

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
April 23, 2013**

**I. Attendance**

The Aitkin County Board of Commissioners met this 23rd day of April, 2013, at 9:00 a.m. as the Aitkin County Health & Human Services Board, 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 Susan Cebelinski and Sue Tange, Social Services Supervisors; Kathleen Ryan, Fiscal Supervisor; Cynthia Bennett, Public Health Supervisor; Eileen Foss, Income Maintenance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; Bobbie Danielson, HR Manager; and guests; Roberta Elvecrog, DAC & HHS Advisory; Dave Leaf and Vernon Awes, HHS Advisory Members; Nanci Sauerbrei, Aitkin Independent Age; Janet Hatfield, Brenda Butterfield and Bill Thompson, County Employees; and Bob Harwarth & Georgia Johnson, Guests.

**II. Approval of Health & Human Services Board Agenda**

*Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the agenda as presented.*

**III. Review March 26, 2013 Health & Human Service Board Minutes**

*Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the March 26, 2013 Health & Human Services Board Meeting Minutes as mailed/posted. Commissioner Wedel presented Eileen Foss, Income Maintenance Supervisor, with a Certificate of Appreciation for her 25 years of Service to Aitkin County.*

**IV. Review Bills**

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

**V. General/Miscellaneous Information**

- A. Honeywell International Inc. – Building Systems Agreement – Tom Burke discussed the need for a building assessment in order to try to stabilize the building temperatures with sensors and determine where to locate controls. No action taken at this time with respect to the Building System Agreement until an additional one or two bids can be obtained.**
- B. Replacement of Social Service Supervisor position to be vacated with the Retirement of Susan Cebelinski on June 1, 2013 - Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Social Service Supervisor position to be filled. (Commissioners Wedel, Westerlund, Marcotte & Niemi voted yes and Commissioner Napstad voted no).**
- C. MN Choices – Tom Burke discussed the changes occurring with the upcoming implementation of MN Choices. Tom and staff will be bringing back additional information to the next Board meeting (May 28).**

**VI. Contracts/Service Agreements**

- A. Service Agreement between the County of Aitkin, through its Health & Human Services Department and Woodview Support Services/Oakridge Homes for the period April 1, 2013 to December 31, 2014. Motion by Commissioner Marcotte, seconded by**

*Commissioner Westerlund, and carried; the vote was to approve Service Agreement between the County of Aitkin, through its Health & Human Services Department and Woodview Support Services/Oakridge Homes for the period April 1, 2013 to December 31, 2014.*

**VII. Administrative Reports:**

- A. Financial & Transportation Reports** – Kathy Ryan, Fiscal Supervisor, reviewed her reports.

**VIII. Committee Reports from Commissioners**

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte**  
Meeting updates from Committee Members: Vernon Awes & Dave Leaf  
Minutes of the April 3, 2013 meeting. Dave Leaf noted that the sub-committee has successfully updated the By-Laws, Mission Statement, Member Position Description and has developed a budget committee, along with Task Forces for Corrections, Mental Health, Social Services, and Public Health, to have the committee more engaged with the HHS department.
- B. AEOA/NEMOJT Committee Updates-** Commissioner Napstad noted that neither committee met during this past month.
- C. CJI (Children’s Justice Initiative) –** Commissioner Westerlund did not attend this meeting but Sue Tange noted that their truancy discussion continued.

**IX. Break at 10:11 a.m. for 10 minutes**

**Next Meeting – May 28, 2013**