

**AITKIN COUNTY HEALTH & HUMAN SERVICE
ADVISORY COMMITTEE MEETING AGENDA
Wednesday, April 2, 2014**

Committee Members Present: Mickey Gault
Kami Genz, CMCC
Darlene Hlidek
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

Others Present: Kathy Ryan, Fiscal Supervisor
Tom Burke, Director
Sue Tange, SS Supervisor
Julie Lueck, Clerk to the H&HS Advisory Committee

Absent: Jim Carlson
Gayle Janzen
Commissioner Anne Marcotte
Commissioner Laurie Westerlund

Guests: Roberta Elvecrog
Joel Hoppe

Introductions of Erin Melz, new Public Health Supervisor, to the committee and the committee members introduced themselves to Erin.

I. Approval of Agenda

Motion by Bev Mensing, seconded by Mickey Gault, and carried; the vote was to approve the Agenda as mailed.

II. Approval of Minutes of the March 5, 2014 Meeting

Motion by Cheryl Meld, seconded by Jessi Schultz, and carried; the vote was to approve the March 5, 2014, minutes.

III. Task Force Reports/Updates:

A. Corrections - Cheryl Meld/Kami Genz – No report.

B. Public Health – Bob Lewis / Bob Marcum / Kristine Layne – Bob Marcum discussed the Medicaid Insurance committee he is on with the State and the parallels it has to Health & Human Services. Bob encouraged folks with questions or concerns to contact him and he will bring them before that committee.

- C. **Children's Social Services/Mental Health** – Bev Mensing/Katie Nelson/Darlene Hlidek – Katie Nelson noted that she and Darlene Hlidek met with Sue Tange this afternoon and reviewed the areas Sue supervisors which include Case Management, Children's Mental Health, Out of Home Placements, and Licensing. Katie asked that we have Sue and Jessie Schultz give a presentation on Children's Mental Health for one of our monthly meetings.
- D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – No Report.

- IV. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert - Jessica Seibert noted she met with Kathy Ryan earlier this week to talk about and review the report Kathy is presenting today.
 - A. **2013 Year End Budget Report** – Kathy Ryan went through the packet of information and reviewed the 2013 Year End Budget Report.

- V. **Discussion Topics/Schedule of Presentations for upcoming 2014 Committee Meetings – Review list of topics and choose presentation topics for the last four months of 2014.** It was decided that the Children's Mental Health presentation would be in September; the Family Programs presentation would be in October; the Out of Home Placements (Foster Care/Mille Lacs Band) presentation would be in November; and the Committee would set 2015 Goals and Objectives at the December meeting. It was also decided that a sub-committee to work on the Goals & Objectives would be developed with Darlene Hlidek and Cheryl Meld volunteering to set a meeting date/time for this sub-committee to meet. An e-mail will be sent to all H&HS Advisory Committee members encouraging them to join this sub-committee and attend the meeting. Also, Julie was asked to prepare a list for the May 7th meeting with the addition of the first six months of 2015 in order to begin selecting topics/presentations for those months.

VI. **Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS** – No Commissioners present so this was skipped.
- B. **Feedback from the Board Meetings** – March 25 – Dave Leaf noted the Board members and audience at the Board meeting thought the 2013 Year End Financial Report was excellent.
- C. **Committee Members scheduled to attend upcoming Board Meetings in 2014:**

April 22	Darlene Hlidek	_____	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. **Review the revised Bylaws (eliminating the "Agency Plan" wording)**– Jessica Seibert discussed the wording that was removed from the ByLaws under II.1 A. which originally read, "To actively participate in the formulation of the Annual Plan." (There was A, B, C, D under II.1. and now there is just A, B, C). Motion by Jessi Schultz, seconded by Jessica Seibert, and carried, the vote was to revise the ByLaws by removing the sentence under II.1.A. "To actively participate in the formulation of the Annual Plan."
- B. **Review By-laws with respect to Goals & Objectives** – Anne Marcotte/Jessica Seibert discussed the plan to form a sub-committee to look at developing Goals & Objectives for the H&HS Advisory Committee to fit with the purposes in the ByLaws. Darlene Hlidek and Cheryl Meld will call a meeting and invite the H&HS Advisory Committee members to join them to work on developing these Goals & Objectives.

- C. **Operation Community Connect (OCC)** – Jessica Seibert reminded the committee members that the OCC will take place April 17th from 9 a.m. to 2 p.m. at the Westside Church. She encouraged committee members to attend and see what the OCC is all about and to also encourage folks they know to attend if they feel those folks would benefit from some of the workshops and services being offered there. She also noted they are still taking career clothing to be distributed at the OCC. Clothing could include Carhart jackets, work boots, scrubs, or dress clothing, etc.

VIII. Adjourn

Motion by Bev Mensing, seconded by Jessica Seibert, and carried; the vote was to adjourn the meeting at 4:35 p.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 March 5, 2014, Advisory Committee Meeting
- Draft copy of March 25, 2014 Health & Human Services Board Meeting Minutes
- Ideas for H&HS Topics for Discussion/Presentations
- 2013 Year End Financial Report – Kathy Ryan