

# **BOARD ADDITIONS**

**September 18, 2019**

## **GOVERNING BOARD**

### **U. Decision Items**

3. Additional quote from The Computer Man
7. Request for Child Protection Worker

# The Computer Man, Inc.



1105 Canoga Park Drive  
 Marshall, MN 56258  
 Phone (507) 532-7562  
 Fax (507) 532-2680  
 www.tcmi.com

9/16/2019

Quote # 618696

## Quote

business partner



**Microsoft** Partner

Silver Midmarket Solution Provider



Prepared For

Southwest Health & Human Services  
 607 West Main Street Suite 100  
 Marshall, MN 56258

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
METALOGIX CONTENT MATRIX PER MANAGED PERSON LICENSE/24X7 MAINT	230	28.80	6,624.00
METALOGIX CONTROLPOINT PER MANAGED PERSON LICENSE/24X7 MAINT	230	15.65	3,599.50
Thank you for your business.		<b>Subtotal</b>	\$10,223.50

Quote valid for 2 weeks from date.

<b>Sales Tax (6.875%)</b>	\$0.00
<b>Total</b>	\$10,223.50



# Position Request Form

## SECTION 1: Process

1. Supervisors will complete the internal position justification form and submit to their Division Director.
2. Division Director completes position request form outlining their justification for requesting a new or open position and submits to Director.
3. Executive Team will review requests. Director will make final recommendations to the SWHHS Governing Board.

## SECTION 2: New Position Information

**Position Title: Child Protection Worker:**

**Division/Unit: Social Services**

New Position    Replacement     Permanent     Temporary    Promotion

Is Funding Budgeted for This Position?    Yes, Budgeted     No, Not Budgeted

**Desired hire date:** immediately    **FTE Requested:** yes

\*Attached additional sheets if necessary.

### 1. What will the essential functions performed by this position include?

The primary purpose of this position is to provide child protection services and assessment of child maltreatment reports. Duties include case planning, referral for services, initiating court actions, ongoing court activities, coordinate and supervise placements, completion of relative searches, assessments of maltreatment reports, provide intake and on call, and other responsibilities related to protection of vulnerable children. This worker will be based out of **Redwood County**.

### 2. Why are you recommending this position be authorized?

**At the last board meeting, the board graciously supported the request to hire the open CP positions in Lyon and Redwood Counties. One of the Redwood CP workers has requested to fill one of the openings in Lyon County, therefore creating another open CP position in Redwood County.**

**3. What alternatives to hiring a new position have been considered?**

Assessments and ongoing cases continue to be assigned to other workers from all counties and the child protection supervisors are carrying a small caseload. Case aides are assisting in many ways but meeting the demands of the positions has led to the request to fill the open position. With school starting, we have started to see an increase in the number of child protection reports and cases opening for case management. Other programs within children's services continue to assist with tasks such as supervising visits, transporting children, covering intake, and helping in any way they can.

**4. Please indicate how this position will be funded? Check all that apply.**

100% Levy

Part Levy/Part Grant or Reimbursement

100% Grant or Reimbursement

Other: [Click or tap here to enter text.](#)

CP positions are funded through a combination of sources including targeted case management, random moments, state and federal revenue through the VCAA block grant, county levy, and the MN child protection allocation.

County Agency Social Worker CP - \$60,246 – \$92,701 (salary, fica, pera and insurance contribution)  
Approximately half of the salary can be reimbursed through targeted case management starting upon the hiring date.

**5. What new or additional funding would support this position? Please identify any NEW dollars available to support this request. Grant resources already committed to existing expenditures should not be listed. Please be detailed.**

**What is the ROI?**

**Safety for children and permanency for children will be more likely**

**6. What would the impact be to your customers and the community if this position is not authorized?**

As caseloads continue to rise and with many of those cases becoming much more complicated, there is a risk to children's safety. If workers are not able to see children quickly and frequently, we are not able to assess their safety and address the concerns. Workers are struggling to meet the demands of the position and DHS continues to add to the expectations and our performance is monitored regularly. Some of the standards result in dollars going to the agency, specifically the child protection with holds and the upcoming potential with holds if we do not meet ICWA requirements.

Primarily, we want to serve at risk children and their families and best practice would be to see these families regularly. This will also add to fewer children needing out of home care or helping them to reunify more timely.

**7. How does this position support the core mission of your department?**

One of the core missions of the agency is to protect our most vulnerable and this position directly supports that mission by preventing abuse and promoting safety and well being of children.

**SECTION 3: Signatures**

Completed by: Amanda Holzapfel \_\_\_\_\_ Date: September 16, 2019

Division Director Signature: Cindy Nelson \_\_\_\_\_ Date: September 16, 2019

Director Signature: Beth M. Wilms \_\_\_\_\_ Date: September 16, 2019