

The Aitkin County Board of Commissioners met this 25th day of February, 2014 at 9:01 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, Interim County Administrator Roxy Traxler, and Administrative Assistant Sue Bingham.

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried, all members voting yes to approve the February 25, 2014 agenda.

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
February 25, 2014**

CALL TO ORDER

**APPROVED
AGENDA**

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of February, 2014, 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: Interim County Administrator Roxy Traxler; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Sue Tange, Social Service Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, and Jim Carlson, H&HS Advisory Committee Members; Bob Harwarth, Citizen; Brenda Butterfield, H&HS Staff member/AFSCME President; 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 January 28, 2014 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the vote was to approve the January 28, 2014, Health & Human Services Board Meeting Minutes.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Nothing added at this meeting

VI. FYI:

A. Northeast Healthcare Preparedness Coalition (NHPC) Participation Agreement

B. Vulnerable Adult Maltreatment Reports Letter/E-Mail – Reviewed this item & questions were answered. Additional information requested includes a report as to how many VA cases are handled per year, along with a definition of VA explaining the various types of VA situations.

C. Local Recertification Process/Application – Nystroms/Family Support Services, Inc. (FSSI is the sister company to Nystroms.)

VII. Contracts:

- A. HCBS Waiver/AC Service Purchase Agreements between Aitkin County Health & Human Services and:**
1. **Activstyle Medical Supply, Minneapolis – 1/1/14 – 12/31/16**
 2. **APA Medical Equipment Co., Minneapolis – 1/1/14 – 12/31/16**
 3. **Aitkin Medical Supply, Aitkin – 1/1/14 – 12/31/17**
 4. **Brainerd Medical Supply, Brainerd – 1/1/14 – 12/31/17**
 5. **Essentia Health Medical Equipment, Duluth – 1/1/14 – 12/31/16**
 6. **Globe Drug & Medical Equipment, Grand Rapids – 1/1/14 - 12/31/16**
 7. **Home Medical Products & Services, Hurley, WI – 1/1/14 – 12/31/16**
 8. **Lake Superior Medical Equipment, Duluth – 1/1/14 – 12/31/16**
 9. **United Seating & Mobility (dba Numotion), Grand Rapids – 1/1/14-12/31/17**
 10. **PAL Medical System, Grand Rapids – 1/1/14 – 12/31/17**
 11. **Lifeline System (Phillips Lifeline), Framingham, MA– 1/1/14–12/31/15**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the vote was to approve the HCBS Waiver/AC Service Purchase Agreements between Aitkin County Health & Human Services and:

1. **Activstyle Medical Supply, Minneapolis – 1/1/14 – 12/31/16**
2. **APA Medical Equipment Co., Minneapolis – 1/1/14 – 12/31/16**
3. **Aitkin Medical Supply, Aitkin – 1/1/14 – 12/31/17**
4. **Brainerd Medical Supply, Brainerd – 1/1/14 – 12/31/17**
5. **Essentia Health Medical Equipment, Duluth – 1/1/14 – 12/31/16**
6. **Globe Drug & Medical Equipment, Grand Rapids – 1/1/14 - 12/31/16**
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9. **United Seating & Mobility (dba Numotion), Grand Rapids – 1/1/14-12/31/17**
10. **PAL Medical System, Grand Rapids – 1/1/14 – 12/31/17**
11. **Lifeline System (Phillips Lifeline), Framingham, MA– 1/1/14–12/31/15**

VIII. Administrative Reports:

- A. Financial & Transportation Reports** were reviewed and Tom Burke noted all is going well.

IX. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Jim Carlson & Katie Nelson Draft minutes of the February 5, 2014 meeting. Jim Carlson reviewed a handout of the Operation Christmas program for 2013. He also noted the Advisory Committee will be setting goals and the Committee will serve the McGregor Community Meal on March 19th.
- B. AEOA Committee Updates-** Commissioner Niemi gave an overview of his first meeting on the committee noting there are 340 full & part-time staff in Virginia and they serve seven counties which is approximately 18,000 square miles. AEOA originated in 1965 as a non-profit to provide basic services to low-income families with a focus on housing rehabilitation/weatherization.
- C. NEMOJT Committee Updates** – Commissioner Napstad noted there has not been a meeting since his last report to the Board.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund was unable to attend. Sue Tange noted the judge makes the agenda and they discussed various topics.

E. Health Report – Commissioner Marcotte referred to the Health Report that came out for the State of Minnesota and asked for an updated report from H&HS for Aitkin County.

Next Meeting – March 25, 2014

Break: 10:02 a.m. to 10:21 a.m.

Motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: February 11, 2014 – February 24, 2014; B) Approve County Board Minutes: February 11, 2014; C) Accept \$50 Donation to STS – Elaine Kienitz; D) Approve Cooperative Service Agreement between County of Aitkin and County of Mille Lacs for County Administrator Services; E) Approve Auditor Warrants – January Sales & Use Tax: General Fund \$506.98, Road & Bridge \$1,649.38, Health & Human Services \$27.99, State \$4,907.50, Trust \$12.91, Forest Development \$-0.38, Long Lake Conservation Center \$105.47, Parks \$10.69 for a total of \$7,220.54; F) Approve Commissioner Warrants: General Fund \$107,883.82, Road & Bridge \$37,977.57, Health & Human Services \$982.44, Trust \$5,486.76, Forest Development \$1,880.12, Long Lake Conservation Center \$11,423.50, Parks \$3,340.76 for a total of \$168,974.97; G) Approve Equipment Purchase, Trailer – Road & Bridge; H) Approve Equipment Purchase, Pickup Truck – Road & Bridge; I) Schedule Public Comment Period for Proposed SSTS Ordinance

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve purchase of Towmaster T-50 trailer from Towmaster in Litchfield, at a cost of \$22,157.25, and to rescind February 11th authorization to purchase Felling FT 45 trailer at a cost of \$20,585.00 from Felling Trailers, Inc. of Sauk Center.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve Road & Bridge purchase of 2014 Ford F150 Extended Cab pickup from Aitkin Motor at a cost of \$23,996.00, and to authorize sale of existing pickup truck, Unit #444.

Under the consent agenda, motion by Commissioner Napstad, seconded by Commissioner Niemi and carried, all members voting yes to approve publishing the proposed SSTS Ordinance in the Aitkin Independent Age to begin 30 day public comment period, and to schedule the public hearing on April 7, 2014 before the Aitkin County Planning Commission. The final draft will come before the Board for adoption on April 22, 2014.

Motion for a resolution by Commissioner Niemi, seconded by Commissioner Napstad and carried, all members voting yes to approve resolution – Repeal or Modify MN Assessor Licensure Mandate:

WHEREAS, Minnesota Statute 270C.9901 was enacted during the 2013 legislative session; and

**HHS BOARD
ADJOURNED**

BREAK

**REGULAR BOARD
RECONVENED**

**CONSENT
AGENDA**

**ROAD & BRIDGE
EQUIPMENT
PURCHASE,
TRAILER**

**ROAD & BRIDGE
EQUIPMENT
PURCHASE,
PICKUP TRUCK**

**SSTS
ORDINANCE –
PUBLIC
COMMENT
PERIOD**

**RESOLUTION
022514-017
REPEAL OR**

WHEREAS, this Statute requires all licensed assessment personnel to attain the Accredited Minnesota Assessor license if they conduct field inspections of property; and

**MODIFY MN
ASSESSOR
LICENSURE
MANDATE**

WHEREAS, the field assessment of many properties throughout Minnesota and Aitkin County does not require the level of expertise needed to attain the Accredited Minnesota Assessor license; and

WHEREAS, many assessment field personnel throughout the State and Aitkin County do not currently hold the Accredited Minnesota Assessor license; and

WHEREAS, this provision places a financial burden on local governments throughout Minnesota; and

WHEREAS, there are no State funds appropriated for this provision.

NOW THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners supports the repeal of Minnesota Statute 270C.9901.

Kirk Peysar, County Auditor presented the Assembly Ordinance with requested modifications to the Board. Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to make one minor modification, publish the Ordinance twice as required by statute, and to adopt the updated Assembly Ordinance.

**ASSEMBLY
ORDINANCE**

Bobbie Danielson, Human Resources Manager presented Personnel Committee recommendations to the Board.

**PERSONNEL
COMMITTEE**

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve filling one full-time Forestry/Parks Technician position. This replaces the Park Foreman position which is currently vacant.

**FORESTRY/PARKS
TECHNICIAN**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve filling one full-time Correctional Officer position, and any corresponding vacancy. This position is vacant due to a resignation.

**CORRECTIONAL
OFFICER**

Roxy Traxler, Interim County Administrator updated the Board on the County Administrator hiring process. The Board will discuss the interviewing process during the March 11th Board meeting.

**COUNTY
ADMINISTRATOR
HIRING PROCESS**

The Board reported on the following:

**BOARD
DISCUSSION**

Commissioner Brian Napstad

- **Ordinance**
- **MHB**

Commissioner Don Niemi

- **ARDC**
- **AEOA**
- **Lakes & Pines**

- Snake River Watershed

Commissioner Anne Marcotte

- ACA

Commissioner Laurie Westerlund

- CMCC
- HRA

Commissioner Mark Wedel

- CMCC
- Sobriety Court
- Toward Zero Death

Motion by Commissioner Napstad, seconded by Commissioner Marcotte and carried, all members voting yes to adjourn the meeting at 12:23 p.m. until Tuesday, March 11, 2014 at 9:00 p.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Roxy Traxler, Interim County Administrator