

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
June 24, 2014**

I. Attendance

The Aitkin County Board of Commissioners met this 24th day of June, 2014, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi, and Laurie Westerlund; (Absent: Anne Marcotte); and others present included: Interim County Administrator Roxy Traxler; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Erin Melz, Public Health Supervisor; Sue Tange, Social Service Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Nate Burkett, Aitkin County Administrator beginning June 30, 2014; Dave Leaf & Gayle Janzen, H&HS Advisory Committee Members; and Nancy Sauerbrei, Aitkin Independent Age; Kari Abbott, Aitkin County Republicans; Roberta Elvecrog, Mike Geis, and Georgia Johnson, citizens.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Laurie Westerlund, seconded by Commissioner Don Niemi, and carried; the vote was to approve the Agenda as mailed/posted

III. Review May 27, 2014 Health & Human Service Board Minutes

Motion by Commissioner Brian Napstad, seconded by Commissioner Don Niemi, and carried, the vote was to approve the May 27, 2014, Health & Human Services Board Meeting Minutes.

IV. Review Bills

Motion by Commissioner Laurie Westerlund, seconded by Commissioner Don Niemi, and carried; the vote was to approve the Bills as presented this date.

V. Contracts:

- A. Administrative Agreement for Purchase of Supplies and Equipment between ACH&HS and Minnesota Mobility Systems, Inc., Aitkin for the period June 1, 2014 to June 30, 2016.**
Motion by Commissioner Don Niemi, seconded by Commissioner Brian Napstad, and carried, the vote was to approve and authorize the Board Chair to sign the Administrative Agreement for Purchase of Supplies and Equipment between ACH&HS and Minnesota Mobility Systems, Inc., Aitkin for the period June 1, 2014 to June 30, 2016.
- B. Purchase of Service Agreement between ACH&HS and Nystrom & Associates, Baxter, for the period January 1, 2014 to December 31, 2014.**
Motion by Commissioner Brian Napstad, seconded by Commissioner Laurie Westerlund, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement between ACH&HS and Nystrom & Associates, Baxter, for the period January 1, 2014 to December 31, 2014.
- C. Facilities Use Agreement – Off-Campus Facilities Only between Pine Technical College and ACHHS for the period July 1, 2014 to June 30, 2015.**
Motion by Commissioner Laurie Westerlund, seconded by Commissioner Don Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Facilities Use Agreement – Off-Campus Facilities Only between Pine Technical College and ACHHS for the period July 1, 2014 to June 30, 2015.

VI. Administrative Reports:

- A. **Financial & Transportation Reports** – Tom Burke noted that we are on track for the year with the budget but that we may see an increase in the transportation needs during the remainder of the year with gas prices rising again.

VII. Committee Reports from Commissioners

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Meeting updates from Committee Members: Dave Leaf & Gayle Janzen
Draft minutes of the June 4, 2014 meeting. Dave Leaf noted that the Committee continues to work on projects (task forces and goals and objectives) with Health & Human Services.
- B. AEOA Committee Updates- Commissioner Niemi discussed his attendance at the Senior Carnival held in Eveleth with vendors representing all areas of services to seniors. He also noted a Resolution was passed for 2015 with respect to transportation services throughout a number of counties.
- C. NEMOJT Committee Updates – Commissioner Napstad gave updates regarding WEA and WEB funding as well as other aspects of NEMOJT grant funding.
- D. CJI (Children’s Justice Initiative) – Commissioner Westerlund did not attend the last meeting. Sue Tange noted routine information was shared at the meeting.
- E. Lakes & Pines Update – Commissioner Niemi noted he did not attend the most recent meeting.
- F. CHS report presented by Commissioner Westerlund and H&HS Tom Burke

Commissioner Wedel introduced Nate Burkett who will begin next Monday, June 30th as the new Aitkin County Administrator.

VIII. Break at 9:59 a.m. for 15 minutes

Next Meeting – July 22, 2014