

AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

Wednesday, November 6, 2013

Committee Members Present: Jim Carlson
 Roberta Elvecrog
 Mickey Gault
 Kami Genz, CMCC
 Renee Larson
 David Leaf
 Robert Lewis
 Bob Marcum
 Tricia Martin, ACCARE
 Cheryl Meld, Kids Plus
 Beverly Mensing, Red Cross
 Katie Nelson, Riverwood HealthCare
 Kari Paulsen, NEMOJT
 Michele Plagman, Aitkin High School
 Jessi Schultz, AFSCME Union Rep
 Commissioner Laurie Westerlund

Others Present: Sue Tange, SS Supervisor
 Kathy Ryan, Fiscal Supervisor
 Julie Lueck, Clerk to this Committee

Absent: Jessica Seibert, HRA
 Commissioner Anne Marcotte

I. **Approval of Agenda**

Motion by Roberta Elvecrog, seconded by Bob Lewis, and carried; the vote was to approve the Agenda with the addition of VI.-C Bake Sale at Bremer Bank with proceeds going to Operation Christmas.

II. **Approval of Minutes of the October 2, 2013 Meeting**

Motion by Renee Larson, seconded by Roberta Elvecrog, and carried; the vote was to approve the October 2, 2013, minutes.

III. **Task Force Reports/Updates:**

- A. **Corrections** - Cheryl Meld/Dave Leaf/Kami Genz – Reviewed and discussed handouts of statistics from Probation which include the Probation Survey Report for Aitkin from January through September, 2013 along with the Probation and Supervised Release Summary. page handout.
- B. **Public Health** – Renee Larson / Bob Lewis / Bob Marcum / Katie Nelson – No report.
- C. **Children’s Social Services/Mental Health** – Bev Mensing – No report.
- D. **Adult Social Services/Mental Health** – Jessica Seibert / Tricia Martin / Bob Marcum – No report.

- E. **How often should the Task Forces & the Advisory Committee meet?** – Dave Leaf discussed how often these task forces or the committee meet and asked members to discuss what is the purpose of this group? How can the members get more involved in H&HS? Should there be an orientation for new members to the committee? Should the committee plan to set goals and objectives in January of each year to help clarify the purpose of this committee? Table the decision until the December meeting to set dates for the 2014 committee and task force meetings.

IV. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert / Kathy Ryan
(Reminder to make a decision on a recommendation to the Commissioners regarding the 2014 H&HS Budget.) Kathy Ryan gave a few agency updates:

- A. Noted that we are asking for four positions at HHS to include a Child Protection/Child Welfare Social Worker, a Community Based Services Social Worker, a combined position of an Account Tech/Child Support Case Aide, and a Public Health Nurse.
- B. H&HS will be sending two staff (Jan West, Public Health Nurse & Stacey Durgin, Public Health Educator) to Alabama in January, 2014 for an intense emergency preparedness and planning training. The trip will be funded by a federal grant.
- C. County Board will be making the final decision in December for our budget. We are down two supervisors (Public Health and Adult Social Service Supervisors) but our budget is very healthy. The unknowns we face include MNChoices and the administrative reimbursement actually started in October but we won't know how much that will be until February or March.
- D. Motion by Bob Lewis, seconded by Michele Plagman, and carried, the vote was to recommend to the Commissioners that they support the 2014 H&HS budget including filling the staffing request for four positions. (Discussed writing a letter from the committee members to the Board.)

V. **Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS** –
Nothing noted – see feedback below.
- B. **Feedback from the Board Meetings – October 22** – Roberta Elvecrog is concerned that what is discussed at a Board meeting, in response to an individual citizen's questions, may not include a comprehensive representation of what is actually happening within the agency being discussed.
- C. **Committee Members scheduled to attend upcoming Board Meetings in 2013** -
- | | | | |
|-------------|--------------|---|-------------|
| November 26 | Mickey Gault | & | Cheryl Meld |
| December 17 | Renee Larson | & | Cheryl Meld |
- D. **2014 H&HS Board Meeting Dates & Sign-Up Sheet** was circulated and a few names appeared and we will continue to send it around at upcoming meetings to get it filled in.

VI. Miscellaneous Discussion

A. Community Meal Feedback –

Dave/Roberta/Michele/Mickey/Cheryl/Katie/Bob/Jim/Kari/Jessica/Tricia
It was noted that the October dinner went very well and much better than the one in August. Cheryl Meld will be confirming the date for serving the McGregor meal in either February or March of 2014. The discussion relative to actually serving the McGregor meal or the Aitkin meal in October was tabled until the next meeting in December.

B. Discussion Topics for upcoming 2014 Committee Meetings

How often should the Committee Meet? Set Meeting Dates (ie: hour & a half meeting every other month instead of one hour meeting monthly so folks driving 45 minutes can make it worth their while to drive this far. Maybe Task Forces can meet on the off month.)

C. Bake Sale at Bremer Bank to benefit Operation Christmas – This Friday, November 8th from 8 .am. until items are gone.

Other discussions with respect to:

Lifeline Phone Program – It was noted that the application by Senior Citizens or Low Income folks for the Lifeline Telephone Discount Program deadline is next week. This is the Federal program that would deduct \$9.00 off of their phone bills. It was clarified that this is not a way to sign up for the Lifeline monitoring program .

The Salvation Army Red Kettle half sheet handouts to encourage folks to sign up with the ACCARE office to schedule a time to ring the bells to help Salvation Army. Folks were encouraged to share the handouts with others to get the word out that bell ringers are needed this year.

CodeRED half sheet handouts were also distributed to committee members to encourage them to get signed up with the Sheriff's office for this Rapid Emergency Alert System. Extra handouts were given in hopes they will be shared throughout the county.

It was also noted that **UCARE** is now the provider in Aitkin County for PMAP (Prepaid Medical Assistance Program).

VII. Adjourn

Motion by Mickey Gault, seconded by Jessi Schultz, and carried; the vote was to adjourn the meeting at 4:55p.m.

Dave Leaf, Chairperson

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 October 2, 2013, Advisory Committee Meeting
- Draft Copy of the October 22, 2013 Health & Human Services Board Meeting Minutes
- 2014 Calendar for reference when looking for meeting dates
- 2014 H&HS Board Meeting dates for Committee Members to sign up to attend
- Ideas for New & Past Topics for Discussion/Presentations –
 - Dec. 4, 2013 & 6 months in 2014
- Corrections Statistical reports (2 pages)
- Half Sheet Salvation Army Red Kettle Campaign information
- Half Sheet CodeRED for the Rapid Emergency Alert System information.

DRAFT