which is projected to be in place January 1, 2022. The Eligibility Unit continues to work on the redesign process with plans moving towards process management.

There was some discussion regarding the empty offices due to employees becoming State employees and now working from home. Melissa indicated that some employees who had been in cubicles have moved to the offices and the cubicles are being disassembled. If this continues to be the trend, this may have to be looked into in the future as far as what vacant offices may be available for other needs to be met. Prior to construction of the building, we had approximately 80 employees and we are now at 67 authorized full time positions.

Melissa indicated the pages of financial information has gotten quite lengthy for the monthly packets with a large number of pages dedicated to the JP Morgan report. This will be brought to the next meeting for discussion as to what information actually needs to be provided to this Board.

The meeting was adjourned at 8:45 a.m.

Melissa Bliss, Ward CHSZ Director

Date

Mac McLeod, Ward CSSZ Board Secretary