SB 2124 Meeting Date: 11.19.19
Attendees: Kristen H, Nancy, Heather S, Michelle M, Sara K, Marcie, Jamie, Jon, Sara, Terry

CFS QC:
• FTE transfer effective either 8/1/2019 or later (7 individuals) or 1/1/2020 or later (3 individuals)

LTC
• Supervisor start date 1/1/2020
• Have draft position description

Legal Update:
• Mountrail and McKenzie – Can have more than 1 interim director, but they must clarify roles. County commissions are meeting this week.
• Other questions – county commissioners or chair of the county commission must sign addendums
• Have 8 agreements ready for approval
• Have 3 that aren’t ready – have sent reminders and updates (Burleigh, Benson, Ransom, Towner, Nelson and Griggs)
• 7 other agreements are in the works:
  o Grant-Morton-Sioux
  o Dunn-Golden Valley-Hettinger-Stark-Billings
  o Mountrail-McKenzie
  o Pembina-Walsh-Cavalier
  o Richland, Ransom, Sargent
  o Cass
  o Ward
• No communication from Slope, Bowman and Adams yet

Fiscal Update:
• QUESTION/CONCERN - Short timeline to hold public meetings.
• Updated the FAQ - budget process updated and uploaded on 11-14-19
• Send budget approval update via email on Friday’s
• Fiscal needs to approve 19 budgets
  o DHS will not individually approve budgets until all are received.
  o Will resend this message
  o Counties give raises effective Jan. 1, 2020

HR Update:
• Do we need to send out another communication on employee raises?
  o Counties need to get DHS approval first.
• HCBS
  o Offer letters have been accepted by 44
  o Waiting for information on 8 from Cass and 4 new hires
  o Don’t have an admin position to support the team – 64 includes admin support – billing
    ▪ Identify process before new CM billing system implemented
    ▪ Counties won’t be doing HCBS case management billing (capacity – could do it on behalf of Aging)
    ▪ Nancy can poll CMs to find out who does the billing
  o New hire orientation day
• HR Policy work group beginning to meet
Zone

- **CFS**
  - QC Supervisor starts Monday and the reviewers start Dec. 2
  - Admin position is under review in HR

- **LTC Eligibility**
  - Supervisor position being offered this week
  - Draft job description for EW is in EA – could be an option for lead workers
  - Hope to know applicants by 12/20/2019
  - If hired in February, will qualify for July raise.

- **ECS Licensing**
  - Most licensers attended meeting last week
  - Structure still under development
  - Hope to have offers within the first week of December
  - Benefits stay with county through month of January.
  - Tentative – schedule onsite orientation and can use Skype

- **HR position** will support transition work
- **Legal position** will support estate recovery for counties
- **Fiscal position**

**Other:**

- **QUESTION** - County directors meeting – question about co-interim directors. Need to know who is making the final decision and both co-interim directors are responsible for the decisions that the other one makes.

- **QUESTION** – If do offers end of first week in Dec., could that person go to the HCBS orientation?
  - There is a focus on HCBS. Also have general HR segment.
  - Plan to schedule an orientation for child care licensing and will be later in December

**State Tours**

- Begin Wednesday, Nov. 20. [Press release](#) link has been added to SB 2124