

Name of County  
Polk County, Minnesota

Date of Meeting  
January 20, 2026, Convened at 8:00 A.M. – Adjourned at 9:21 A.M.

Board Members Present  
Joan Lee – Chair  
Warren Strandell – Vice Chair  
Gary Willhite – Commissioner  
Paul Reese – Commissioner  
Kathleen Twite – Secretary  
Rani Bhattacharyya - Board Member

Staff Present  
Karen Warmack, Director  
Betty Solie, Support Services Supervisor  
Victoria Ramirez, Social Services Manager  
Megan Starr, Social Services Supervisor  
Alicia Kieckbusch, Social Services Supervisor  
Jon Street, Financial Assistance Supervisor I  
Molly Paulsrud, Social Services Supervisor

Others Present  
Chuck Whiting, County Administrator

Minutes  
A motion was made by Board Member Twite, seconded by Commissioner Willhite, and adopted by unanimous vote of the Board to approve the Minutes from the December 16, 2025, Polk County Social Service Board Meeting.

Agenda  
A motion was made by Commissioner Strandell, seconded by Commissioner Reese, and adopted by unanimous vote of the Board to approve the meeting Agenda for January 20, 2026, Polk County Social Service Board Meeting.

Review of the Cases and Claims  
A motion was made by Commissioner Strandell, seconded by Commissioner Lee, and adopted by unanimous vote of the Board to approve the Cases and Claims as follows:

<u>Admin</u>	
Medicare Part B	\$6,695.70
Administration	\$37,320.94
Employee & Board	\$1,444.73

<u>Non-Public</u>	
Medical Transportation	\$163.74
Special Run 12-30-25	\$3,171.07

POS 12-30-25	\$457,985.80
POS Special Run 1-9-26	\$207.36
1 <sup>st</sup> of the Month	\$59,911.61
Special Run 1-20-26	\$2,650.00
MA Insurance	\$10,128.66
Medical Transportation	\$6,987.41
POS 1-23-26	\$135,762.84
POS ACH 1-23-26	\$13,277.83

**Warrants for Publication**  
**Warrants Approved On 2/17/2026 For Payment 1/23/2026.**

<u>Vendor Name</u>	<u>Amount</u>
Amundson Funeral Home	\$2,650.00
DHS-SWIFT	\$6,079.54
ENTERPRISE FM TRUST	\$7,149.29
Kustom Kollision LLC	\$2,047.53
Stenshoel-Houske	\$7,950.00
Verizon Wireless	\$3,927.42
Whispering Pines Funeral Home	\$2,650.00
16 Payments less than \$2,000	\$4,867.16
Final Total:	\$ 37,320.94

**Warrants for Publication**  
**Warrants Approved On 2/17/2026 For Payment 1/23/2026.**

<u>Vendor Name</u>	<u>Amount</u>
19 Payments less than \$2,000	\$1,444.73
Final Total:	\$ 1,444.73

**Warrants for Publication**  
**Warrants Approved On 1/20/2026 For Payment 12/30/2025.**

<u>Vendor Name</u>	<u>Amount</u>
3 Payments less than \$2,000	\$3,171.07
Final Total:	\$ 3,171.07

**Warrants for Publication**  
**Warrants Approved On 1/20/2026 For Payment 1/09/2026.**

<u>Vendor Name</u>	<u>Amount</u>
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Assoc Of Minnesota Counties	\$3,807.00
DEED	\$10,604.61
Next Chapter Technology, Inc.	\$45,500.00

Final Total: \$ 59,911.61

**Warrants for Publication**  
**Warrants Approved On 2/17/2026 For Payment 1/20/2026.**

<u>Vendor Name</u>	<u>Amount</u>
Carlin Family Funeral Home	\$2,650.00

Final Total: \$ 2,650.00

Personnel

The Director informed the Board regarding the End of Probationary period for Angela Thompson, Social Worker, effective January 6, 2026.

The Director informed the Board regarding the End of Probationary period for Robert Silvers, Eligibility Worker, effective January 21, 2026.

The Director reviewed the current open positions within Polk County Social Services.

Budget

The Director reviewed with the Board the Social Services Month End Fund Balance Summary from 2002 through December 31, 2025.

County Board Information

Victoria Ramirez, Social Services Manager, reviewed the Tri-Valley Opportunity Council, Inc. Transportation contract for calendar year 2026. Polk County Social Services has a contract with Tri-Valley to deliver Non-Emergency Medical Transportation (NEMT) Services for eligible clients. This contract also serves as a host-county agreement, allowing other counties and tribal agencies to place eligible clients with the provider for these services. This contract was referred to County Board on January 20, 2026.

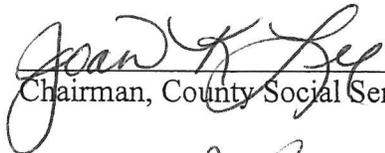
Program Information

Megan Starr, Social Services Supervisor, and Alicia Kieckbusch, Social Services Supervisor, shared with the Board regarding Pre-Truancy, Truancy, Pre-Educational Neglect, and Neglect program reports.

Marni Kelly, Social Services Supervisor, shared with the Board regarding Disability Service updates.

The Director, Molly Paulsrud, Social Services Supervisor, and Jon Street, Financial Assistance Supervisor I, spoke to the Board regarding Northwest MN Center for Hope now known as Recovery Partners. This structured inpatient program designed for individuals with Opioid use disorder, substance use disorder and co-occurring mental health conditions. The program provides comprehensive treatment to support recovery and stabilization. It was reviewed with the Board some challenges putting together a housing support agreement. Commissioner Lee will encourage the provider to connect with the Social Services Director.

  
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Karen Warmack, Director  
Polk County Social Service Center

  
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Joan K. Lee  
Chairman, County Social Service Board

Attest:   
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Robert R. Crite  
Secretary, County Social Service Board