

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
August 28, 2012**

I. Call to Order

The Aitkin County Board of Commissioners met this 28th day of August, 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 & Susan Cebelinski, Social Service Supervisors; Eileen Foss, Income Maintenance Supervisor; Cynthia Bennett, Public Health Supervisor; Kathleen Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; Steve Bennett, IT Dept.; Ross Wagner, Economic Development Dept.; and guests; Michelle Ufford, NEMOJT, Presenter; Roberta Elvecrog, DAC & HHS Advisory; Vern Awes, HHS Advisory Committee Member; Nanci Sauerbrau, 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 as presented today.

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

Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the July 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. Economic and Workforce Program Trends – Michelle Ufford, NE MN Office of Job Training** gave a Powerpoint presentation on the Economic and Workforce Trends in Minnesota with comparisons to other counties in the Northeast region which included: Aitkin, Carlton, Cook, Itasca, Koochiching, Lake and St. Louis. (See copy of attached PowerPoint.)
- B. Zixport/ZixGateway Email Encryption** – Tom Burke discussed the secure system to communicate with encryption for e-mail. The actual cost is \$1,600 per year for 3 years or \$4,800 plus the gateway cost of \$2,457 per year for 3 years to equal \$7,371 for a three year contract. *Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the purchase of the Zixport/ZixGateway Email Encryption service.*
- C. Budget Discussion – Tom Burke/Kathy Ryan** – Bottom line comes in at 1.6% which brings us in just above the 2008 levy amount. Various aspects of the budget were reviewed and discussed with the Board.

D. PH Nuisance Abatement – Tom Burke reviewed the Public Health Nuisance property documentation for proceeding with the abatement. Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to authorize Tom Burke to proceed with the abatement of this Public Health Nuisance per Aitkin County Policy.

E. Medica Disclosure of Ownership & Management Information & Exclusions Statement for Providers – Tom Burke discussed the issue surrounding the requested information for the Health Care Providers.

VII. Administrative Reports:

A. Caseload Update & Graph – Eileen Foss, Income Maintenance Supervisor, reviewed the monthly caseload history report.

B. Financial & Transportation Reports – Kathy Ryan, Fiscal Supervisor, noted that we are running on track with the budget.

VIII. Joint Powers Board Reports:

A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke / Cynthia Bennett Minutes of the August 9th meeting & Fund Balance Policy

Commissioner Westerlund discussed the MN Vaccines for Children noting this is a federally funded program to provide vaccines to underinsured or uninsured children noting that beginning July 1, 2012, private clinics will no longer be reimbursed for these vaccines, and underinsured or uninsured children must obtain this vaccine through public health if they would like the vaccine at no charge. Cynthia Bennett noted that Riverwood HealthCare Center is excluded from that although other clinics may not be. We have ordered extra vaccine from MDH in case there are families that need to access our Public Health clinics. Next meeting will be in International Falls October 10th and Commissioner Westerlund and Cynthia Bennett will be attending the CHS Conference the first week in October. Cynthia Bennett also discussed the Community Transformation Grant noting the seven county region will receive \$675,000 per year for the next four years to work on four areas to include: Health Food Environment, Tobacco Free Environment, Physical Activity Environment, and Health Care Setting Environment.

IX. Committee Reports from Commissioners

A. H&HS Advisory Committee - Commissioners Westerlund and/or Marcotte

Meeting updates from Committee Members: Vernon Awes & Roberta Elvecrog
Draft copy of the Minutes of the August 1st meeting. Roberta Elvecrog noted they viewed the “Just in Time” Video relating to the flood in Aitkin County and also had a presentation from Cheryl Meld, Stacey Durgin, and Kami Genz with respect to Health Education in Schools and Youth Risk Behaviors.

B. AEOA / NEMOJT Committee Updates – Commissioner Napstad noted AEOA has not met recently and NEMOJT did have a meeting and discussed the businesses that employ the people we serve and discussed their visit to a particular site, Silicon Industry, who manufacture silicon panels that they make into solar panels.

C. CJI (Children’s Justice Initiative) – Commissioner Westerlund updated the Board on a presentation and update from Brian Crowley on Remnica House and its usage.

- X. Adjournment: Next Meeting – September 25, 2012**
Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to adjourn the meeting at 11:20 a.m.

Mark Wedel, Chairperson

Tom Burke, Director
Aitkin County Health & Human Services

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

**The Statistical Reports for the second quarter of 2012
for Income Maintenance, Social Services and Public Health were included in the packet.**