

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING AGENDA  
October 28, 2014**

- 9:03 A.M.
- I. Attendance
  - II. Approval of Health & Human Services Board Agenda
  - III. Review September 23, 2014 Health & Human Service Board Minutes
  - IV. Review Bills
  - V. General/Miscellaneous Information
    - A. Northland Foundation Aging Initiative Update – Tom Burke
    - B. County Representation on the CHS Board - Membership Terms Expiring– (Laurie Westerlund & Ihleen Williams) – Appointment Motion
  - VI. FYI
    - A. Ebola Update – Erin Melz
  - VII. Administrative Reports:
    - A. Financial & Transportation Reports – Kathy Ryan
  - VIII. Joint Powers Board Reports:
    - A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke – Oct. 9<sup>th</sup>, 2014 Meeting Minutes.
  - IX. Contracts
    - A. Addendum to the Cooperative Agreement Under Title IV-D with ACH&HS, Aitkin County Attorney, Aitkin County Sheriff and the State of Minnesota to be extended for the period January 1, 2015 through December 31, 2016.
  - X. Committee Reports from Commissioners
    - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Jessica Seibert, Jim Carlson & Bob Lewis - Draft minutes of the October 1, 2014 meeting.
    - B. AEOA Committee Updates- Commissioner Niemi
    - C. NEMOJT Committee Updates – Commissioner Napstad
    - D. CJI (Children’s Justice Initiative) – Commissioner Westerlund
    - E. Lakes & Pines Update – Commissioner Niemi
  - XI. Break at 9:\_\_\_ a.m. for \_\_\_\_\_ minutes      Next Meeting – November 25, 2014

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
September 23, 2014**

**I. Attendance**

The Aitkin County Board of Commissioners met this 23rd day of September, 2014, at 9:03 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 Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Erin Melz, Public Health Supervisor; Sue Tange & Ann Rivas, Social Service Supervisors; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.; Nanci Sauerbrei, Aitkin Independent Age; Roberta Elvecrog, and Bob Harwarth, citizens.

**II. Approval of Health & Human Services Board Agenda**

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

**III. Review August 26, 2014 Health & Human Service Board Minutes**

*Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried, the vote was to approve the August 26, 2014, Health & Human Services Board Meeting 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. MN Choices Delay - Tom Burke** noted that our staff are trained and ready but it has been delayed until further notice.

**B. Tribal State Agreement (TSA) Update – Tom Burke** discussed the recent meetings he has attended since May comprised of eight county directors and four county attorneys along with Tribal & DHS representatives. The TSA was put into place in 1997 and reviewed again in 2007 and now for the first time, counties are involved. Recently they went over the QEW (Qualified Expert Witness) and developed a definition of an Indian Child and an Indian Family. The document will be carried by DHS for legislation as the goal for the tribes is to take this from a policy and put it into legislation. Doing work within the TSA requirements are basically the same for us as they have been in the past with the focus on keeping children with their family of origin and /or tribe. There will be a Summit this Thursday, September 24<sup>th</sup> from 8:30-4:30 at Bois Forte where Tom has been asked to be on the Forum Panel addressing the Crisis of Indian Children. Currently the TSA addresses what happens after the child is pulled from the home. Tom would like to address early intervention and education, resources and services. He will also be encouraging funding from all sources including, counties, state, federal, and the tribes. Following the Summit the County and Tribal representatives will be meeting with DHS staff in St. Paul on Friday, September 26<sup>th</sup> at 10 a.m. to further discuss the TSA.

## VI. Contracts

- A. **Purchase of Service Agreement for the period January 1, 2015 through December 31, 2015, between Aitkin County Health & Human Services and:**
1. **AEOA (Arrowhead Economic Opportunity Agency, Virginia)**
  2. **NEMOJT (NE Minnesota Office of Job Training, Virginia)**

*Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreement for the period January 1, 2015 through December 31, 2015, between Aitkin County Health & Human Services and:*

1. *AEOA (Arrowhead Economic Opportunity Agency, Virginia)*
2. *NEMOJT (NE Minnesota Office of Job Training, Virginia)*

## VII. Administrative Reports:

- A. **Financial & Transportation Reports** – Kathy Ryan noted the foster care costs are looking good and we will probably come in with a total of \$696,000 by year end. The budget is also doing well and may come in under what was originally expected.

## VIII. Joint Powers Board Reports:

- A. **Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke / Erin Melz– Aug. 14<sup>th</sup>, 2014 Meeting Minutes were included in the packet.** It was noted the next meeting is October 9<sup>th</sup>. The CHS Conference was held last week and there was a lot of energy around potential services. Consistency and funding is always a concern with new programs.

## IX. Committee Reports from Commissioners

- A. **H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte**  
Meeting updates from Committee Members: It was noted that Jessi Schultz gave an overview of **Children's Mental Health.** Draft minutes of the September 3, 2014 meeting were in the packet.
- B. AEOA Committee Updates- Commissioner Niemi noted there has not been a meeting.
- C. NEMOJT Committee Updates – Commissioner Napstad noted their meeting was canceled due to a lack of quorum.
- D. CJI (Children's Justice Initiative) – Commissioner Westerlund / Sue Tange noted that the judge was unable to attend and the meeting was quite brief.
- E. Lakes & Pines Update – Commissioner Niemi noted he discussed service delivery issues with Bob Benes also discussing the need for low income housing development. It was also felt that weatherization funding was adequate. They felt suppliers of propane in Aitkin County were stocking up and there was hope that folks could pre-buy this year although very few will have the extra money to do that. Eileen Foss noted that staff are working with some folks on a budget plan and incorporating payments to propane providers every month. Commissioner Marcotte would like to know how many residents benefitted from the \$20 million legislation that was implemented.
- F. Child Protection Issues addressed by Governor Dayton – Sue Tange addressed the process taken by the County and then the State when a child dies unexpectedly. Governor Dayton is saying that Child Protection protocol needs to be reviewed. Sue noted the outcome will probably be a more structured response with more guidance and more Statutes. Tom noted if the volume of work increases with additional mandates, it will probably require additional staff to accomplish everything.

## X. Break at 10:21 a.m. for 15 minutes

Next Meeting – October 28, 2014

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 Health & Human Services

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
36 6094 AADA 05- 430- 710- 3640- 6020		180.00	Supervised visits with AADA/Fa 09/02/2014 09/24/2014	Family Assessment Response Services
6094 AADA		180.00	1 Transactions	
13 88284 AITKIN CO RECORDER 05- 430- 710- 3930- 6020		26.00	Birth Certificate - General Ca 10/01/2014 10/01/2014	General Case Management
88284 AITKIN CO RECORDER		26.00	1 Transactions	
75 86222 AITKIN INDEPENDENT AGE 05- 430- 720- 3020- 6069		66.00	Child Care Advertising - Commu 09/17/2014 09/20/2014	Community Ed & Prevent/Advertising
86222 AITKIN INDEPENDENT AGE		66.00	1 Transactions	
73 360 ARROWHEAD ECON OPP AGENCY 05- 430- 720- 3370- 6038		16,330.86	MFIP Empl Service- Qtrly Paymen 10/01/2014 12/31/2014	Mfip- Employment Services
74 05- 430- 720- 3370- 6038		3,209.75	DWP Empl Service- Qtrly Pmt 10/01/2014 12/31/2014	Mfip- Employment Services
360 ARROWHEAD ECON OPP AGENCY		19,540.61	2 Transactions	
38 8125 BACKSTROM/MARILYN 05- 430- 750- 3950- 6020		8.75	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
39 05- 430- 750- 3950- 6020		70.00	Public guardianship 08/01/2014 08/31/2014	Public Guardianship Dd
40 05- 430- 750- 3950- 6020		26.25	Public guardianship 07/01/2014 07/31/2014	Public Guardianship Dd
41 05- 430- 750- 3950- 6020		26.25	Public guardianship 06/01/2014 06/30/2014	Public Guardianship Dd
31 05- 430- 750- 3950- 6020		17.50	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
32 05- 430- 750- 3950- 6020		70.00	Public guardianship 08/01/2014 08/31/2014	Public Guardianship Dd
33 05- 430- 750- 3950- 6020		52.50	Public guardianship 07/01/2014 07/31/2014	Public Guardianship Dd
34 05- 430- 750- 3950- 6020		43.75	Public guardianship	Public Guardianship Dd

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8125 BACKSTROM/MARILYN		315.00	06/01/2014 06/30/2014 8 Transactions	
37 9791 BIEGANEK/JOAN M 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 09/01/2014 09/30/2014 1 Transactions	Guardianship/Conservatorship
9791 BIEGANEK/JOAN M		105.00	1 Transactions	
45 11062 BLAND/KENNETH D 05- 430- 710- 3820- 6040		276.00	Relative Custody Assistance 10/01/2014 10/31/2014 1 Transactions	Relative Custody Assistance
11062 BLAND/KENNETH D		276.00	1 Transactions	
1 12734 CARITAS MENTAL HEALTH CLINIC 05- 430- 745- 3085- 6020		937.50	Adult Outpatient Diagnostic As 09/18/2014 09/18/2014 1 Transactions	Adult Outpat Diagnostic Assess/Psyc
12734 CARITAS MENTAL HEALTH CLINIC		937.50	1 Transactions	
28 90746 CITY OF BRAINERD- PUBLIC TRANSIT 05- 430- 750- 3160- 6094		40.00	bus tickets 12/01/2014 12/31/2014	Transportation - Waiver
29 05- 430- 750- 3160- 6094		30.00	bus tickets 11/01/2014 11/30/2014	Transportation - Waiver
30 05- 430- 750- 3160- 6094		30.00	bus tickets 10/01/2014 10/31/2014 3 Transactions	Transportation - Waiver
90746 CITY OF BRAINERD- PUBLIC TRANSIT		100.00	3 Transactions	
14 13217 COMPASS COUNSELING PARTNERS 05- 430- 730- 3090- 6050		550.00	Pre- Petition Screening/Hearing 09/26/2014 09/29/2014 1 Transactions	Pre- Petition Screening/Hearing
13217 COMPASS COUNSELING PARTNERS		550.00	1 Transactions	
54 12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 10/01/2014 10/31/2014 1 Transactions	Relative Custody Assistance
12191 COOPER/SHIRLIE		87.00	1 Transactions	

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11051 Department of Human Services				
71 05- 430- 720- 3110- 6069		361.42	BSFE County Match 09/01/2014 09/30/2014	Bsf Child Care
72 05- 430- 720- 3110- 6069		361.42	BSFE County Match 08/01/2014 08/31/2014	Bsf Child Care
70 05- 430- 730- 3590- 6072		9,583.58	CCDTF Maintenance of Effort 08/01/2014 08/31/2014	Ccdtf County % State Billings
11051 Department of Human Services		10,306.42	3 Transactions	
9220 DHS- MSOP				
46 05- 430- 745- 3721- 6081		2,642.75	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
11 05- 430- 745- 3721- 6081		1,057.10	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
17 05- 430- 745- 3721- 6081		1,057.10	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
9220 DHS- MSOP		4,756.95	3 Transactions	
89965 DHS- ST PETER- SEE LIST				
53 05- 430- 745- 3721- 6081		1,847.60	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
5 05- 430- 745- 3721- 6081		1,847.60	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
23 05- 430- 745- 3721- 6081		1,847.60	State- operated inpatient 08/01/2014 08/31/2014	Commitment Costs - Poor Relief
89965 DHS- ST PETER- SEE LIST		5,542.80	3 Transactions	
13221 EFFECTIVE LIVING CENTER, INC				
44 05- 430- 710- 3190- 6020		50.00	Drug testing - Court- related s 10/01/2014 10/01/2014	Court Related Services & Activities
13221 EFFECTIVE LIVING CENTER, INC		50.00	1 Transactions	
91345 ELVECROG/ROBERTA C				
16 05- 430- 750- 3950- 6020		35.00	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
21 05- 430- 750- 3950- 6020		105.00	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd

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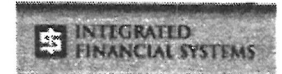


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91345 ELVECROG/ROBERTA C		140.00	2 Transactions	
87829 Hudson/Peggy				
2 05- 430- 750- 3950- 6020		70.00	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
3 05- 430- 750- 3950- 6020		70.00	Public guardianship 08/01/2014 08/31/2014	Public Guardianship Dd
4 05- 430- 750- 3950- 6020		70.00	Public guardianship 07/01/2014 07/31/2014	Public Guardianship Dd
18 05- 430- 750- 3950- 6020		70.00	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
19 05- 430- 750- 3950- 6020		70.00	Public guardianship 08/01/2014 08/31/2014	Public Guardianship Dd
20 05- 430- 750- 3950- 6020		70.00	Public guardianship 07/01/2014 07/31/2014	Public Guardianship Dd
87829 Hudson/Peggy		420.00	6 Transactions	
11072 Lutheran Social Service Of Mn- St Paul				
6 05- 430- 750- 3950- 6020		27.57	Public guardianship 09/03/2014 09/23/2014	Public Guardianship Dd
11072 Lutheran Social Service Of Mn- St Paul		27.57	1 Transactions	
12793 MASTRO/TINA				
35 05- 430- 710- 3820- 6040		6.00	Relative Custody Assistance 10/01/2014 10/31/2014	Relative Custody Assistance
12793 MASTRO/TINA		6.00	1 Transactions	
91221 McCormick/John				
25 05- 430- 710- 3820- 6040		335.00	Relative custody assistance 10/01/2014 10/31/2014	Relative Custody Assistance
91221 McCormick/John		335.00	1 Transactions	
89163 NEMOJT				
68 05- 430- 720- 3370- 6038		16,330.86	MFIP Empl Service- Qtrly Paymen 09/01/2014 12/31/2014	Mfip- Employment Services
69 05- 430- 720- 3370- 6038		3,209.75	DWP Empl Service- Qtrly Pmt 10/01/2014 12/31/2014	Mfip- Employment Services

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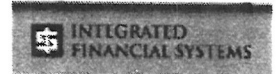


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89163 NEMOJT		19,540.61	2 Transactions	
10977 NORTHERN PSYCHIATRIC ASSOCIATES				
65 05- 430- 740- 3050- 6020		619.01	Child Outpatient Diagnostic As 09/12/2014 09/12/2014	Child Outpat Assess/Psyc. Testing
7 05- 430- 740- 3050- 6020		450.00	Child outpatient diagnostic as 09/12/2014 09/12/2014	Child Outpat Assess/Psyc. Testing
67 05- 430- 740- 3900- 6020		360.00	Clinical supervision- Child Rul 09/05/2014 09/05/2014	Child Rule 79 Case Mgmt
66 05- 430- 745- 3910- 6020		360.00	Clinical supervision- Adult Rul 09/05/2014 09/05/2014	Adult Rule 79 Case Mgmt
10977 NORTHERN PSYCHIATRIC ASSOCIATES		1,789.01	4 Transactions	
3639 NORTHLAND COUNSELING CTR INC				
64 05- 430- 730- 3710- 6020		1,625.00	Detoxification (Category I) 09/01/2014 09/25/2014	Detoxification - Grand Rapids
3639 NORTHLAND COUNSELING CTR INC		1,625.00	1 Transactions	
90748 Oakridge Homes Sils				
42 05- 430- 750- 3340- 6073		496.19	Semi- Independent Living Servic 09/01/2014 09/30/2014	Semi- Independent Living Serv (Sils)
15 05- 430- 750- 3340- 6073		504.60	Semi- Independent Living Servic 09/01/2014 09/30/2014	Semi- Independent Living Serv (Sils)
24 05- 430- 750- 3350- 6020		151.38	Family support program- rate in 09/01/2014 09/30/2014	Family Support Program
90748 Oakridge Homes Sils		1,152.17	3 Transactions	
12493 Oakridge Support Services - Woodview				
43 05- 430- 745- 3030- 6071		324.27	Client outreach (CSP) 07/30/2014 08/20/2014	Client Outreach - Csp
12493 Oakridge Support Services - Woodview		324.27	1 Transactions	
12676 OESTREICH/LINDA J				
22 05- 430- 710- 3820- 6040		35.00	Relative custody assistance 10/01/2014 10/31/2014	Relative Custody Assistance
12676 OESTREICH/LINDA J		35.00	1 Transactions	
9489 Redwood Toxicology Laboratory, Inc				



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51 05- 430- 710- 3180- 6020		2.50	Drug testing - Health- related 09/06/2014 09/06/2014	Health- Related Services
52 05- 430- 710- 3180- 6020		6.75	Drug testing - Health- related 09/06/2014 09/06/2014	Health- Related Services
47 05- 430- 710- 3181- 6020		2.50	UA- Health- related services 09/23/2014 09/23/2014	Drug Testing - CMCC Juveniles
48 05- 430- 710- 3181- 6020		25.00	UA- Health- related services 09/23/2014 09/23/2014	Drug Testing - CMCC Juveniles
49 05- 430- 710- 3181- 6020		6.75	UA- Health- related services 09/23/2014 09/23/2014	Drug Testing - CMCC Juveniles
56 05- 430- 710- 3190- 6020		13.50	Drug testing - Court- Related S 09/05/2014 09/23/2014	Court Related Services & Activities
8 05- 430- 710- 3190- 6020		2.50	Drug testing - Court- related s 09/12/2014 09/12/2014	Court Related Services & Activities
9 05- 430- 710- 3190- 6020		6.75	Drug testing - Court- related s 09/12/2014 09/12/2014	Court Related Services & Activities
10 05- 430- 710- 3190- 6020		25.00	Drug testing - Court- related s 09/12/2014 09/12/2014	Court Related Services & Activities
9489 Redwood Toxicology Laboratory, Inc		91.25	9 Transactions	
12573 SCHLEIFER/DANI				
50 05- 430- 710- 3820- 6040		177.00	Relative custody assistance 10/01/2014 10/31/2014	Relative Custody Assistance
55 05- 430- 710- 3820- 6040		8.00	Relative custody assistance 10/01/2014 10/31/2014	Relative Custody Assistance
12573 SCHLEIFER/DANI		185.00	2 Transactions	
86177 SHERIFF AITKIN COUNTY				
57 05- 430- 720- 3980- 6020		30.00	Day Care Background Check - Li 09/26/2014 10/01/2014	License And Resource Development
60 05- 430- 720- 3980- 6020		20.00	Licensing and resource develop 09/22/2014 09/22/2014	License And Resource Development
59 05- 430- 745- 3085- 6020		362.20	Jail Inmate MH Service- Home He 07/01/2014 09/30/2014	Adult Outpat Diagnostic Assess/Psyc
63 05- 430- 745- 3085- 6020		344.09	Jail Inmate MH Service- Home He 04/01/2014 06/30/2014	Adult Outpat Diagnostic Assess/Psyc
58 05- 430- 745- 3160- 6050		207.30	Detoxification transportation 08/15/2014 08/15/2014	Adult Transportation

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61 05-430-745-3160-6050		394.80	MH Hold Transportation 05/17/2014 05/17/2014	Adult Transportation
62 05-430-745-3160-6050		228.00	Civil Commitment Transportatio 05/16/2014 05/16/2014	Adult Transportation
86177 SHERIFF AITKIN COUNTY		1,586.39	7 Transactions	
9140 SIMAR/CANDACE				
26 05-430-750-3950-6020		70.00	Public guardianship 09/01/2014 09/30/2014	Public Guardianship Dd
12 05-430-760-3950-6020		70.00	Guardianship/conservatorship 09/01/2014 09/30/2014	Guardianship/Conservatorship
9140 SIMAR/CANDACE		140.00	2 Transactions	
13023 TETREAULT PSYCHOLOGICAL SERVICES, 05-430-740-3050-6020		519.08	Child Outpatient Diagnostic As 07/30/2014 07/30/2014	Child Outpat Assess/Psyc. Testing
13023 TETREAULT PSYCHOLOGICAL SERVICES, 05-430-740-3050-6020		519.08	1 Transactions	
Final Total .....		70,755.63	31 Vendors	75 Transactions



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Health & Human Services

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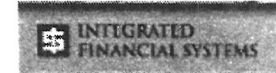
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	5	70,755.63	Health & Human Services	
	<b>All Funds</b>	<b>70,755.63</b>	<b>Total</b>	Approved by, .....
				.....
				.....



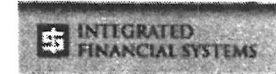
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<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 6094 AADA 05-000-000-0000-6800			28,272.19	3RD QTR 2014- SAFE HAVEN GRANT 07/01/2014 09/30/2014		Safe Haven Grant - 2011CWAXK024
6094 AADA			28,272.19	1 Transactions		
2 86359 Aitkin Co Attorney 05-420-640-4800-6263			9,157.50	IVD BILLING JUL'14- SEP'14		Contract Legal Services Iv- D
86359 Aitkin Co Attorney			9,157.50	1 Transactions		
3 85003 Aitkin County DAC 05-400-440-0410-6231			12.54	PAPER SHREDDING 09/02/2014 09/29/2014		Services/Labor/Contracts
4 05-400-440-0410-6231			2.31	CLEANING 09/16/2014 09/23/2014		Services/Labor/Contracts
3 05-420-600-4800-6231			32.60	PAPER SHREDDING 09/02/2014 09/29/2014		Services/Labor/Contracts
4 05-420-600-4800-6231			6.01	CLEANING 09/16/2014 09/23/2014		Services/Labor/Contracts
3 05-430-700-4800-6231			38.46	PAPER SHREDDING 09/02/2014 09/29/2014		Services/Labor/Contracts
4 05-430-700-4800-6231			7.08	CLEANING 09/16/2014 09/23/2014		Services/Labor/Contracts
85003 Aitkin County DAC			99.00	6 Transactions		
5 88023 American Payment Centers 05-400-440-0410-6231			12.00	BOX SERVICE 10/01/2014 12/31/2014	54619	Services/Labor/Contracts
5 05-420-600-4800-6231			31.20	BOX SERVICE 10/01/2014 12/31/2014	54619	Services/Labor/Contracts
5 05-430-700-4800-6231			36.80	BOX SERVICE 10/01/2014 12/31/2014	54619	Services/Labor/Contracts
88023 American Payment Centers			80.00	3 Transactions		
6 8239 Ameripride Linen & Apparel Services 05-400-440-0410-6405			4.75	CLEANING SUPPLIES 09/16/2014 09/16/2014	220666700	Office Supplies
6 05-420-600-4800-6405			12.35	CLEANING SUPPLIES 09/16/2014 09/16/2014	220666700	Office Supplies

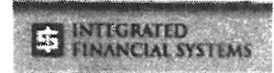
# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
6	05-430-700-4800-6405		14.57	CLEANING SUPPLIES	220666700 Office Supplies
	8239 Ameripride Linen & Apparel Services		31.67	09/16/2014 09/16/2014 3 Transactions	
	12106 Antoine Electric				
7	05-400-440-0410-6231		14.84	REPLACE BALLAST IN HALLWAY	13643 Services/Labor/Contracts
				09/29/2014 09/29/2014	
8	05-400-440-0410-6231		4.99	REPLACE EXTERIOR LIGHT	13661 Services/Labor/Contracts
				10/10/2014 10/10/2014	
7	05-420-600-4800-6231		38.58	REPLACE BALLAST IN HALLWAY	13643 Services/Labor/Contracts
				09/29/2014 09/29/2014	
8	05-420-600-4800-6231		12.98	REPLACE EXTERIOR LIGHT	13661 Services/Labor/Contracts
				10/10/2014 10/10/2014	
7	05-430-700-4800-6231		45.51	REPLACE BALLAST IN HALLWAY	13643 Services/Labor/Contracts
				09/29/2014 09/29/2014	
8	05-430-700-4800-6231		15.30	REPLACE EXTERIOR LIGHT	13661 Services/Labor/Contracts
				10/10/2014 10/10/2014	
	12106 Antoine Electric		132.20	6 Transactions	
	91007 Applied Professional Services				
9	05-420-640-4800-6379		60.00	IVD SERVICE 0014059593-01	22307 Other Iv- D Charges
				09/17/2014 09/17/2014	
10	05-420-640-4800-6379		74.00	IVD SERVICE 0014088676-01	22325 Other Iv- D Charges
				09/18/2014 09/18/2014	
	91007 Applied Professional Services		134.00	2 Transactions	
	89185 Bethesda Lutheran Church Of Malmo				
58	05-400-410-0413-6301		45.00	WIC RENT JUL- SEP'14	Wic Space Rentals
				07/01/2014 09/30/2014	
	89185 Bethesda Lutheran Church Of Malmo		45.00	1 Transactions	
	5398 CDW Government, Inc				
11	05-420-640-4800-6405		669.57	VIEWSONIC 24" MONITOR- 3- CS	Office Supplies
				09/17/2014 09/30/2014	
	5398 CDW Government, Inc		669.57	1 Transactions	
	10855 Culligan				
12	05-400-440-0410-6231		19.85	COOLER RENTAL SERVICE	150-10016285-1 Services/Labor/Contracts

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
	<u>Amount</u>			
12 05- 420- 600- 4800- 6231		10/01/2014 10/31/2014 COOLER RENTAL SERVICE	150- 10016285- 1	Services/Labor/Contracts
12 05- 430- 700- 4800- 6231		10/01/2014 10/31/2014 COOLER RENTAL SERVICE	150- 10016285- 1	Services/Labor/Contracts
10855 Culligan	132.35	10/01/2014 10/31/2014 3 Transactions		
88628 Dalco				
13 05- 400- 440- 0410- 6405	26.05	10/15/2014 10/15/2014 TOWELS/TISSUE	2804505	Office Supplies
13 05- 420- 600- 4800- 6405	67.75	10/15/2014 10/15/2014 TOWELS/TISSUE	2804505	Office Supplies
13 05- 430- 700- 4800- 6405	79.91	10/15/2014 10/15/2014 TOWELS/TISSUE	2804505	Office Supplies
88628 Dalco	173.71	10/15/2014 10/15/2014 3 Transactions		
11984 DataBank IMX				
15 05- 420- 600- 4800- 6231	239.34	09/02/2014 09/30/2014 EDOCS- PROFESSIONAL SERVICES	I45000931	Services/Labor/Contracts
14 05- 420- 600- 4800- 6231	328.69	07/01/2014 08/19/2014 EDOCS- PROFESSIONAL SERVICES	I45000955	Services/Labor/Contracts
11984 DataBank IMX	568.03	07/01/2014 08/19/2014 2 Transactions		
11051 Department of Human Services				
26 05- 400- 440- 0410- 6231	319.65	07/01/2014 09/30/2014 MERIT SYSTEM QE 09/30/14	A300MR01F7I	Services/Labor/Contracts
24 05- 420- 640- 4800- 6231	14.65	08/01/2014 08/31/2014 CS MONTHLY FED OFFSET FEE	A300C42560I	Services/Labor/Contracts
25 05- 420- 640- 4800- 6231	14.65	09/01/2014 09/30/2014 CS MONTHLY FED OFFSET FEE	A300C42840I	Services/Labor/Contracts
20 05- 420- 650- 4400- 6025	975.76	09/01/2014 09/30/2014 MA LTC UN 65	A300MM7C01I	State/Fed Share - MA
21 05- 420- 650- 4400- 6025	293.83	09/01/2014 09/30/2014 MA ESTATE COLLECTIONS- FED	A300MM7C01I	State/Fed Share - MA
22 05- 420- 650- 4400- 6025	146.91	09/01/2014 09/30/2014 MA ESTATE COLLECTIONS- ST	A300MM7C01I	State/Fed Share - MA
23 05- 420- 650- 4400- 6025	140.00	09/01/2014 09/30/2014 MA MH TCM CV	A300MM7C01I	State/Fed Share - MA



# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
26 05- 420- 600- 4800- 6231		831.09	MERIT SYSTEM QE 09/30/14 07/01/2014 09/30/2014	A300MR01F7I Services/Labor/Contracts
16 05- 420- 620- 4100- 6011		231.00	MAXIS GA RECOVERIES 08/01/2014 08/31/2014	A300MX01138I County Share - Ga
17 05- 420- 630- 4100- 6011		361.15	MAXIS SNAP RECOVERIES 08/01/2014 08/31/2014	A300MX01138I County Share- Food Support
18 05- 420- 610- 4100- 6011		335.25	MAXIS AFDC RECOV PRE TANF 09/01/2014 09/30/2014	A300MX01139I County Share- Afdc/Mfip
19 05- 420- 630- 4100- 6011		335.50	MAXIS SNAP RECOVERIES 09/01/2014 09/30/2014	A300MX01139I County Share- Food Support
26 05- 430- 700- 4800- 6231		980.26	MERIT SYSTEM QE 09/30/14 07/01/2014 09/30/2014	A300MR01F7I Services/Labor/Contracts
<b>11051 Department of Human Services</b>		<b>4,979.70</b>	<b>13 Transactions</b>	
<b>89084 Glaxosmithkline Pharmaceuticals</b>				
27 05- 400- 400- 0402- 6401		1,089.30	HEP B VACCINE 10/13/2014 10/13/2014	32093923 Vaccine Cost
<b>89084 Glaxosmithkline Pharmaceuticals</b>		<b>1,089.30</b>	<b>1 Transactions</b>	
<b>2186 Hillyard Inc - Kansas City</b>				
28 05- 400- 440- 0410- 6405		33.00	CLEANING/BATHROOM SUPPLIES 09/30/2014 09/30/2014	601328022 Office Supplies
28 05- 420- 600- 4800- 6405		85.80	CLEANING/BATHROOM SUPPLIES 09/30/2014 09/30/2014	601328022 Office Supplies
28 05- 430- 700- 4800- 6405		101.20	CLEANING/BATHROOM SUPPLIES 09/30/2014 09/30/2014	601328022 Office Supplies
<b>2186 Hillyard Inc - Kansas City</b>		<b>220.00</b>	<b>3 Transactions</b>	
<b>2386 Information Systems Corp</b>				
29 05- 400- 440- 0410- 6231		148.50	DR9080C- SCANNER MAINT AGRMNT 09/30/2014 09/30/2014	6554 Services/Labor/Contracts
29 05- 420- 600- 4800- 6231		386.10	DR9080C- SCANNER MAINT AGRMNT 09/30/2014 09/30/2014	6554 Services/Labor/Contracts
29 05- 430- 700- 4800- 6231		455.40	DR9080C- SCANNER MAINT AGRMNT 09/30/2014 09/30/2014	6554 Services/Labor/Contracts
<b>2386 Information Systems Corp</b>		<b>990.00</b>	<b>3 Transactions</b>	
<b>90182 Laboratory Corp Of America Holdings</b>				

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 Health & Human Services

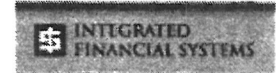
# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
30 05- 420- 640- 4800- 6397		84.00	IVD GENETIC TEST 0011594757- 03 09/18/2014 09/18/2014	BILL #45854924 Genetic Tests Iv- D
90182 Laboratory Corp Of America Holdings		84.00	1 Transactions	
31 12492 LexisNexis Risk Data Management Inc. 05- 430- 700- 4800- 6231		116.00	SEPTEMBER 2014- SERVICES 09/01/2014 09/30/2014	1598721- 201409 Services/Labor/Contracts
12492 LexisNexis Risk Data Management Inc.		116.00	1 Transactions	
32 89080 Meds- 1 Ambulance Service Inc 05- 400- 401- 0000- 6813		120.00	AMBULANCE RUNS- SEPT'14 09/01/2014 09/30/2014	Meds- 1 Hill City Ambulance
89080 Meds- 1 Ambulance Service Inc		120.00	1 Transactions	
33 89078 Mille Lacs Health System 05- 400- 401- 0000- 6814		230.00	AMBULANCE RUNS- AUG'14 08/01/2014 08/31/2014	Isle Ambulance/Mille Lacs Health System
89078 Mille Lacs Health System		230.00	1 Transactions	
35 89765 Minnesota Elevator, Inc 05- 400- 440- 0410- 6231		23.42	ELEVATOR SERVICE- OCT'14 10/01/2014 10/31/2014	326226 Services/Labor/Contracts
35 05- 420- 600- 4800- 6231		60.89	ELEVATOR SERVICE- OCT'14 10/01/2014 10/31/2014	326226 Services/Labor/Contracts
35 05- 430- 700- 4800- 6231		71.82	ELEVATOR SERVICE- OCT'14 10/01/2014 10/31/2014	326226 Services/Labor/Contracts
89765 Minnesota Elevator, Inc		156.13	3 Transactions	
34 86166 Mn County Atty Association 05- 420- 640- 4800- 6405		29.92	CS STATUTE BOOK(1) 10/16/2014 10/16/2014	Office Supplies
86166 Mn County Atty Association		29.92	1 Transactions	
36 89081 North Ambulance Brainerd 05- 400- 401- 0000- 6809		1,620.00	AMBULANCE RUNS- SEPT'14 09/01/2014 09/30/2014	No. Memorial Ambulance- Aitkin

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
89081 North Ambulance Brainerd		1,620.00	1 Transactions	
37 3810 Paulbeck's County Market 05- 400- 450- 0451- 6405		151.96	SHIP- HSF PRESENTATION SUPPLIES 09/02/2014 09/02/2014	Office Supplies
38 05- 400- 450- 0451- 6405		20.00	SHIP- HSF PRESENTATION SUPPLIES 09/03/2014 09/03/2014	Office Supplies
3810 Paulbeck's County Market		171.96	2 Transactions	
39 9489 Redwood Toxicology Laboratory, Inc 05- 420- 660- 4100- 6011		6.75	MSA DRUG TESTING 09/22/2014 09/22/2014	02262220149 County Share - Msa
9489 Redwood Toxicology Laboratory, Inc		6.75	1 Transactions	
40 4233 S & T Office Products Inc 05- 400- 440- 0410- 6405		14.07	AGENCY SUPPLIES 09/16/2014 09/16/2014	01QO4428 Office Supplies
46 05- 400- 440- 0410- 6405		7.96	AGENCY SUPPLIES 09/19/2014 09/19/2014	01QO6558 Office Supplies
45 05- 400- 440- 0410- 6405		18.50	AGENCY SUPPLIES 09/24/2014 09/24/2014	01QO8373 Office Supplies
41 05- 400- 440- 0410- 6405		4.38	AGENCY SUPPLIES 10/01/2014 10/01/2014	01QP1485 Office Supplies
42 05- 400- 450- 0451- 6405		67.93	SHIP PLANNING- EASELPAD 10/01/2014 10/01/2014	01QP1485 Office Supplies
44 05- 400- 440- 0410- 6405		1.19	AGENCY SUPPLIES 10/07/2014 10/07/2014	01QP3967 Office Supplies
43 05- 400- 440- 0410- 6405		1.15	AGENCY SUPPLIES 10/09/2014 10/09/2014	01QP5401 Office Supplies
47 05- 400- 440- 0410- 6405		7.79	AGENCY SUPPLIES 10/16/2014 10/16/2014	01QP8521 Office Supplies
40 05- 420- 600- 4800- 6405		36.60	AGENCY SUPPLIES 09/16/2014 09/16/2014	01QO4428 Office Supplies
46 05- 420- 600- 4800- 6405		20.70	AGENCY SUPPLIES 09/19/2014 09/19/2014	01QO6558 Office Supplies
45 05- 420- 600- 4800- 6405		48.10	AGENCY SUPPLIES 09/24/2014 09/24/2014	01QO8373 Office Supplies
41 05- 420- 600- 4800- 6405		11.37	AGENCY SUPPLIES	01QP1485 Office Supplies

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 Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
44 05- 420- 600- 4800- 6405		3.12	10/01/2014 10/01/2014 AGENCY SUPPLIES	01QP3967 Office Supplies
43 05- 420- 600- 4800- 6405		2.98	10/07/2014 10/07/2014 AGENCY SUPPLIES	01QP5401 Office Supplies
47 05- 420- 600- 4800- 6405		20.26	10/09/2014 10/09/2014 AGENCY SUPPLIES	01QP8521 Office Supplies
40 05- 430- 700- 4800- 6405		43.17	10/16/2014 10/16/2014 AGENCY SUPPLIES	01QO4428 Office Supplies
46 05- 430- 700- 4800- 6405		24.41	09/16/2014 09/16/2014 AGENCY SUPPLIES	01QO6558 Office Supplies
45 05- 430- 700- 4800- 6405		56.74	09/19/2014 09/19/2014 AGENCY SUPPLIES	01QO8373 Office Supplies
41 05- 430- 700- 4800- 6405		13.41	09/24/2014 09/24/2014 AGENCY SUPPLIES	01QP1485 Office Supplies
44 05- 430- 700- 4800- 6405		3.68	10/01/2014 10/01/2014 AGENCY SUPPLIES	01QP3967 Office Supplies
43 05- 430- 700- 4800- 6405		3.52	10/07/2014 10/07/2014 AGENCY SUPPLIES	01QP5401 Office Supplies
47 05- 430- 700- 4800- 6405		23.90	10/09/2014 10/09/2014 AGENCY SUPPLIES	01QP8521 Office Supplies
4233 S & T Office Products Inc		434.93	10/16/2014 10/16/2014 22 Transactions	
89003 Seven County Process Servers LLC				
49 05- 420- 640- 4800- 6379		55.00	IVD SERVICE 0011304239- 01 09/20/2014 09/20/2014	8341 Other Iv- D Charges
89003 Seven County Process Servers LLC		55.00	1 Transactions	
87016 Sheriff Itasca County				
50 05- 420- 640- 4800- 6379		55.00	IVD SERVICE 0014536407- 01 09/19/2014 09/19/2014	4350 Other Iv- D Charges
87016 Sheriff Itasca County		55.00	1 Transactions	
86029 Sheriff Sherburne County				
51 05- 420- 640- 4800- 6379		40.00	IVD SERVICE 0011000595- 03 09/25/2014 09/25/2014	14000946 Other Iv- D Charges
86029 Sheriff Sherburne County		40.00	1 Transactions	

# Aitkin County



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
52 88859 Spee*Dee- St Cloud 05- 420- 600- 4800- 6231		238.00	IM SERVICE 09/29/2014 09/29/2014	2687259 Services/Labor/Contracts
53 05- 430- 700- 4800- 6231		9.62	SS SERVICE 09/29/2014 09/29/2014	2687259 Services/Labor/Contracts
88859 Spee*Dee- St Cloud		247.62	2 Transactions	
48 4258 St Louis County Auditor 05- 420- 600- 4800- 6231		2,352.16	REG 3 EDMS- IT SUPPORT 07/01/2014 09/30/2014	00000574 Services/Labor/Contracts
4258 St Louis County Auditor		2,352.16	1 Transactions	
54 10588 Stanley Access Tech LLC 05- 400- 440- 0410- 6231		40.50	REPAIR EXTERIOR ENTRANCE HINGE 10/13/2014 10/13/2014	0903633296 Services/Labor/Contracts
54 05- 420- 600- 4800- 6231		105.30	REPAIR EXTERIOR ENTRANCE HINGE 10/13/2014 10/13/2014	0903633296 Services/Labor/Contracts
54 05- 430- 700- 4800- 6231		124.20	REPAIR EXTERIOR ENTRANCE HINGE 10/13/2014 10/13/2014	0903633296 Services/Labor/Contracts
10588 Stanley Access Tech LLC		270.00	3 Transactions	
56 86235 The Office Shop Inc 05- 400- 440- 0410- 6405		15.89	OSS FAX TONER 09/12/2014 09/12/2014	967348- 0 Office Supplies
56 05- 420- 600- 4800- 6405		41.34	OSS FAX TONER 09/12/2014 09/12/2014	967348- 0 Office Supplies
55 05- 420- 600- 4800- 6405		90.99	PRINTER TONER- EF 09/29/2014 09/29/2014	968371- 0 Office Supplies
56 05- 430- 700- 4800- 6405		48.76	OSS FAX TONER 09/12/2014 09/12/2014	967348- 0 Office Supplies
86235 The Office Shop Inc		196.98	4 Transactions	
57 8334 United States Postal Service(Hasler) 05- 430- 000- 0000- 1205		2,500.00	POSTAGE METER 59688	Postage Account
8334 United States Postal Service(Hasler)		2,500.00	1 Transactions	

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Health & Human Services

# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
Final Total .....		55,460.67	34 Vendors	100 Transactions



# Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<b>Recap by Fund</b>	<b><u>Fund</u></b>	<b><u>AMOUNT</u></b>	<b><u>Name</u></b>	
	5	55,460.67	Health & Human Services	
	All Funds	55,460.67	Total	Approved by, .....
				.....
				.....







**AITKIN-ITASCA-KOOCHICHING  
COMMUNITY HEALTH BOARD**  
**Itasca Resource Center / 1209 SE 2<sup>nd</sup> Avenue**  
**Grand Rapids, Minnesota 55744**  
**Telephone: 1-218-327-5525**

October 10, 2014

J. Mark Wedel, Chair  
 Aitkin County Board of Commissioners  
 217 2<sup>nd</sup> Street NW  
 Aitkin, MN 56431

Dear Mr. Wedel:

Terms of membership for Aitkin County's representatives on the Aitkin-Itasca-Koochiching Community Health Board expire effective December 31, 2014. Current representatives are Laurie Westerlund and Ihleen Williams. Both Ms. Westerlund and Ms. Williams are eligible to be reappointed to the Community Health Board.

It would be appreciated if you could bring this matter to the attention of the Aitkin County Board of Commissioners. The County Board of Commissioners has the authority and responsibility for appointing Aitkin County members of the CHS Board. Terms of membership are for a period of three years.

The organizational structure of the CHS Board requires that one of your two representatives be a county commissioner. The other individual may be a health provider or community representative.

For your reference, I have attached a description of the CHS Board Member Responsibilities. Please call me at 218-327-6144, if you have any questions.

Sincerely,

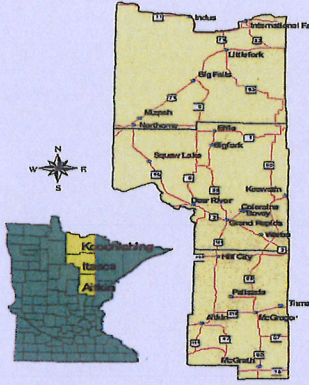
*Kelly Chandler*  
 Kelly Chandler  
 CHS Administrator

kfb

enc.

cc: ✓ Tom Burke  
 Erin Melz  
 Laurie Westerlund  
 Ihleen Williams

OCT 14 2014



**AITKIN-ITASCA-KOOCHICHING  
COMMUNITY HEALTH BOARD**  
Itasca Resource Center / 1209 SE 2<sup>nd</sup> Avenue  
Grand Rapids, Minnesota 55744  
Telephone: 1-218-327-5525

## **DESCRIPTION OF COMMUNITY HEALTH SERVICES BOARD MEMBER RESPONSIBILITIES**

### **Basic Responsibilities**

- Attend and actively participate in regular CHS Board meetings (6-7 per year).
- Prepare for CHS Board meetings by reading materials related to the meeting including minutes and background information.
- Communicate Board activities to other groups which the member represents (e.g., county board, health related task force or employment).
- Read and be familiar with the CHS Board Bylaws.

### **Optional Responsibilities**

- Participate as a member of CHS Board committees and task forces.
- Serve as a Board officer.
- Serve as State CHS Advisory Committee representative.
- Attend county health board meetings.

# Aitkin County Health & Human Services

Financial Statement

	Actual Jan-14	Actual Feb-14	Actual Mar-14	Actual Apr-14	Actual May-14	Actual Jun-14	Actual Jul-14
<b>Income:</b>							
Tax Levy						1,078,907.17	
CPA and In Lieu						64.18	3,335.00
State Revenue	5,195.16	18,476.78	84,181.48	54,485.28	22,390.84	138,925.15	224,607.39
Federal Revenue	69,159.35	85,703.28	292,903.20	197,327.79	107,051.57	332,233.24	80,638.30
Revenue From Third Party	11,583.90	14,301.61	13,094.37	17,084.26	21,802.69	17,682.54	13,290.53
Misc. Revenue	13,909.30	27,832.14	18,090.80	13,641.85	23,380.78	11,034.05	92,960.15
<b>Total:</b>	<b>99,847.71</b>	<b>146,313.81</b>	<b>408,269.85</b>	<b>282,539.18</b>	<b>174,625.88</b>	<b>1,578,846.33</b>	<b>414,831.37</b>
<b>Expenditures:</b>							
Payments to Recipients	139,694.11	78,958.56	107,147.21	149,836.89	103,383.21	169,578.00	150,704.89
Salaries and Fringes	304,640.28	265,391.93	274,153.29	289,221.93	404,370.86	285,618.88	289,864.44
Services and Charges	29,007.91	37,406.81	24,041.12	20,525.44	26,258.04	20,491.67	21,686.35
Travel and Insurance	45,955.96	3,018.98	4,404.18	6,170.78	4,819.40	3,573.01	2,807.27
Office Supplies	5,113.72	5,975.17	5,380.48	11,417.09	6,934.06	4,670.57	3,897.13
Capital Outlay	-	11,385.16	7,707.39	7,966.22	-	-	1,209.83
Misc Expense & Pass Thru	24,117.13	7,351.13	5,998.27	28,403.87	7,593.08	7,001.46	30,849.03
<b>Total:</b>	<b>548,529.11</b>	<b>409,487.74</b>	<b>428,831.94</b>	<b>513,542.22</b>	<b>553,358.65</b>	<b>490,933.59</b>	<b>501,018.94</b>
<b>Final Totals:</b>	<b>(448,681.40)</b>	<b>(263,173.93)</b>	<b>(20,562.09)</b>	<b>(231,003.04)</b>	<b>(378,732.77)</b>	<b>1,087,912.74</b>	<b>(86,187.57)</b>

Cash Balance as of 10/2013  
**4,428,569.68**

Cash Balance as of 10/2014  
**4,217,586.95**

	Actual Aug-14	Actual Sep-14	Actual Oct-14	Actual Nov-14	Actual Dec-14
<b>Income:</b>					
Tax Levy		-			
CPA and In Lieu	75,376.30	901.09			
State Revenue	37,647.76	119,245.20			
Federal Revenue	299,838.99	183,193.50			
Revenue From Third Party	17,549.85	17,537.53			
Misc. Revenue	11,335.78	7,969.35	1,109.83		
<b>Total:</b>	<b>441,748.68</b>	<b>328,846.67</b>	<b>1,109.83</b>	-	-
<b>Expenditures:</b>					
Payments to Recipients	94,302.52	221,870.23	150,479.01		
Salaries and Fringes	280,096.56	288,561.95	290,937.03		
Services and Charges	40,077.36	19,702.90	32,262.33		
Travel and Insurance	4,703.71	4,098.74	4,351.43		
Office Supplies	2,643.15	6,298.60	9,729.69		
Capital Outlay	1,366.94	1,630.82	-		
Misc Expense & Pass Thru	18,161.98	4,486.22	30,926.61		
<b>Total:</b>	<b>441,352.22</b>	<b>546,649.46</b>	<b>518,686.10</b>	-	-
<b>Final Totals:</b>	396.46	(217,802.79)	(517,576.27)	-	-

	YTD 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008	ACTUAL 2007
<b>Income:</b>								
Tax Levy	1,078,907.17	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73	2,409,856.71	2,303,196.53
CPA and In Lieu	79,676.57	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53	389,866.09
State Revenue	705,155.04	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64	790,366.43
Federal Revenue	1,648,049.22	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42	2,031,189.00	2,013,560.50
Revenue From Third Party	143,927.28	216,749.43	204,217.36	163,265.77	126,077.60	-	-	-
Misc. Revenue	221,264.03	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74	568,060.27
<b>Total:</b>	<b>3,876,979.31</b>	<b>6,184,048.92</b>	<b>6,117,765.60</b>	<b>6,049,342.18</b>	<b>6,073,507.57</b>	<b>6,136,847.65</b>	<b>6,289,542.62</b>	<b>6,065,049.82</b>
<b>Expenditures:</b>								
Payments to Recipients	1,365,954.63	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01	1,729,049.89	1,827,333.49
Salaries and Fringes	2,972,857.15	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47	3,300,291.25	3,091,358.49
Services and Charges	271,459.93	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72	271,589.87
Travel and Insurance	83,903.46	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88	91,625.96
Office Supplies	62,059.66	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17	63,677.05
Capital Outlay	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07	24,380.79
Misc Expense & Pass Thru	164,888.78	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22	148,157.71
<b>Total:</b>	<b>4,952,389.97</b>	<b>5,654,467.96</b>	<b>5,929,317.85</b>	<b>5,881,836.60</b>	<b>6,074,624.26</b>	<b>6,161,619.70</b>	<b>5,731,516.20</b>	<b>5,518,123.36</b>
<b>Final Totals:</b>	<b>(1,075,410.66)</b>	<b>529,580.96</b>	<b>188,447.75</b>	<b>167,505.58</b>	<b>(1,116.69)</b>	<b>(24,772.05)</b>	<b>558,026.42</b>	<b>546,926.46</b>

## AITKIN COUNTY FOSTER CARE

	1998	1999	2000	2001	2002	2003	2004	2005	2006
	\$470,228.76	\$619,842.48	\$663,637.48	\$840,674.02	\$927,493.49	\$1,210,524.55	\$1,054,034.05	\$911,374.91	\$847,823.25
	61	68	85	116	94	81	76	69	73
	2007	2008	2009	2010	2011	2012	2013	2014	
JAN	\$57,760.29	\$51,397.99	\$71,257.41	\$73,496.04	\$78,312.32	\$59,278.73	\$52,334.43	\$38,575.68	
FEB	\$94,242.30	\$62,605.01	\$78,980.18	\$82,467.05	\$82,982.51	\$78,783.86	\$50,122.31	\$35,579.24	
MARCH	\$67,724.29	\$62,918.27	\$75,728.59	\$75,000.60	\$61,384.45	\$89,386.88	\$44,070.76	\$24,095.99	
APRIL	\$74,285.29	\$62,865.11	\$91,603.72	\$79,548.43	\$69,570.36	\$101,195.78	\$52,651.49	\$71,994.81	
MAY	\$74,048.44	\$71,824.48	\$74,777.50	\$77,811.48	\$73,398.62	\$70,140.91	\$49,124.55	\$42,970.74	
JUNE	\$85,395.63	\$79,633.26	\$78,255.63	\$99,039.56	\$92,735.90	\$79,654.30	\$51,198.58	\$68,481.80	
JULY	\$59,397.74	\$76,076.59	\$84,874.52	\$74,466.67	\$63,530.39	\$68,929.00	\$59,525.43	\$53,313.73	
AUG	\$66,770.76	\$74,550.01	\$74,213.76	\$97,571.86	\$77,971.22	\$67,386.62	\$50,216.24	\$48,392.38	
SEPT	\$68,837.51	\$67,930.63	\$74,599.74	\$70,427.32	\$65,924.31	\$66,615.87	\$51,396.77	\$85,339.33	
OCT	\$52,226.54	\$66,331.65	\$73,431.32	\$89,100.75	\$83,971.03	\$45,407.15	\$47,334.14	\$44,448.43	
NOV	\$66,203.74	\$77,776.03	\$91,038.51	\$76,359.06	\$78,148.23	\$45,889.63	\$38,819.46		
DEC	\$51,560.49	\$80,602.70	\$81,512.33	\$75,599.03	\$58,313.77	\$43,359.27	\$44,200.11		
TOTAL CHILDREN	\$818,453.02	\$834,511.73	\$950,273.21	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$513,192.13	
	75	63	64	57	56	49			
	\$818,453.02	\$16,058.71	\$115,761.48	\$20,614.64	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	(\$77,802.14)	
	Decrease from 2006	Increase from 2007	Increase from 2008	Increase from 2009	Decrease from 2010	Decrease from 2011	Decrease from 2012	Decrease from 2013	

### 2012 Foster Care Breakdown

Child Shelter	\$8,847.10
Treatment Foster	\$96,215.62
Child Foster Care	\$276,532.46
Rule 8 FC	\$76,095.10
Corrections	\$245,552.59
Electronic Monitor	\$352.00
Rule 5	\$99,575.24
Respite	\$9,183.36
Child Care	
Health Services	\$382.00
Transportation	<u>\$7,187.58</u>
Total	\$819,923.05

### 2011 Foster Care Reimbursement

IV-E	\$75,838.00
Rule 5	\$103,505.70
Recoveries	\$127,343.92
Total	\$306,687.62

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2011 expenses.

### 2013 Foster Care Breakdown

Child Shelter	\$4,194.22
Treatment Foster	\$79,138.00
Child Foster Care	\$ 252,908.55
Rule 8 FC	\$7,305.55
Corrections	\$ 188,405.85
Electronic Monitor	\$2,904.00
Rule 5	\$58,405.55
Respite	\$2,358.48
Child Care	\$718.00
Health Services	\$110.87
Transportation	<u>\$14,128.68</u>
Total	\$610,577.75

### 2012 Foster Care Reimbursement

IV-E	\$73,551.00
Rule 5	\$59,512.99
Recoveries	\$112,766.58
Total	\$245,830.57

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2012 expenses.

### 2014 Foster Care Breakdown Year to Date

Child Shelter	\$1,640.00
Treatment Foster	\$28,929.92
Child Foster Care	\$ 152,615.46
Rule 8 FC	\$987.57
Corrections	\$ 309,295.04
Extended FC	\$100.00
Rule 5	\$67,181.08
Respite	
Child Care	\$591.50
Health Services	\$2,606.51
Transportation	<u>\$8,418.84</u>
Total	\$572,365.92

### 2013 Foster Care Reimbursement

IV-E	\$105,518.00
Rule 5	\$8,501.46
Recoveries	\$126,112.23
Total	\$240,131.69

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2013 expenses.

**2010 Foster Care Breakdown**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$9,488.00	\$0.00	\$9,488.00	\$0.00
Treatment Foster	\$56,083.53	\$33,226.63	\$22,856.90	\$0.00
Child Foster Care	\$476,817.55	\$346,845.36	\$18,694.69	\$111,277.50
Rule 8 FC	\$76,179.08	\$14,709.60	\$13,372.90	\$48,096.58
Corrections	\$170,224.47	\$0.00	\$66,820.90	\$103,403.57
Home Monitoring/Spec. Equip	\$1,201.39	\$721.39	\$480.00	\$0.00
Rule 5	\$140,169.52	\$103,209.65	\$0.00	\$36,959.87
Respite	\$34,850.93	\$34,065.68	\$0.00	\$785.25
Child Care	\$1,579.00	\$1,579.00	\$0.00	\$0.00
Health Services	\$81.56	\$81.56	\$0.00	\$0.00
Transportation	\$9,584.21	\$9,584.21	\$0.00	\$0.00

Total \$976,259.24 \$544,023.08 \$131,713.39 \$300,522.77

Total \$976,259.24

**2011 Foster Care Breakdown**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$2,832.90	\$177.00	\$2,655.90	\$0.00
Treatment Foster	\$101,130.13	\$101,130.13	\$0.00	\$0.00
Child Foster Care	\$317,597.09	\$167,153.57	\$11,627.25	\$138,816.27
Rule 8 FC	\$79,291.48	\$45,321.48	\$17,569.80	\$16,400.20
Corrections	\$316,273.71	\$0.00	\$208,352.80	\$107,920.91
18-21	\$1,228.00	\$1,228.00	\$0.00	\$0.00
Rule 5	\$70,889.29	\$70,889.29	\$0.00	\$0.00
Respite	\$8,645.32	\$7,336.52	\$0.00	\$1,308.80
Child Care	\$1,166.65	\$1,166.65	\$0.00	\$0.00
Health Services	\$193.65	\$193.65	\$0.00	\$0.00
Transportation	\$10,267.87	\$10,267.87	\$0.00	\$0.00

Total \$909,516.09 \$404,864.16 \$240,205.75 \$264,446.18

Total \$909,516.09

**2012 Foster Care Breakdown**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$8,847.10	\$2,696.30	\$6,150.80	\$0.00
Treatment Foster	\$96,215.62	\$96,215.62	\$0.00	\$0.00
Child Foster Care	\$276,532.46	\$174,297.88	\$9,783.11	\$92,451.47
Rule 8 FC	\$76,095.10	\$7,061.90	\$43,317.20	\$25,716.00
Corrections	\$245,552.59	\$0.00	\$188,861.99	\$56,690.60
Electronic Monitoring	\$352.00	\$0.00	\$352.00	\$0.00
Rule 5	\$99,575.24	\$99,575.24	\$0.00	\$0.00
Respite	\$9,183.36	\$7,811.86	\$0.00	\$1,371.50
Child Care	\$0.00	\$0.00	\$0.00	\$0.00
Health Services	\$382.00	\$382.00	\$0.00	\$0.00
Transportation	\$7,187.58	\$7,187.58	\$0.00	\$0.00

Total \$819,923.05 \$395,228.38 \$248,465.10 \$176,229.57

Total \$819,923.05

**2013 Foster Care Breakdown**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$4,194.22	\$2,816.72	\$1,377.50	\$0.00
Treatment Foster	\$79,138.00	\$79,138.00	\$0.00	\$0.00
Child Foster Care	\$252,908.55	\$241,526.46	\$0.00	\$11,382.09
Rule 8 FC	\$7,305.55	\$0.00	\$0.00	\$7,305.55
Corrections	\$188,405.85	\$24,953.28	\$142,441.58	\$21,010.99
Electronic Monitoring	\$2,904.00	\$2,596.00	\$308.00	\$0.00
Rule 5	\$58,405.55	\$21,834.76	\$0.00	\$36,570.79
Respite	\$2,358.48	\$2,258.48	\$0.00	\$100.00
Child Care	\$718.00	\$718.00	\$0.00	\$0.00
Health Services	\$110.87	\$110.87	\$0.00	\$0.00
Transportation	\$14,128.68	\$14,128.68	\$0.00	\$0.00

Total \$610,577.75 \$390,081.25 \$144,127.08 \$76,369.42

Total \$610,577.75

**2014 Foster Care Breakdown Year to Date**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$1,640.00	\$0.00	\$1,640.00	\$0.00
Treatment Foster	\$28,929.92	\$28,929.92	\$0.00	\$0.00
Child Foster Care	\$152,615.46	\$136,586.21	\$1,998.00	\$14,031.25
Rule 8 FC	\$987.57	\$99.57	\$0.00	\$888.00
Corrections	\$309,295.04	\$0.00	\$246,096.63	\$63,198.41
Extended Foster Care	\$100.00	\$100.00	\$0.00	\$0.00
Rule 5	\$67,181.08	\$67,181.08	\$0.00	\$0.00
Respite	\$0.00	\$0.00	\$0.00	\$0.00
Child Care	\$591.50	\$591.50	\$0.00	\$0.00
Health Services	\$2,606.51	\$2,606.51	\$0.00	\$0.00
Transportation	\$8,418.84	\$8,418.84	\$0.00	\$0.00

Total \$572,365.92 \$244,513.63 \$249,734.63 \$78,117.66

Total \$572,365.92



**AITKIN COUNTY VOLUNTEER DRIVER TRANSPORTATION**

<b>MONTH</b>	<b>MEDICAL TRANSPORTS COMPLETED</b>	<b>OTHER TRANSPORTS COMPLETED*</b>	<b>TRANSPORTS CANCELED OR NO SHOWS</b>	<b>TOTAL TRANSPORTS ARRANGED</b>	<b>COUNTY EXPENSE FOR MEDICAL TRANSPORTS</b>
OCT	74	2	10	86	\$476.00
NOV	60	0	7	67	\$877.18
DEC	36	0	16	52	\$674.36
JAN '14	70	4	11	85	\$644.64
FEB '14	46	0	13	59	\$780.40
MARCH	55	8	17	80	\$1296.64
APRIL	58	5	20	83	\$597.24
MAY	67	0	9	76	\$435.52
JUNE	68	6	12	86	\$422.00
JULY	49	23	13	85	\$351.16
AUGUST	57	16	22	95	\$475.16
SEPT	60	0	25	85	\$503.16
OCT					\$373.80

**\*COURT, MEDICAL W/NO TRANSPORTATION (SUCH AS MN CARE), VISITATION, ETC.**

# AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

## Summary Minutes

**Meeting Date: October 9, 2014**

**Meeting Site: Itasca Resource Center, Grand Rapids, MN**

**Introductions:** The Board and others present provided self-introduction.

### **Financial Information:**

- Karen Benson, Grants Manager reviewed the financial reports for various grants. Overall grants expenditures were on target for the year. Upon a motion from Laurie Westerlund, seconded by Ihleen Williams, the Financial Report was approved.

### **Administrative Information:**

- **Aitkin County CHS Board Representatives** – Terms of office expire on December 31, 2014 for Aitkin County members of the Community Health Board. Current members are eligible for reappointment to a 3 year term on the Board.
- **Triad Update** - PH supervisors /directors and H&HS directors met as the Triad Group in International Falls. This group has now broken out into a Subcommittee to address MDH deliverables. There have been many working meetings and they are producing the working product of the deliverables for the Community Health Assessment process.
- **CHS Audit Report** – Board members received copies of the CHS Audit Report. This was completed by the firm of Hoffman, Dale and Swenson. Grants Manager Karen Benson met with him to review all financial records of the Community Health Board. Chair McBride noted that all records for the Community Health Board appear to be in good shape.
- **Electronic Medical Records (CHAMPS)** – Family Home Visiting staff from all 3 counties met on October 2 and finalized 8 more pathways. All 3 counties are increasing use of this system and are developing various ways to utilize the electronic records.
- **Community Health Conference** – The annual Community Health Conference was held September 17-19, 2014. Our Community Health Board was well represented with Board members Betsy Johnson, Brian McBride, Shara Pehl, Laurie Westerlund, and Ihleen Williams attending. Staff in attendance included CHS Grants Mgr. Karen Benson, CHS Administrator / Itasca Public Health Division Mgr., Kelly Chandler; Aitkin County H&HS Director Tom Burke, Aitkin County PH Supervisor, Erin Melz; Itasca County H&HS Director Eric Villeneuve; Koochiching County H&HS Director Terry Murray, Koochiching County PH Supervisor Nancy Lee, and MDH NE District Consultant Janelle Schroeder. Those in attendance shared take away points from the conference.

## **Administrative Information (Continued):**

- **MDH Deliverables Update** – Public Health Supervisors/Manager have been working on the MDH Deliverables. Items worked on have included the Community Health Improvement Plan, Strategic Plan and Quality Improvement Plan. These items are now ready to submit for the Community Health Assessment and Action Plan, which is due in 2015. Janelle Schroeder noted that this will meet the deliverables required by MDH and Kelly Chandler said she was proud that they had been able to accomplish this task in a short time.

## **Local Public Health Report:**

Kelly Chandler, Itasca County Public Health Division Manager, is the tri-county CHS Local Public Health Association representative. She reported that she had attended the LPHA meeting held just prior to the Community Health Conference. A primary focus of discussion was continued development of the 2015 LPHA Legislative Platform. This will be brought to a vote at the full LPHA Membership Meeting in November, 2014.

## **State CHS Advisory Committee (SCHSAC) Report:**

Betsy Johnson, Itasca County Board Representative is the Tri-County CHS State CHS Advisory Committee Representative. She attended the past meeting which was held at the Community Health Conference. She provided the attached summary document, and highlighted:

- **Legislative Agenda** – She appreciates the legislative agenda that is developed and the thought which goes into it.
- **Commissioner elected Chair of the national Assoc. of State and Territorial Health Official (ASTHO)** – this will put Minnesota in the forefront of framing national issues.
- **Center for Advancing Health Equity** – this is a newly created center to identify underlying causes of health inequities and disparities and build efforts to reduce these across MDH and all its partners
- **Ebola** – much discussion throughout the conference and since.
- Upon a motion from Ihleen Williams, seconded by Leo Trunt, the Financial Report was approved.

## **Public Health Reports:**

- Reports were presented by Public health staff from each county.

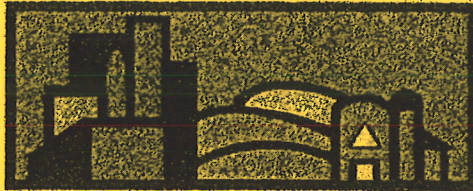
## **Next Meeting:**

- The next meeting of the Community Health Board will be December 11, 2014 in Grand Rapids.

**Adjournment: The Board meeting was adjourned at 12:20 p.m.**

## **Committee of the Whole:**

Following a recess a Committee of the Whole met at 12:30 p.m. to receive and discuss the report and recommendations of the Work Group of the Strategic Planning Committee. This Work Group was charged with bringing forward a recommendation regarding the position of CHS Administrator for the Community Health Board.



## STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE

### Wednesday, September 17, 2014, Meeting Take Home Points

Total Attendance: 180

CHBs Represented: 42 of 50

Next SCHSAC Meeting: Friday, December 5, 10:00am – 2:30pm

Hampton Inn ~ Shoreview; 1000 Gramsie Road, Shoreview, Minnesota 55126

#### Awards and Conference

- Thanks to all who participated in the 2014 Community Health Conference: Public Health on the Horizon, September 17, 18, 19, 2014, Cragun's Conference Center, Brainerd, MN. Conference materials are available at [www.health.state.mn.us/chc](http://www.health.state.mn.us/chc). Please complete the online evaluation by October 3<sup>rd</sup>.
- Congratulations to the 2014 Community Health Award Recipients! Photo and details online at <http://www.health.state.mn.us/divs/opi/pm/awards/>.

#### Upcoming Events

- Nominations for the 2015 SCHSAC Chair-Elect are due by October 20th. (See attached form for details.)
- At the December 5<sup>th</sup> meeting, SCHSAC members and alternates will be caucusing to select regional representatives to serve on the Executive Committee.

#### SCHSAC BUSINESS

- The Executive Committee approved a revised and updated charge and membership for the Local Public Health Act Workgroup, which was initially convened in 2012. The workgroup is being extended so that it can continue to provide input on topics related to 145A. One particular area needing attention is supporting effective local public health leadership and workforce development, which was an unmet objective of the original 2012 charge.
- The SCHSAC Executive Committee agreed to schedule conference calls between the SCHSAC quarterly meetings, in order to monitor workgroup progress, and provide input on the planning of the SCHSAC agendas. The executive committee will continue to meet in-person prior to each SCHSAC quarterly meeting.
- SCHSAC approved the PHEP Oversight Group's recommendation which includes 1) change the current PHEP funding formula (applicable to emergency preparedness funding only) to one that included the following five factors to be implemented in BP4 (July 1, 2015 – June 30, 2016) and 2) the PHEP Oversight Group will review the funding formula effects one year after implementation to determine the impact on CHBs' work in public health emergency preparedness, and adjust the weights of the factors in the formula as needed. SCHSAC approved an additional motion, brought by Nancy Schouweiler, Dakota CHB, for the state to review the state/local split of PHEP funds and for the state to support an increase to the Local Public Health Grant.
- SCHSAC approved the 2014-2018 SCHSAC Strategic Plan.

- The Performance Improvement Steering Committee shared Brown County's immunization rate quality improvement project as an example of how to use data to improve public health practice.

#### FROM THE COMMISSIONER

Commissioner Ehlinger announced that he was recently selected president-elect of ASTHO, the national Association of State and Territorial Health Officials. This is a great opportunity for Minnesota to participate in framing the national agenda for state public health.

MDH Deputy Commissioner Jim Koppel and Legislative Director Melissa Finnegan spoke with SCHSAC about ideas for the 2015 biennial budget session. Ideas include: increasing the Local Public Health Grant, developing the primary care workforce, advancing health equity and the health in all policies approach, prenatal to three efforts such as breastfeeding, newborn screening, home visiting and reducing ACEs, partnering with the Minnesota Department of Agriculture on food safety and licensing, chronic disease prevention and treatment, and a variety of environmental health issues such as clean water, mold and radon.

#### Public Health in Minnesota

- Dr. Melanie Peterson-Hickey, Interim Director for the Center for Advancing Health Equity, addressed SCHSAC about the need and purpose of this newly created Center. One role for the Center for Health Equity is to identify underlying causes of health disparities and inequities and build intentional effort to reduce them across the Minnesota Department of Health and with all its partners.
- Kris Ehresmann, MDH Director, Infectious Disease, Epidemiology, Prevention and Control presented information on Ebola Virus to SCHSAC. MDH has initiated surveillance and, as of 9/17/14, ruled out over 20 cases of suspected Ebola Virus in Minnesota. She advised local public health to take this opportunity to review and update their agency response plans. Her presentation slides are attached. Check the MDH website, <http://www.health.state.mn.us/>, for up-to-date information on this evolving situation.
- Ms. Ehresmann also discussed Enterovirus (EV-D68), a respiratory infection which has hit children, especially those with underlying asthma issues, hard across the country. Minnesota just confirmed its first case in an infant in the Twin Cities on September 16<sup>th</sup>. The best prevention is to cover your cough and wash your hands.
- It is time to get your flu shot. Visit MDH's website at <http://www.health.state.mn.us> or go to <http://www.flu.gov/> for more information.
- A funding article by LPHA Legislative Committee Co-chairs, Bonnie Brueshoff and Renee Frauendienst, was published in Association of Minnesota Counties (AMC) newsletter. It is available online at <http://www.mncounties.org/Publications/webMnCountiesSEP-OCT14.pdf>.
- The Minnesota Public Health Data Access portal now includes an interactive County Profiles tool with environmental, exposure, and health data for each county in Minnesota. In addition, the MN Public Health Data Access Portal has a new look. A mobile-friendly design lets you access the portal's data on environmental hazards and public health outcomes from your computer, tablet, or mobile device. Browse the new portal design by going to <https://apps.health.state.mn.us/mndata/home>.

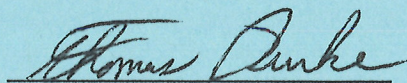
**MORE ABOUT SCHSAC:** If you have questions or need copies of any materials sent to SCHSAC members, please contact Becky Buhler, MDH, at [becky.buhler@state.mn.us](mailto:becky.buhler@state.mn.us) or 651-201-5795.

ADDENDUM TO AITKIN COUNTY ATTORNEY'S OFFICE AND SHERIFF'S OFFICE  
COOPERATIVE AGREEMENT

BE IT HEREBY RESOLVED THAT the Cooperative Agreement entered into the 27<sup>th</sup> day of November, 2012, between the Minnesota Department of Human Services, through its Agent, Aitkin County Health and Human Services, and the Aitkin County Sheriff, and the Aitkin County Attorney's Office is hereby carried forth in its entirety for the calendar years 2015 and 2016, and shall be in effect beginning January 1, 2015 and shall remain in effect until termination by either party upon sixty (60) days written notice or until December 31, 2016, whichever shall occur first.

THE PARTIES HEREIN, HAVING APPROVED AND SIGNED THIS AGREEMENT, AGREE TO BE BOUND TO THE PROVISIONS SET FORTH IN THIS AGREEMENT.

Approved By:



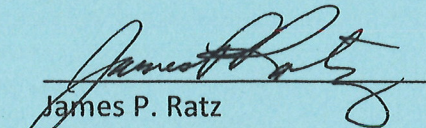
Thomas Burke, Director  
Aitkin County Health and  
Human Services

Date: 10-23-14

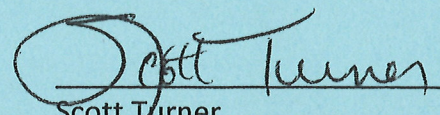
\_\_\_\_\_  
Jeffrey J. Jorgenson, Director  
Child Support Division

Date: \_\_\_\_\_

\_\_\_\_\_  
Mark Wedel  
Aitkin County Board Chair  
Date: \_\_\_\_\_

  
James P. Ratz  
Aitkin County Attorney

Date: 10/22/2014

  
Scott Turner  
Aitkin County Sheriff  
Date: 10-22-14

# AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

## Wednesday, October 1, 2014

- Committee Members Present:** Mickey Gault  
Kami Genz, CMCC  
Gayle Janzen  
Joy Janzen  
Dave Leaf  
Robert Lewis  
Bob Marcum  
Cheryl Meld, Kids Plus  
Jessi Schultz, AFSCME Union Rep  
Jessica Seibert, HRA
- Others Present:** Erin Melz, Public Health Supervisor  
Ann Rivas, Social Service Supervisor  
Sue Tange, Social Service Supervisor  
Eileen Foss, Income Maintenance Supervisor  
Julie Lueck, Clerk to the H&HS Advisory Committee
- Absent:** Jim Carlson  
Darlene Hlidek  
Kristine Layne, Riverwood HealthCare  
Beverly Mensing, Red Cross  
Katie Nelson, Riverwood HealthCare  
Kari Paulsen, NEMOJT  
Commissioner Laurie Westerlund  
Commissioner Anne Marcotte
- Guests:** Roberta Elvecrog  
Joel Hoppe
- I. Approval of Agenda**  
*Motion by Bob Lewis, seconded by Mickey Gault, and carried; the vote was to approve the Agenda with the postponement of item III Family Programs until the December 3 meeting. Also the addition under IX. Miscellaneous A. Community Meal Update (from 9/29/14) and when next one is scheduled in McGregor, and B. Officers for 2015.*
- II. Approval of Minutes of the September 3, 2014 Meeting**  
*Motion by Bob Lewis, seconded by Joy Janzen, and carried; the vote was to approve the September 3, 2014, minutes.*
- III. Family Programs – Income Maintenance – (TANF-MFIP-DWP-WB) – Eileen Foss/Kari Paulsen**  
**- This presentation is postponed until the December 3<sup>rd</sup> meeting.**
- IV. Task Force Reports/Updates:**
- A. Corrections - Cheryl Meld/Kami Genz – No Report.**
  - B. Public Health – Bob Lewis / Bob Marcum / Kristine Layne – No Report.**
  - C. Children’s Social Services/Mental Health – Bev Mensing/Katie Nelson/Darlene Hlidek – No Report.**

**D. Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – Jessica reported that she and Erin Melz met with Ann Rivas today for their first meeting where Ann gave them a brief overview of the Adult Services programs which included waivers, screenings, Chemical Dependency, Adult Mental Health, Developmental Disabilities, and Community Based Services. Ann pointed out that there are two social workers for the CD programs, two for the DD programs, and three for the CBS programs. As their meetings continue, they will focus on specific areas.

Dave Leaf discussed the Review Task Force he is on, which is a committee within the Arrowhead Area Agency on Aging Board (AAAA). This committee falls under the Arrowhead Regional Development Corporation (ARDC) Board which he is also on. The Review Task force looks at the Grant Applications for the Older American Act dollars for Title III A,B,C,D,&E funds, and determines how funds will be dispersed. Thankfully, funding is being dispersed with consideration for the number of elderly people living in a particular geographic region, which is good news for Aitkin County.

**V. Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – Jessica reported that she, Jim and Ann Rivas met with Kathy Ryan noting the preliminary budget has already been presented to the Board. They are working with the department heads for the overall county budget. Nate Burkett has shown support in the areas of IT and technology. When asked about Capitol Improvement Projects, Kathy told them we are working on shingles, carpet, key cards/locking system for the building, possibly some remodeling to move meeting rooms into unlocked areas. Kathy also reviewed the budget figures with the Task Force.

**VI. Goals & Objectives Update/Discussion** – Darlene Hlidek/Cheryl Meld

**A. Review of PH Summit Overview** (Media Plan/Flyer Posting Sites/Food Survey) Erin Melz discussed the media plan that they recently revised noting that staff from various areas of the county assist in getting the posters to the sites and that not every poster gets posted at every site. Erin asked for suggested sites for posting flyers if they weren't on the current list. Jessica Seibert discussed the role of the committee member with respect to collecting information and bringing it back to the county as well as what each person can do personally to get information back to the public. She talked about being a "tangible liaison" on other committees and "defining itself" (this committee) so folks could access the "government" through these liaisons. She also suggested taking a picture of the Advisory Committee and publishing it with their names and who/where they represent so people could contact them if they chose rather than calling H&HS first.

**VII. Discussion Topics/Schedule of Presentations for first six month of 2015 Committee Meetings – Review list of topics and choose presentation topics. – No further discussion at this time.**

**VIII. Comments:**

**A. Comments from the Committee Members for the Commissioners relative to HHS - Nothing**

**B. Feedback from the Board Meetings – September 23 – Nothing at this time.**

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

<i>October 28</i>	Jessica Seibert	Bob Lewis	Jim Carlson
<i>November 25</i>	Cheryl Meld	Bob Marcum	
<i>December 23</i>	Cheryl Meld	Bob Lewis	Darlene Hlidek



**IX. Miscellaneous Discussion**

- A. Community Meal (9/29/14) Update** - It was noted that they had a good group that helped serve 68 people. It went very well.
- B. Officers for 2015** – Dave Leaf noted that he and Cheryl Meld (Vice-Chair) will be completing their last term (3 two year terms) and will be going off the Committee. Mickey Gault also noted that she will not be returning for another term. Dave encouraged folks to think about who would like to hold an office (Chairperson or Vice-Chairperson) as we will hold elections in December.
- C. Upcoming Events:**
- 1. Ann Rivas** noted that Committee Members should watch for a story in the Brainerd Dispatch with respect to Sobriety Court in Aitkin and Crow Wing Counties.
  - 2. Ann Rivas** noted that October is Mental Health Awareness Month and she encouraged the committee members to talk with other groups they belong to and family or friends about Mental Health topics in order to help break down the stigma of Mental Health.
  - 3. Cheryl Meld** noted there will be a Food Drive on October 11<sup>th</sup> at the Community Center in McGregor with lots of events going on in conjunction with the food drive which is spearheaded by the Minnewawa Sportsman's Club. They will also accept housekeeping supplies and paper products. The items received will be distributed through the McGregor Food Shelf and Kids Plus.
- D. Operation Christmas** – Dave Leaf noted that we will probably get an update from Jim Carlson next month as Operation Christmas will be ramping up by then. Roberta Elvecrog noted that the Bremer Bake Sale will be schedule by then too.

**X. Adjourn**

*Motion by Bob Lewis, seconded by Jessi Schultz, and carried; the vote was to adjourn the meeting at 4:36 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 September 3, 2014, Advisory Committee Meeting
- Draft Copy of September 23, 2014, Health & Human Services Board Meeting Minutes
- Copy of the sign-up sheet for serving the Community Meal at First Lutheran Church in Aitkin on Monday, September 29<sup>th</sup>
- Documents pertaining to the Goals & Objectives (including E-mail Cover Memo / Handout from last meeting / Community Food Assessment Survey / List of Flyer Posting Sites 2014 Media Plan / Public Health Summit Overview)