

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
May 22, 2012**

I. Call to Order

The Aitkin County Board of Commissioners met this 22nd day of May, 2012, at 9:15 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; Julie Lueck, Clerk to the Health & Human Services Board; and guests; DeAnn Lamke and Jane Arnold, HHS Employees; Roberta Elvecrog, DAC & HHS Advisory; Kathy Barker & Dave Leaf, HHS Advisory Committee Members; Bob Harwarth, Citizen; Theresa & Mike Olson, Chappy's; Jeanne Schram, Aitkin Independent Age; and Georgia Johnson, Citizen.

II. Pledge of Allegiance

* It should be noted that at 9:00 a.m., an **EMPLOYEE RECOGNITION** for those employees reaching their anniversary date during the first quarter of 2012, took place with Certificates presented by **Bobbie Danielson, Human Resources Director, to Jane Arnold, Financial Worker for 10 years of Service to Aitkin County; Julie Hughes, Chief Deputy Treasurer, for 10 years of Service to Aitkin County; DeAnn Lamke, Financial Worker for 15 years of Service to Aitkin County; Cathy Olson, Secretary in the Assessor's office, for 15 years of Service to Aitkin County; Julie Lueck, Office Support Specialist Senior, for 25 years of Service to Aitkin County.**

III. Approval of Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve the agenda as mailed/posted.

IV. Review April 24, 2012 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the April 24, 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. Support Within Reach – Kari Horbacz, Aitkin Victim Services Coordinator
& Amanda Ysen, Executive Director**

– These ladies gave an overview of the Support Within Reach program that serves Aitkin and Itasca Counties. The services provided in both counties include: (1) Victim Support & Advocacy Services such as 24-hour Crisis line; One to One Counseling; Legal accompaniment; Medical accompaniment; and Support Groups; (2) Community Action Volunteer Program; (3) Coordinated Community Response Program which includes the "SMART" team (Sexual Assault Multi-Disciplinary Action Response Team); and (4) Prevention Education & Awareness Programs.

- B. ARMHS Certification Letter for Family Support Services & May - Mental Health Month –**
Susan Cebelinski discussed the letter to DHS for the Local Recertification Process and Application for the Family Support Services, Inc. Susan also reminded the Board that May is Mental Health Month and due to the loss of some of the key members of the LAC they were not able to host some of the activities and events they had originally planned.
- C. TXT4LIFE Update –** Tom Burke discussed this program of suicide prevention currently for individuals under 24 years of age. The program has grown quite a bit and it will be going statewide within the next 12 months. They have found success with children using it.

VII. Contracts

- A. Administration Agreements for Purchase of Supplies & Equipment for the period July 1, 2012 to June 30, 2015 between Aitkin County Health & Human Services and:**
 - 1. **Aitkin Medical Supply, Aitkin, MN**
 - 2. **Lake Superior Medical Equipment, Inc., Duluth, MN**
 - 3. **Lifeline System Company dba Phillips Lifeline, Framingham, MA**
 - 4. **PAL Medical System, Grand Rapids, MN**
 - 5. **Wheelchairs Plus, Grand Rapids, MN**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Administration Agreements for Purchase of Supplies & Equipment for the period July 1, 2012 to June 30, 2015 between Aitkin County Health & Human Services and:

 - 1. *Aitkin Medical Supply, Aitkin, MN*
 - 2. *Lake Superior Medical Equipment, Inc., Duluth, MN*
 - 3. *Lifeline System Company dba Phillips Lifeline, Framingham, MA*
 - 4. *PAL Medical System, Grand Rapids, MN*
 - 5. *Wheelchairs Plus, Grand Rapids, MN*
- B. Purchase of Service Agreements for the period July 1, 2012 to June 30, 2015, between Aitkin County Health & Human Services and:**
 - 1. **Connections FSE Services, Prior Lake, MN**
 - 2. **Consumer Directions, St. Cloud, MN**
 - 3. **Mains'l Services, Inc., Brooklyn Park, MN**

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period July 1, 2012 to June 30, 2015, between Aitkin County Health & Human Services and:

 - 1. *Connections FSE Services, Prior Lake, MN*
 - 2. *Consumer Directions, St. Cloud, MN*
 - 3. *Mains'l Services, Inc., Brooklyn Park, MN*
- C. Home and Community-Based Waiver Services Contract for the period July 1, 2012 through June 30, 2015, between Aitkin County Health & Human Services and:**
 - 1. **Access Healthcare, Inc., Grand Rapids, MN**
 - 2. **Access North, Center for Independent Living of NEMN, Hibbing, MN**
 - 3. **Aicota Health Care Center, Aitkin, MN**
 - 4. **ANGELS, McGregor, MN**
 - 5. **Golden Horizons Assisted Living, Aitkin, MN**
 - 6. **Grattan Private Duty Nursing, Inc., Brainerd, MN**
 - 7. **Lutheran Social Services Senior Companion Program, St. Paul, MN**
 - 8. **Oakridge Homes, Inc., Brainerd, MN**

9. **Rocky Ridge Adult Foster Care Home, Aitkin, MN**
10. **Jared & Crystal Stein Adult Foster Care Home, Isle, MN**

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve and authorize the Board Chair to sign the Home and Community-Based Waiver Services Contract for the period July 1, 2012 through June 30, 2015, between Aitkin County Health & Human Services and:

1. *Access Healthcare, Inc., Grand Rapids, MN*
2. *Access North, Center for Independent Living of NEMN, Hibbing, MN*
3. *Aicota Health Care Center, Aitkin, MN*
4. *ANGELS, McGregor, MN*
5. *Golden Horizons Assisted Living, Aitkin, MN*
6. *Grattan Private Duty Nursing, Inc., Brainerd, MN*
7. *Lutheran Social Services Senior Companion Program, St. Paul, MN*
8. *Oakridge Homes, Inc., Brainerd, MN*
9. *Rocky Ridge Adult Foster Care Home, Aitkin, MN*
10. *Jared & Crystal Stein Adult Foster Care Home, Isle, MN*

Questions arose as to the number of contracts we have in the various categories. We will research that question and provide numbers for the June meeting. Also discussed whether these contracts could be presented under a Consent Agenda. We will look at including a Consent Agenda within the Health & Human Services Board Agenda. Also a request to think about possibly making the County Agenda and H&HS Agenda more similar.

VIII. Administrative Reports:

- A. **Caseload Update & Graph** – Eileen Foss, Income Maintenance Supervisor noted there is nothing unusual on the current report. Eileen Foss noted the Minnesota Care has a difference in numbers and that in some cases they were closed for paperwork issues and could then be re-opened after this report is run.
- B. **Financial & Transportation Reports** – Kathy Ryan, Fiscal Supervisor, was not in attendance at this meeting. Commissioner Napstad noted the efficiency and reasonable cost of the transportation we provide through volunteer drivers.

IX. Joint Powers Board Reports:

- A. **Tri-County Community Health Services Board (CHS) – Cynthia Bennett / Tom Burke / Commissioner Westerlund – No Report Next Meeting Scheduled for June 22nd.**

X. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** - Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Kathy Barker, Dave Leaf & Roberta Elvecrog – **No regular May meeting as committee members served the Community Meal in McGregor on May 16th.** It was noted that 82 people attended the Community Meal and the committee is booked to serve the meal again in May of 2013. Roberta Elvecrog also noted that AEOA has still not updated their website or brochures for the Blue Bus. Patrick Wussow also noted they have not responded to his letter either. Discussion lead to suggested action for Patrick Wussow to send a letter to Harlan Tardy, Executive Director at AEOA with copies of the letters that have previously been sent to them, asking for corrections and updates be made to their website and brochures and noting the lack of returned phone calls from AEOA. (A copy of the letter to Mr. Tardy should be forwarded to Commissioner Napstad for further inquiry at his next AEOA meeting.)
- B. **AEOA / NEMOJT Committee Updates** – Commissioner Napstad noted NEMOJT met on May

