

# AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

Wednesday, February 5, 2014

**Committee Members Present:**

- Jim Carlson
- Mickey Gault
- Kami Genz, CMCC
- Darlene Hlidek
- Gayle Janzen
- Joy Janzen
- Kristine Layne, Riverwood HealthCare
- David Leaf
- Robert Lewis
- Bob Marcum
- Cheryl Meld, Kids Plus
- Beverly Mensing, Red Cross
- Katie Nelson, Riverwood HealthCare
- Kari Paulsen, NEMOJT
- Jessi Schultz, AFSCME Union Rep
- Jessica Seibert, HRA
- Commissioner Laurie Westerlund
- Commissioner Anne Marcotte

**Others Present:**

- Tom Burke, Director
- Kathy Ryan, Fiscal Supervisor
- Eileen Foss, Income Maintenance Supervisor
- Sue Tange, SS Supervisor
- Julie Lueck, Clerk to this Committee

**Absent:**

**Guests:**

- Roberta Elvecrog
- Joel Hoppe

**Members, guests, and H&HS Staff introduced themselves to one another.**

**I. Approval of Agenda**

*Motion by Jessi Schultz, seconded by Bev Mensing, and carried; the vote was to approve the Agenda with the addition under VII. Miscellaneous Discussion – G. OCC Update.*

**II. Approval of Minutes of the January 8, 2014 Meeting**

*Motion by Bob Lewis, seconded by Bev Mensing, and carried; the vote was to approve the January 8, 2014, minutes.*

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

**A. Corrections -** Cheryl Meld/Dave Leaf/Kami Genz – Cheryl Meld gave a Restorative Justice update. Kami Genz discussed motivational interviewing to help clients find their roadblocks and strengths.

- B. **Public Health** – Bob Lewis / Bob Marcum / Katie Nelson – Met this afternoon with Tom and reviewed the 12 items listed on the task force list. Bob Lewis questioned what does Public Health mean?
- C. **Children’s Social Services/Mental Health** – Bev Mensing/Katie Nelson – Will be meeting with Sue Tange before the next Advisory Committee meeting on March 5<sup>th</sup>.
- D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – No report.

**IV. Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – No report.

**V. Upcoming Changes – Tom Burke**

- A. **MNSURE** – Eileen Foss noted her theme from last summer “I don’t know what I don’t know” has changed to “a mind full of hope” but reported that the system is working for some folks (they are open and have coverage) and others it is not working for them. The call center is still having issues. There are assisters (a list will be distributed to everyone today) in the county that will sit down with folks and go through the computer system or they can help them get the paper application filled out and sent in.
- B. **MNChoices** – Kathy Ryan noted MNChoices has been delayed until April 14<sup>th</sup>. We contract with BCBS who provide our MSHO and MSC+ services to clients in Aitkin County and they plan to go up July 28<sup>th</sup>. MNCHOICES is a new screening technique to replace our Long Term Care Consultations, Personal Care Attendant Assessments, Developmentally Disabled screening and this will be a new online screening tool for all these services. This is a web based electronic system for the State. The concept is positive but it is going to be very time consuming at least to begin with.
- C. **Progress with hiring of H&HS Staff** - Tom Burke updated the committee that we have hired a Social Worker for the adult services area, a child protection Social Worker, and a Public Health Educator. We will be interviewing in February for a Child Support Enforcement Aide/Account Technician combined position and the Public Health Supervisor. We have posted the Social Service Supervisor position again with Merit and hope to be able to interview for that position in the not too distant future.

**VI. Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS**  
Jim Carlson noted that he heard that CVS Pharmacy is pulling all tobacco products by October 1 at a loss for them of \$2 Billion.
- B. **Feedback from the Board Meetings** – January 28 – Cheryl Meld noted we talked about the building remodeling project in the basement. We have gone electronic and eliminated a lot of paper/files so we are looking at re-purposing that area with possibly another meeting room. We will be going through the facility committee with proposals for that area. Discussion relative to Commissioner Niemi moving onto the AEOA Committee. Also discussion with respect to Workforce representation in the high schools in the county.

**C. Committee Members scheduled to attend upcoming Board Meetings in 2014:**

|             |                 |                |              |                 |                |
|-------------|-----------------|----------------|--------------|-----------------|----------------|
| February 25 | Jim Carlson     | Katie Nelson   | March 25     | Dave Leaf       | Darlene Hlidek |
| April 22    | Bob Marcum      | Kristine Layne | May 27       | Jessica Seibert | Bev Mensing    |
| June 24     | Dave Leaf       | Gayle Janzen   | July 22      | Jim Carlson     | Bob Lewis      |
| August 26   | Mickey Gault    | Bob Marcum     | September 23 | Joy Janzen      | Bob Lewis      |
| October 28  | Jessica Seibert | _____          | November 25  | Cheryl Meld     | Bob Marcum     |
| December 23 | Cheryl Meld     | _____          |              |                 |                |

**VII. Miscellaneous Discussion**

- A. **Sign-up to serve the March 19 Community Meal in McGregor was completed.**

- B. October Dates are not available to Serve the Aitkin Community Meal – Alternate Dates available are: Mondays – Sept. 29, Nov. 3, Nov. 10, or Nov. 24** First choice for September 29<sup>th</sup> or second choice is November 3<sup>rd</sup>. Jessica Seibert will let us know which date.
- C. Discussion Topics/Schedule of Presentations for upcoming 2014 Committee Meetings – Dave Leaf** suggested that presentations from Public Health, Children’s Social Services and Adult Social Services be made for each of three months. Tom suggested under the broad heading of Public Health, he will pick the top three topics for areas that are relevant for this year and have staff make those presentations. Tom will fill in some suggestions and have the committee review them next month.
- D. Discuss whether new members have questions for the review of Bylaws/Mission Statement/Agenda Layout/Committee Member Job Description based on Minnesota Statutes or should they be left as is until January 2015.** Commissioner Marcotte noted that H&HS no longer does the Agency Annual Plan so it should be removed from the By-Laws. Jessica Seibert offered to revise the By-Laws by removing that portion and bring it back next month for approval.
- E. Create a Sub-Committee to develop Goals & Objectives for 2014. (Things this committee would like to accomplish in 2014.)** Consensus was to continue discussion with respect to reviewing the by-laws and develop goals and objectives. It was suggested that there be one or two Goals and each goal have a couple measurable Objectives. It was thought that members should make suggestions (send those ideas to Julie to e-mail out and distribute to all the members) and the sub-committee would work to combine the suggestions into the Goals/Objectives for 2015 or even 2016. Julie was asked to make sure the March meeting has a topic of: “Review By-Laws with respect to Goals /Objectives.” It was also brought up that the new members be encouraged to join any of the Task Forces. It was also noted that if/when the Task Forces decide to meet, contact Julie to send out an e-mail to everyone as to the date and time so anyone else on the committee could join that meeting.
- F. Volunteers to serve as a Mentor for New Members –** Dave Leaf discussed the opportunity for the new members to connect with another member to answer questions and act as a mentor. Kristine has already connected with Katie Nelson. The other new members are comfortable with contacting various people.
- G. OCC (Operation Community Connect) –** Jessica Seibert noted they are in their 8<sup>th</sup> year of coordinating OCC and this will be the final year of the event which is scheduled for April 17<sup>th</sup> at Westside Church from 9 a.m. to 2 p.m. Applications to be a part of the event have been sent out to make this a One-Stop-Shop. There will be five workshops (Car Care, Home Gardening, Career Counseling, Budgeting, and Renting 101) along with some drawings for awesome prizes. They have asking the committee to spread the word that they will be doing a “drive” for Career Clothing (for both men and women and not only suits and dresses but for all different kinds of careers) with a drop off point at City Hall. Kari Paulsen also invited everyone to the Workforce Center for their Open House on March 4<sup>th</sup> from 7:30-8:30 a.m.

### **VIII. Adjourn**

*Motion by Jim Carlson, seconded by Bev Mensing, and carried; the vote was to adjourn the meeting at 4:45 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 January 8, 2014, Advisory Committee Meeting
- Draft copy of January 28, 2014 Health & Human Services Board Meeting Minutes
- Current Members on Task Forces and Budget Committee as of January 8, 2014
- Copy of Signup Sheet for Serving McGregor Community Meal March 19, 2014
- Ideas for New (2014) & Past Topics for Discussion/Presentations
- MNSure Information/Fact Sheet
- Aitkin County MNSURE Assister Directory