

Aitkin County Board of Commissioners  
Request for County Board Action/Agenda Item Cover Sheet



To: Chairperson, Aitkin County Board of Commissioners Date: 1-4-12

Via: Patrick Wussow, County Administrator

From: Patrick Wussow, County Administrator

Title of Item:

Health & Human Services Redesign Planning Meeting

Requested Meeting Date: 1-10-12 Estimated Presentation Time: \_\_\_\_\_

Presenter: Patrick Wussow, County Administrator

**Type of Action Requested** (check all that apply)

- For info only, no action requested
- For discussion only with possible future action
- Let/Award Bid or Quote (attach copy of basic bid/quote specs or summary of complex specs, each bid/quote received & bid/quote comparison)
- Approve/adopt proposal by motion
- Authorize filling vacant staff position
- Request to schedule public hearing or sale
- Request by member of the public to be heard
- Item should be addressed in closed session under MN Statute \_\_\_\_\_
- Approve under Consent Agenda
- Adopt Ordinance Revision
- Approve/adopt proposal by resolution (attach draft resolution)
- Other (please list) \_\_\_\_\_

**Fiscal Impact** (check all that apply)

- Is this item in the current approved budget? Yes \_\_\_\_\_ No \_\_\_\_\_ (attach explanation)
- What type of expenditure is this?  Operating  Capital  Other (attach explanation)
- Revenue line account # that funds this item is: \_\_\_\_\_
- Expenditure line account # for this item is: \_\_\_\_\_

**Staffing Impact** (Any yes answer requires a review by Human Resources Manager before going to the board)

- Duties of a department employee(s) may be materially affected.  Yes  No
- Applicable job description(s) may require revision.  Yes  No
- Item may impact a bargaining unit agreement or county work policy.  Yes  No
- Item may change the department's authorized staffing level.  Yes  No



**Supporting Attachment(s)**

- Memorandum Summary of Item
- Copy of applicable county policy and/or ordinance (excerpts acceptable)
- Copy of applicable state/federal statute/regulation (excerpts acceptable)
- Copy of applicable contract and/or agreement
- Original bid spec or quote request (excluding complex construction projects)
- Bids/quotes received (excluding complex construction projects, provide comparison worksheet)
- Bid/quote comparison worksheet
- Draft County Board resolution
- Plat approval check-list and supporting documents
- Copy of previous minutes related to this issue
- Other supporting document(s) (please list) \_\_\_\_\_

**Provide eleven (11) copies of supporting documentation NO LATER THAN Wednesday at Noon to make the Board's agenda for the following Tuesday. Items WILL NOT be placed on the Board agenda unless complete documentation is provided for mailing in the Board packets. (see reverse side for details)**

## AITKIN COUNTY ADMINISTRATION

**Aitkin County Courthouse**  
217 Second Street N.W. Room 130  
Aitkin, MN 56431  
218-927-7276  
Fax: 218-927-7374

**TO: Aitkin County Board of Commissioners**

**FROM: Patrick Wussow, Aitkin County Administrator**

**RE: Health and Human Services Redesign Planning Meeting**

**DATE: January 4, 2012**

Please review the attached memo, Tom Burke, Health and Human Services Director, is hoping at least one if not two County Board members can attend this meeting. Commissioner Napstad has attended most if not all of these meetings in the past. I believe Commissioner Westerlund was able to attend at least one meeting last year.

Please contact me if you have any questions.

TO: Region 3 County Commissioners and Human Service Directors  
FROM: Barb Caskey, ARDC  
DATE: January 3, 2012  
RE: January 31, 2012 Human Service Redesign Planning meeting

In 2009, the Minnesota Legislature passed the State-County Results, Accountability and Service Redesign Act creating opportunities for counties to redesign and reform county human services.

During 2010, the Region 3 human service directors met several times with a small group of commissioners from each county to share information and facilitate a regional dialogue about human service redesign.

Based upon these discussions, initial redesign efforts in 2011 were focused on developing a shared electronic infrastructure for income maintenance services. Following completion of a due diligence process, market survey and RFP, eDocument Resources was selected as the vendor for the regional electronic data management system (EDMS). Implementation will begin in 2012.

The Region 3 human service directors would like to meet again with commissioners to continue the regional dialogue regarding redesign in the Arrowhead region. A meeting has been scheduled for Tuesday, January 31, 2012. Anticipated agenda items include a recap of redesign discussion to date, updates on EDMS planning, legislation, redesign activities across the state, existing regional multi-county initiatives, and a regional discussion about potential next steps towards redesign in this region.

**When:** Tuesday, January 31, 2012  
10:00 a.m. – 2:00 p.m.

**Where:** IRRRB Building  
Eveleth, Minnesota

**RSVP:** Barb Caskey, ARDC  
[bcaskey@ardc.org](mailto:bcaskey@ardc.org), 1-218-529-7536

A light lunch will be provided. Please RSVP by Wednesday, January 25, 2012 so we can plan for the anticipated number of attendees.