

BENTON COUNTY HUMAN SERVICES BOARD  
REGULAR MEETING MINUTES  
March 15, 2016

The Benton County Human Services Board met in regular session on March 15, 2016 in the Benton County Board Room in Foley, MN with Board members Jake Bauerly, Ed Popp, Spencer Buerkle and Warren Peschl present and Jim McMahon absent (excused). Call to order by Chair Peschl was at 9:25 AM.

Buerkle/Bauerly unanimous to approve the amended agenda: delete Human Services annual report.

Popp/Buerkle unanimous to approve the Consent Agenda: 1) approve the Regular Meeting Minutes of March 1, 2016 as written.

Jeff Hoffman, Collections Officer for Benton County, presented a summary of 2015 Human Services collection activity; report highlights:

- Over 1,000 accounts were serviced by collections staff
- Total collections were \$448,524.39 (of which the County share was \$226,614.60)
- 2015 Categories of Collections—Income Maintenance, 10.54% (\$47,294.54); Social Services, 39.74% (\$178,076.92); and Medical Assistance, 49.75% (\$223,152.93).

Hoffman stated that 2014 and 2015 saw significantly higher collections than past years; the goal for 2016 is to maintain this trend. He pointed out that there are circumstances beyond the county's control which affect the ability of the county to collect. Bauerly asked that future reports include comparative benchmark data from surrounding counties/state data.

Hoffman presented a proposed Collection Policy Manual/Debt Write-Off Policy which collections staff have developed over the last few months; this policy will serve as a source of reference and guidance for staff going forward. He noted that these policies do not override any policies established by Benton County, the Minnesota Department of Human Services, or state or federal law; the policies were developed with input from the County Attorney's Office. Bauerly/Popp unanimous to approve adoption of the Collection Policy Manual and Debt Write-Off Policy as presented.

Chair Peschl adjourned the meeting at 9:35 AM.

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Warren Peschl, Chair  
Benton County Human Services Board

ATTEST:

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Montgomery Headley  
Benton County Administrator