

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
November 27, 2012**

I. Call to Order

The Aitkin County Board of Commissioners met this 27th day of November, 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, Don Niemi and Laurie Westerlund; and others present included: County Administrator Patrick Wussow; H&HS Director Tom Burke; Staff Members Cynthia Bennett, Public Health Supervisor; Sue Tange and Susan Cebelinski, Social Services Supervisors; Kathleen Ryan, Fiscal Supervisor; Eileen Foss, Income Maintenance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, DAC & HHS Advisory; Cheryl Meld, HHS Advisory; and Nanci Sauerbrau, Aitkin Independent Age. Commissioner Napstad was absent for this meeting.

II. Pledge of Allegiance

III. Approval of Agenda

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the agenda as revised with the addition of G. under Contracts..

IV. Review October 23, 2012 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the October 23, 2012 Health & Human Services Board Meeting Minutes as mailed/posted.

V. Review Bills

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

VI. General/Miscellaneous Information

- A. Review of Proposed 2013 Health & Human Services Board Meeting dates.** *Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve the proposed 2013 Health & Human Services Board Meeting dates.*
- B. Purchase of CHAMPS Software System through the CHS Board –Tom Burke noted this is the software for Public Health and it is coming in at a very reasonable rate in light of the fact that we are doing the three counties together (for the Tri-County Joint Powers which is Aitkin – Itasca - Koochiching) which is what has kept the price down. We will have a very similar program for all three counties. The contract will be signed by the Tri-County Administrator through the Joint Powers. We do have some money into this which is why we have to have our local county approval as well. Because we are part of the Tri-county, we have to make sure we look at what is going on there because we have staff that are impacted by services that come through that and make sure the programs are up to standards for our county. Jim Ratz has reviewed the contract that is going to be signed by the Tri-County Administrator with some additional recommendations. When the contract is signed by CHAMPS and the Tri-County, it would be Tom Burke’s recommendation that he and the Board Chair be approved to sign it contingent on approval by the County Attorney.** *Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair and Tom Burke, Director, to sign the contract for the Purchase of the CHAMPS Software System at which time it has been signed by CHAMPS and the Tri-County Joint Powers Board and has been approved by the Aitkin County Attorney.*

- C. DHS Adoption and Foster Care Recruitment Grant (10/12/12-6/30/13) for the reimbursement of costs of LexisNexis Accurint licenses –This is a pass thru as we are going to get reimbursed 100% by the State for this LexisNexis program which is the ability to do an extensive relative search for a child going into foster care in order to find family members for possible placement which is ordered by the court. This is a service we have not had in the past and the state was able to obtain it at a very reasonable rate. So they purchased it because they have Federal guidelines that they have to abide by in order that we make sure we follow protocol and look for all potential relatives possible and this will give us a better tool to do that. So this approval is that we will accept the State’s dollars and pay for this service with LexisNexis. We will have only one license in the county and only one person (Sue Tange) will be able to do the search for our county. *Motion by Commissioner Marcotte, seconded by Commissioner Westerlund, and carried, the vote was to approve and authorize the Board Chair to sign the Grant Award (Attachment A) and authorize Tom Burke, Director, to sign the additional documentation within the LexisNexis Account Form for the DHS Adoption and Foster Care Recruitment Grant (10/12/12-6/30/13) for the reimbursement of costs of LexisNexis Accurint license.***
- D. MACSSA 2013 Legislative Initiatives – Tom Burke noted this document addresses the issues that will be brought up at AMC next week. A lot of AMC and MACSSA energy focuses on the federal dollars and trying to ensure that we maximize those dollars and also utilize the State dollars so that the local county dollars are going to be overly dependent upon whereas in past history there have been many times where the county dollar has been dependent upon either to augment or not immediately replace the federal or state losses. We have been very careful in Aitkin not to do that. We have not put in extra dollars in the budget to augment what has been taken away by the State and/or Feds. We’ve made due with the losses we’ve had and it is important to continue that because you can only maintain it so long because the local dollar, especially in a small county, cannot make up for the larger Federal dollars. Aligning the funding with outcomes will be huge. That is looking for services that have been looked at across the nation with positive outcomes. We are not going to provide services unless the services have been studied well. In the future, the Fed are looking at not giving local dollars unless they see counties and or states making positive gains in the numbers they are looking for. It may not be lower out of home placements, it may be kids that go into out of home placement get out sooner and they don’t re-enter as often. This could be an outcome we are looking for in order for positive results. The second area, huge area, is the IT where we are trying to enhance computer systems to make sure that we are able to talk to each other and share data and not have to put information in fifteen different places.**

VII. Contracts

- A. Purchase of Service Agreement to provide Minnesota Family Investment Program (MFIP) Employment & Training Services and Diversionary Work Program services (DWP) for the period January 1, 2013 to December 31, 2013 between ACHHS and:**
- 1. Arrowhead Economic Opportunity Agency**
 - 2. Northeast Minnesota Office of Job Training**

Motion by Commissioner Niemi, seconded by Commissioner Westerlund, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement to provide Minnesota Family Investment Program (MFIP) Employment & Training Services and Diversionary Work Program services (DWP) for the period January 1, 2013 to December 31, 2013 between ACHHS and:

- 1. Arrowhead Economic Opportunity Agency*
- 2. Northeast Minnesota Office of Job Training*

B. Ambulance Service Contracts for the period January 1, 2013 to December 31, 2013, between ACHHS and:

- 1. McGregor Area Ambulance Service, McGregor**
- 2. Meds-1 Ambulance Service Inc.**
- 3. Mille Lacs Heath System Ambulance**
- 4. North Memorial Medical Transportation**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Ambulance Service Contracts for the period January 1, 2013 to December 31, 2013, between ACHHS and:

- 1. McGregor Area Ambulance Service, McGregor*
- 2. Meds-1 Ambulance Service Inc.*
- 3. Mille Lacs Heath System Ambulance*
- 4. North Memorial Medical Transportation*

C. Purchase of Service Agreement to provide mental health services for the period January 1, 2013 to December 31, 2013 between ACHHS and:

- 1. George Tetreault, Baxter**
- 2. CORE Professional Services, P.A., Brainerd**
- 3. Northern Psychiatric Associates, Baxter**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement to provide mental health services for the period January 1, 2013 to December 31, 2013 between ACHHS and:

- 1. George Tetreault, Baxter*
- 2. CORE Professional Services, P.A., Brainerd*
- 3. Northern Psychiatric Associates, Baxter*

D. Agreement between Northland Counseling Center, Inc. and ACHHS for Detoxification Services for the period January 1, 2013 to December 31, 2013

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve and authorize the Board Chair to sign the Agreement between Northland Counseling Center, Inc. and ACHHS for Detoxification Services for the period January 1, 2013 to December 31, 2013

E. Purchase of Service Agreement between ACHHS and New Pathways, Inc., Brainerd Facility, to provide case management services for the period January 1, 2013 to December 31, 2013.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement between ACHHS and New Pathways, Inc., Brainerd Facility, to provide case management services for the period January 1, 2013 to December 31, 2013.

F. Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, a medical doctor practicing at Riverwood Healthcare Center, Aitkin, for the purpose of Public Health Medical Consultant for the period January 1, 2013 through December 31, 2013.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, a medical doctor practicing at Riverwood Healthcare Center, Aitkin, for the purpose of Public Health Medical Consultant for the period January 1, 2013 through December 31, 2013.

G. Cooperative Agreement Under Title IV-D with ACHHS, The Aitkin County Sheriff, and the Aitkin County Attorney for the period January 1, 2013, through December 31, 2014.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Cooperative Agreement Under Title

