

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
November 26, 2013**

I. Attendance

The Aitkin County Board of Commissioners met this 26th day of November, 2013, at 9:02 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; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Ruth Sundermeyer, Child Support & Collections Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, Mickey Gault and Cheryl Meld, H&HS Advisory Committee Members; Carrie Ruud, MN Senate; Bob Harwarth, Citizen; and Nanci Sauerbrei, Aitkin Independent Age.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda as mailed/posted.

III. Review October 22, 2013 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve the October 22, 2013, Health & Human Services Board Minutes.

IV. Review Bills

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

V. General/Miscellaneous Information

- A. Review Proposed 2014 H&HS Board Dates – This was tabled until the December 17th meeting in order to coincide with the Regular Board meeting dates.**
- B. Child Support E-Docs – Tom Burke noted this system is coming soon and will be less expensive than anticipated. We are ahead of many counties as we have all our scanning and prep work done. Ruth Sundermeyer noted that St. Louis County has their own training facility which will be a bonus for us to attend there.**
- C. Update on Supervisor Openings - Public Health & Adult Social Services Supervisors – Tom Burke noted that we still have the two supervisory positions open and it is critical to be down both those positions, especially at the same time, and with the many program changes taking place in both these areas. We are looking at temporary coverage of these positions with dispersal of the duties with existing staff but a proposal will come back to the Board in January.**

VI. FYI

- A. MN DHS Waiver Review Initiative – Final Draft – 10/2013 – Tom Burke noted that we received no corrective action and the staff are doing an excellent job.**
- B. Follow-up to PH Nuisance – Tom Burke noted the abatement has been completed and he was able to locate and talk to the property owner who was not able to participate. A letter was sent to them yesterday indicating the cost of the abatement, a list of McGregor realtors and contact information for people expressing an interest in purchasing the property. Tom was very pleased with the contractor and the excellent job he did removing the structures while not disturbing the many trees.**

C. MACSSA – What Policy Makers Need to Know About Administrative Simplification – Tom Burke discussed the need and importance for funding for the electronic technology portion

VII. Administrative Reports:

- A. **Financial & Transportation Reports** – Kathleen Ryan noted our budget will finish strong this year barring any unforeseen last minute issues. She noted that the foster care expense is at a 14 year low and we hope to maintain that.

VIII. Committee Reports from Commissioners

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Mickey Gault & Cheryl Meld Draft minutes of the November 6, 2013 meeting. Cheryl Meld noted that Kathleen Ryan gave an update on the budget proposal and a motion by the committee members carried to recommend to the County Board that they approve the 2014 HHS Budget along with staffing request. Cheryl also wondered how the Committee can assist the Board and asked for feedback. Commissioner Napstad noted he is interested in “outcomes” as to whether citizens are getting the services needed.
- B. AEOA / NEMOJT Committee Updates – Commissioner Napstad noted that neither committee met this past month. He recapped the main focus at each of the last meetings:
1. AEOA – Weatherization with services provided by Lakes & Pines and the proposed State model to collapse the 32 CAC’s down to 6 throughout the state.
 2. NEMOJT – Programs to roll out in high schools with respect to career guidance for students. He questions: a) what is being done locally; b) would like to know how this has been presented in the Aitkin County Schools; c) which schools; d) who was contacted at the school; e) when they were contacted and what was their response?
- C. CJI (Children’s Justice Initiative) – Commissioner Westerlund updated the Board that they met and discussed the recent conference and their mindset when dealing with children from to change from “what’s wrong with you” to “what’s happened to you?”

IX. Break at 10:09 a.m. for 10-15 minutes

Next Meeting – December 17, 2013