

**CASS COUNTY SOCIAL SERVICES BOARD MEETING  
February 5, 2018**

**MINUTES**

With quorum present, Chair Bennett called the meeting to order at 2:02 p.m.

**Present:** Vern Bennett, Chad Peterson, Brian Hagen, Mary Scherling, Glenn Ellingsberg, Arland Rasmussen

**Absent:** Rick Steen

**Presenter:** Chip Ammerman, Director

**I. Approval of Minutes**

Mr. Rasmussen made a motion to approve the Board Minutes from January 2, 2018. Mr. Ellingsberg seconded it. Motion carried.

**II. Building Tour**

Mr. Ammerman led a tour of the remodeling projects which took place on all three floors in the Social Services Department in 2017. This included repurposing a file room, supply room and two copy rooms into office space, as well as redesigning existing office space to accommodate staff in a more efficient way. Mr. Ammerman shared there are few remaining possibilities to house potential new staff and discussions are taking place on various ways to be creative with future growth.

**III. Foster Care Overpayment**

Mr. Ammerman reminded the Board members of a notice received from the Department of Human Services requesting payment of \$375,000 in foster care services that were overpaid dating back to 2008. Mr. Ammerman, in consultation with the County Administrator and States Attorneys, has provided an appeal letter including supporting documentation, to the Department of Human Services. To date, an official acknowledgement of the appeal has not been received. However, Mr. Ammerman and Christopher Jones, Director of DHS, will be meeting on February 22, 2018 to discuss the situation further. Mr. Ammerman shared this is for conversation only and he understands he does not have the authority to reach an agreement with DHS. Results of the conversation with Mr. Jones will be discussed with the Social Services Board and County Commission.

**IV. Operations Report**

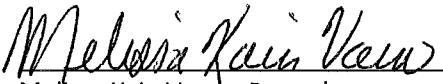
Mr. Ammerman shared there continues to be an increase in caseloads and a true-up of funds, for those caseloads above a 5% increase, will take place in July. He is estimating this increase will happen for Economic Assistance, but is unsure if other programs will receive additional funds due to increased caseloads.

Mr. Rasmussen made a motion to approve the Operations Report. Mr. Peterson seconded it. Motion carried.

V. **Adjournment**

Mr. Peterson made a motion to adjourn the meeting at 3:02 p.m. Ms. Scherling seconded it.  
Motion carried.

  
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Vern Bennett, Chair  
Cass County Social Services Board

  
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Melissa Kain Varno, Recorder