

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
December 20, 2011**

I. Call to Order

The Aitkin County Board of Commissioners met this 20th day of December, 2011, at 9:02 a.m. as the Aitkin County Health & Human Services Board, beginning with the Pledge of Allegiance, with the following members present: Chairperson Commissioner Laurie Westerlund; Commissioners Ann Marcotte Brian Napstad, Don Niemi and Mark Wedel; and others present included: County Administrator Patrick Wussow; Health & Human Services Director Tom Burke; Staff Members Sue Tange and Susan Cebelinski, Social Service Supervisors; Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Cynthia Bennett, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, DAC & HHS Advisory; Cheryl Meld & Tricia Martin, HHS Advisory Committee Member; Ronda Shaw, LAC; Adam Cook, Law Enforcement Scholarship Recipient; and Georgia Johnson, Citizen.

II. Pledge of Allegiance

III. Approval of Agenda

Motion by Commissioner Napstad, seconded by Commissioner Wedel, and carried; the vote was to approve the revised agenda.

A. *Sheriff Scott Turner presented Adam Cook with the Minnesota Sheriff's Association Law Enforcement Scholarship and check in the amount of \$600.00.*

IV. Review November 22, 2011 Health & Human Service Board Minutes

Motion by Commissioner Wedel, seconded by Commissioner Napstad, and carried; the vote was to approve the November 22, 2011 Health & Human Services Board Meeting Minutes as mailed.

V. Review Bills

Motion by Commissioner Napstad, seconded by Commissioner Wedel, and carried; the vote was to approve the Bills as presented this date.

VI. General/Miscellaneous Information

- A. **2012 MACSSA Legislative Platform/LPHA Legislative Priorities**--Tom Burke discussed and answered questions regarding the upcoming Initiatives and Priorities which included simplifying the application process, e-docs efficiency, and the passage of the Northstar Care for Children Act.
- B. **Shaping Minnesota's Human Services Future** – Tom Burke reviewed the MACSSA Policy Vision for delivery of human services.
- C. **Mental Health – Local Area Council (LAC) Annual Report – Rhonda Shaw** - Susan Cebelinski noted that it is in legislation that each county have a Mental Health Local Advisory Council and part of the duties of that organization is to keep the County Board updated on the unmet needs of the Mental Health consumers in Aitkin County.
- D. **Appointment of Candidates to the Health & Human Services Advisory Board**
Current Members seeking re-appointment:
1. **Jim Carlson, McGregor – Commissioner District 4**
 2. **Roberta Elvecrog, Aitkin – Commissioner District 3**
 3. **Robert Lewis, McGregor – Commissioner District 4**
 4. **Tricia Martin, Aitkin – Commissioner District 1**

First Time Candidates:

- 5. Vernon Awes, McGregor – Commissioner District 4**
- 6. Renee Larson, Aitkin – Commissioner District 1**
- 7. Michele Plagman, Aitkin – Commissioner District 2**

Motion by Commissioner Wedel, seconded by Commissioner Marcotte, and carried; the vote was to approve the appointment of the seven candidates to the Health & Human Services Advisory Committee.

Current Members seeking re-appointment:

1. Jim Carlson, McGregor – Commissioner District 4
2. Roberta Elvecrog, Aitkin – Commissioner District 3
3. Robert Lewis, McGregor – Commissioner District 4
4. Tricia Martin, Aitkin – Commissioner District 1

First Time Candidates:

5. Vernon Awes, McGregor – Commissioner District 4
6. Renee Larson, Aitkin – Commissioner District 1
7. Michele Plagman, Aitkin – Commissioner District 2

VII. Contracts

- A. Letter of Agreement between Aitkin County Health & Human Services and Mark Heggem, MD as a Public Health Medical Consultant for the period December 1, 2011 through December 31, 2012.** *Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Letter of Agreement between Aitkin County Health & Human Services and Mark Heggem, MD as a Public Health Medical Consultant for the period December 1, 2011 through December 31, 2012.*
- B. Home & Community-Based Waiver Services Contract between Aitkin County Board of Commissioners through Aitkin County Health & Human Services and Spectrum Community Health, Inver Grove Heights, for the period July 1, 2011, through June 30, 2014.** *Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Home & Community-Based Waiver Services Contract between Aitkin County Board of Commissioners through Aitkin County Health & Human Services and Spectrum Community Health, Inver Grove Heights, for the period July 1, 2011, through June 30, 2014.*
- C. Purchase of Service Contract for MFIP Employment and Training Services for the period January 1, 2012 through December 31, 2012 between ACH&HS and:**
 - 1. Arrowhead Economic Opportunity Agency**
 - 2. Northeast Minnesota Office of Job Training***Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Contract for MFIP Employment and Training Services for the period January 1, 2012 through December 31, 2012 between ACH&HS and:*
 1. Arrowhead Economic Opportunity Agency
 2. Northeast Minnesota Office of Job Training
- D. Ambulance Service Contracts for the period January 1, 2012 through December 31, 2012, between Aitkin County Board of Commissioners and:**
 - 1. McGregor Area Ambulance Service**
 - 2. Meds-1 Ambulance Service, Inc.**
 - 3. Mille Lacs Health System Ambulance (formerly Isle Ambulance)**
 - 4. North Memorial Medical Transportation**

Motion by Commissioner Wedel, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the Ambulance Service Contracts for the period January 1, 2012 through December 31, 2012, between Aitkin County Board of Commissioners and:

1. *McGregor Area Ambulance Service*
2. *Meds-1 Ambulance Service, Inc.*
3. *Mille Lacs Health System Ambulance (formerly Isle Ambulance)*
4. *North Memorial Medical Transportation*

E. Agreement between Northland Counseling Center, Inc. and Aitkin County for Detoxification Services for the period January 1, 2012 through December 31, 2012. *Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Agreement between Northland Counseling Center, Inc. and Aitkin County for Detoxification Services for the period January 1, 2012 through December 31, 2012.*

F. Home & Community-Based Waiver Services Contract between Aitkin County Board of Commissioners through Aitkin County Health & Human Services and Advantage PCA Services, Brainerd, for the period November 1, 2011, through December 31, 2014. *Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Home & Community-Based Waiver Services Contract between Aitkin County Board of Commissioners through Aitkin County Health & Human Services and Advantage PCA Services, Brainerd, for the period November 1, 2011, through December 31, 2014.*

VIII. Administrative Reports:

- A. **Caseload Update & Graph** – Eileen Foss, Income Maintenance Supervisor, updated the Board that because of the CAP Agency reductions, we are seeing an increase in requests for assistance resulting in an increased number of cases.
- B. **Financial & Transportation Reports** – Kathy Ryan, Fiscal Supervisor, reviewed the Financial Reports with the Board.
- C. **Child Protective Services** – (FGDM & Triple P) – Sue Tange reviewed the Memo included in the packet. Sue noted that for the three years (2009-2010-2011) for 12 cases using either the FGDM or Triple P, the cost of the supportive services was \$8,776.31.

IX. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** - Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Cheryl Meld & Tricia Martin **See attached minutes from the December 7th, 2011 meeting.** Commissioner Westerlund discussed the presentation made by Sue Tange at the Dec. 7th meeting on Foster Care and Levels of Care and Costs.
- B. Tri-County Community Health Services Board – Commissioner Westerlund noted they had Dale Gordon, CPA, at the meeting for an audit, noting various items to be addressed. They had a Triad update, and also discussed flu clinics noting the various responses to folks getting flu shots this year (some clinics have lots of serum left and others are nearly out). Noted that the doctor that was their consultant retired and a new physician in Itasca County has agreed to the position.
- C. AEOA / NEMOJT Committee Updates – Commissioner Napstad noted AEOA has not met this quarter but meets tomorrow. NEMOJT met this month noting the grants the agency receive. Much of the discussion centered around the MFIP contracts and reductions.
- D. CJJ (Children's Justice Initiative) – Commissioner Westerlund didn't attend the CJJ meeting.

FYI: 2012 Health & Human Services Board Meeting Dates - Motion by Commissioner Wedel, seconded by Commissioner Niemi, and carried, the vote was to approve the 2012 Health & Human Services Board Meeting Dates noting the cancellation of the December 25th meeting date and setting Tuesday, December 18th, 2012 for the Health & Human Services meeting.

X. Adjournment: Next Meeting – January 24, 2012
Motion by Commissioner Wedel, seconded by Commissioner Marcotte, and carried; the vote was to adjourn the meeting at 10:13 a.m.

Laurie Westerlund, Chairperson

Tom Burke, Director
Aitkin County Health & Human Services

Julie Lueck, Clerk to Aitkin County Health & Human Services Board