

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
April 24, 2012**

I. Call to Order

The Aitkin County Board of Commissioners met this 24th day of April, 2012, 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 Mark Wedel; Commissioners Anne Marcotte, Brian Napstad, Don Niemi and Laurie Westerlund; and others present included: County Administrator Patrick Wussow; H&HS 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; Bob Lewis, HHS Advisory Committee Member; Nanci Sauerbrei, Aitkin Independent Age; and Georgia Johnson, Citizen.

II. Pledge of Allegiance

III. Approval of Agenda

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the agenda with the addition of the Resolution under VI.B.

IV. Review March 27, 2012 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the March 27, 2012 Health & Human Services Board Meeting Minutes as mailed/posted.

V. Review Bills

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

VI. General/Miscellaneous Information

A. ARMHS Certification Letter & May/Mental Health Month – Susan Cebelinski updated the board on the attached letter of certification allowing Northland Counseling to provide ARMHS services to Hill City and the Palisade areas of the county. Susan felt that this certification will fill a gap in adult mental health services for that area of the county. This update does not require board action.

B. RESOLUTION

**Authorization to Request Support from the Department of Human Services (DHS)
to Pursue a Regional Pilot of Child Support**

WHEREAS, Minnesota Child Support is a state administered, county run program that works with parents to establish and enforce support orders; and

WHEREAS, The child support program helps children receive the basic financial support, medical support, and child care support they deserve, helps families work toward becoming and remaining self-sufficient, and helps parents establish a financial partnership with each other; and

WHEREAS, In the spirit of collaboration, Child Support Supervisors from the seven county Arrowhead Region have been meeting over the past year and have suggested a number of enhanced service ideas worthy of exploration; and

WHEREAS, As the result of Region 3 Commissioner's directive at the January 31st meeting, County Directors and Child Support Supervisors have been exploring the possibility of regional collaboration of the Child Support Program; and

WHEREAS, There is a desire among all seven Counties to test these options by requesting formal support from the MN Department of Human Services (DHS); and

WHEREAS, The goal is to pursue a regional pilot and develop a practical operational plan. The desired outcome is greater service to the public and long term financial savings through program and technological efficiencies; and

WHEREAS, We believe that there may be some long term financial benefits/savings as Region 3 works together on the following:

- EDMS – An electronic document system
- ITV – Interactive communication systems for court, clients, and staff
- Shared Supervision
- Regional Child Support Procedures Manual and regional trainers
- Specialization across county lines, sharing expertise, etc. in the following areas; Interstate, FIDM, Excess Support, Judgment tracking and renewals, Arrears Only, Recreational License suspension and Account Review
- Shared special projects
- Waivers (from DHS) from the responsibility of collection of child care and unreimbursed medical.
- Grants – Pursue the possibility of obtaining regional grants to assist in planning, restructuring and maintaining momentum in regional collaborative efforts.

NOW, THEREFORE, BE IT RESOLVED, the Aitkin County Board of Commissioners agrees to authorize the Health & Human Services Department to join with the six other counties of Region 3 in exploring options for collaboration and sharing resources in the Child Support Program area.

Commissioner Marcotte moved the adoption of the resolution, seconded by Commissioner Napstad, and it was declared adopted upon the following vote:

Members Present: 5

ALL MEMBERS VOTING

"Yes"

VII. **Contracts**

- A. **Purchase of Service Agreement between CORE Professional Services, P.A., Brainerd, and ACHHS for the period January 1, 2012 through December 31, 2012.** Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement between CORE Professional Services, P.A., Brainerd, and ACHHS for the period January 1, 2012 through December 31, 2012.

VIII. **Administrative Reports:**

- A. **Caseload Update & Graph** – Eileen Foss, Income Maintenance Supervisor, noted there haven't been many changes to the caseload numbers. She also updated the Board that the former Food Stamp Program and then Food Support Program is now using the Federal program name called SNAP (Supplemental Nutrition Assistance Program) which is meant to supplement the client's food budget and the benefit not be viewed as their total food budget. Clients still use their EBT cards to access benefits.
- B. **Financial & Transportation Reports** – Kathy Ryan, Fiscal Supervisor, noted we are on track for the year.

IX. Joint Powers Board Reports:

- A. Tri-County Community Health Services Board (CHS) – Cynthia Bennett / Tom Burke / Commissioner Westerlund** – No Report at this time as the schedule for those usually attending conflicted with other meetings.

X. Committee Reports from Commissioners

- A. H&HS Advisory Committee** - Commissioners Westerlund and/or Marcotte
Meeting updates from Committee Members: Bob Lewis & Roberta Elvecrog
See attached minutes from the April 4, 2012 meeting. Bob Lewis noted the presentation that was given at the meeting with respect to the Senior Linkage Line with Assisted Living and the number code each person needs prior to entering an assisted living facility which provides assistance with proper usage of personal resources. Roberta Elvecrog noted the committee will be serving the community meal on May 16th in McGregor. The committee also discussed Community Recognitions which will be discussed further in June. Roberta Elvecrog also discussed the AEOA Bus Schedule which still has not been corrected and updated on the webpage or the brochures.

Additional Information: Discussion relative to an e-mail from Ramona Hooper to the Board members with respect to an HRA building (Pioneer Villa in McGregor) where flowers have been planted around the perimeter of the building and HRA are directing the residents to remove the flowers to make way for lawn. Commissioner Niemi will call asking why the flowers need to be removed. Board is directing County Administrator Pat Wussow to send a letter to HRA expressing the Board's feeling with respect to allowing the residents to maintain the flower beds.

- B. AEOA / NEMOJT Committee Updates** – Commissioner Napstad noted there is nothing to report this month.
- C. CJI (Children's Justice Initiative)** – Commissioner Westerlund was not in attendance at the CJI meeting due to a schedule conflict. Sue Tange noted there was good discussion amongst the departments at the CJI meeting.

XI. Adjournment: Next Meeting – May 22, 2012

Motion by Commissioner Marcotte, seconded by Commissioner Westerlund, and carried; the vote was to adjourn the meeting at 9:36 a.m.

Mark Wedel, Chairperson

Tom Burke, Director
Aitkin County Health & Human Services

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