

**AITKIN COUNTY HEALTH & HUMAN SERVICE  
ADVISORY COMMITTEE MEETING MINUTES  
Wednesday, January 9, 2012**

**Committee Members Present:**

Vernon Awes  
 Jim Carlson  
 Roberta Elvecrog  
 Mickey Gault  
 Kami Genz, CMCC  
 Renee Larson  
 David Leaf  
 Robert Lewis  
 Tricia Martin, ACCare  
 Jessi Schultz, AFSCME Union Rep  
 Cheryl Meld  
 Michele Plagman  
 Commissioner Anne Marcotte  
 Commissioner Laurie Westerlund

**Others Present:**

Tom Burke, Director  
 Eileen Foss, Income Maintenance Supervisor  
 Julie Lueck, Clerk to this Committee  
 Aileen DeMenge, Aitkin Workforce

**Absent:**

**I. Approval of Agenda**

*Motion by Bob Lewis, seconded by Vern Awes, and carried; the vote was to approve the Agenda with the addition of Operation Christmas Update under IV. A. Hot Topics.*

**II. Approval of Minutes of the December 5, 2012 Meeting**

*Motion by Dave Leaf, seconded by Bob Lewis, and carried; the vote was to approve the December 5, 2012, minutes as mailed.*

**III. Workforce Center Staff Presentation - AEOA / NEMOJT - Aileen DeMenge**

Arrowhead Economic Opportunity Agency / NorthEast Minnesota Office of Job Training

Aileen discussed the statistics for the various programs they provide noting the comparisons for the past three years as follows:

	2012	2011	2010
MFIP	98	72	98
DWP	76	58	69

Aileen also noted that 77% of the DWP participants DID NOT transfer to MFIP. 23% transferred due to child under 12 month exemption, family violence waiver, mental health or physical health issues, or low education attainment. Average wage for families exiting the program is \$9.86 per hour. The Workforce Center has had 10,757 people who have walked through their doors in the past three years and 15,960 over the past four years. Their average number of monthly phone calls is 510. When discussing their programs, Aileen noted that 111 different people attend job club from January 1 through November 30, 2012. WFC (WorkForce Center) staff provided 265 hours of direct education to MFIP and DWP participants and 35 people attended Creative Job search in 2012. WFC staff also provide services in McGregor at the MORE Building (McGregor Offering

Resources Effectively) and one time per month in Hill City at the City Hall.

**IV. Hot Topics for Discussion**

**A. Operation Christmas Update** – Jim Carlson gave an update on the 2012 Operation Christmas program noting that it was held at the Moose Lodge at no charge for the four days (1 day to set up and 3 days for shopping appointments). They provided \$40.00 worth of gifts for approximately 500 kids that were signed up from 220 families and additional kids/families after the initial appointments were set up. All the donated dollars were used to buy toys as there is no overhead costs whatsoever. Jim will bring back a written statistical report to our next Advisory meeting.

**V. Comments:**

**A. Comments from the Committee Members for the Commissioners relative to HHS**

Nothing noted at this time.

**B. Feedback from the Board Meeting – December 18<sup>th</sup> – Cheryl Meld / Roberta Elvecrog**

It was noted that Eileen Foss, IM Supervisor, gave a presentation to the Board discussing general scenarios of clients in need. It was also noted that the Board approved the appointment and re-appointment of members to this committee.

**C. Committee Members scheduled to attend upcoming Board Meetings in 2013** - The sheet was passed around the table and committee members signed up as follows:

January 22	Vernon Awes	&	Jim Carlson
February 26	Bob Lewis	&	Roberta Elvecrog
March 26	Bob Lewis	&	Roberta Elvecrog
April 23	Vernon Awes	&	Dave Leaf

**VI. Community Recognition**

**A. Great River Strings** - The discussion for this presentation will be tabled to the February meeting for possible presentation in March.

**VII. Miscellaneous Discussion**

**A. Nominations & Election of New Officers:**

- 1. Chairperson** - **Motion** by Commissioner Westerlund, seconded by Michele Plagman, and carried, the vote was to nominate and appointment Dave Leaf for the Chairperson position for the Aitkin County Health & Human Services Advisory Committee.
- 2. Vice-Chair** - **Motion** by Commissioner Westerlund, seconded by Tricia Martin, and carried, the vote was to nominate and appoint Cheryl Meld for the Vice-Chairperson position for the Aitkin County Health & Human Services Advisory Committee.

The committee discussed the following documents/topics and the motion was made by Dave Leaf, seconded by Jessica Seibert, and carried, the vote was to form a sub-committee to review the following documents and topics (B. – F. ) to enhance and support HHS and get information to the public. Volunteers to serve on the Sub-Committee include: Vernon Awes, Jessica Seibert, Roberta Elvecrog, Commissioner Westerlund, Tom Burke, and Dave Leaf.

**B. Review Bylaws/Mission Statement/Agenda Layout/Committee Member Job Description based on Minnesota Statutes**

**C. Create Goals & Objectives for 2013. (Things this committee would like to accomplish)**

**D. Promote our monthly presenters via radio/newspaper, etc. (where applicable).**

**E. How can the committee do more to support HHS and the Commissioners?**

**F. Assign a Mentor for New Members**

**G. Social Hosting Ordinance** – Kami Genz discussed the fact that this Ordinance is in the works and will be going to the County Board for approval in the near future. A Social Hosting Ordinance refers to the head of household allowing (and sometimes providing) alcohol/drugs to be consumed by minors on their property which could result in the head of household being criminally charged.

**IX. Adjourn**

*Motion by Michele Plagman, seconded by Dave Leaf, and carried; the vote was to adjourn the meeting at 5:00 p.m.*

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Dave Leaf, Chairperson

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Julie Lueck, Clerk to  
Aitkin County Health & Human Services Advisory Committee

The following documents were included in the packet of information sent to members for review prior to the meeting or distributed at the meeting:

- Draft copy of the Minutes of the December 5, 2012, Advisory Committee Meeting
- Draft copy of the December 18, 2012 Health & Human Services Board Meeting Minutes
- HHS Advisory Committee Meeting Dates for 2013
- H&HS Board Meeting Dates for 2013
- Roster of HHS Advisory Committee Members
- Composition of Membership on the HHS Advisory Committee
- Topics for Discussion/Presentations for 2013 and Listing of Past Presentations 2008-2012
- Advisory Committee Member Job Description
- Minnesota Statute 402.03. Advisory Committee
- ACH&HS Advisory Committee Mission Statement
- By-Laws of the ACH&HS Advisory Committee
- Aitkin Workforce Center flyer listing Services provided.
- Aitkin Workforce Center January 2013 Calendar (for Orientations/Classes/hours, etc.)