

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
December 23, 2014**

- 9:03 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review November 25, 2014 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. General/Miscellaneous Information**
 - A. Approve appointment of new applicants to the Health & Human Services Advisory Committee as follows:**
 - 1. Marlene Abear – Aitkin – Comm. Dist. #1**
 - 2. Diane Eastman – Nordland Twp. – Comm. Dist.. #2 - AFSCME**
 - 3. Roberta Elvecrog – Spencer Twp. – Comm. Dist. #3**
 - 4. Amanda Voller – Twp. – Comm. Dist. #**
 - B. Approve re-appointment of Health & Human Services Advisory Committee Members as follows:**
 - 1. Kameron Genz – Central MN Community Corrections**
 - 2. Robert Marcum – McGregor – Comm. Dist. #4**
 - 3. Beverly Mensing – McGrath - Comm. Dist. #3**
 - 4. Jessica Seibert – Nordland Twp. – Comm. Dist. #2**
 - 5. Katie Nelson – Shamrock Twp. – Comm. Dist. #4**
 - VI. FYI**
 - A. JIC (Joint Interagency Committee) Chair Appointment – Kathy Ryan
Co-Chair Appointment to CMHS Sub-Committee – Kathy Ryan**
 - B. 2015 H&HS Board Meeting Dates – Julie Lueck**
 - C. Child Protection – Governor’s Task Force – Tom Burke**
 - D. 2015 Legislative Initiatives (MACSSA) – Tom Burke**
 - 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 –Dec. 11, 2014 Meeting Minutes.**
 - IX. Committee Reports from Commissioners**

All committee updates will be discussed during the January H&HS Board meeting
 - X. Break at 9:___ a.m. for _____ minutes Next Meeting – January 27, 2015**

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

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of November, 2014, at 9:07 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 Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.: Nanci Sauerbrei, Aitkin Independent Age; Cheryl Meld and Bob Marcum, H&HS Advisory Committee Members; Roberta Elvecrog, and Bob Harwarth, citizens.

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Niemi, seconded by Commissioner Napstad, and carried; the vote was to approve the revised Agenda which added a contract under VII. D. 8.

III. Review October 28, 2014 Health & Human Service Board Minutes

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

IV. Review Bills

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

V. General/Miscellaneous Information

A. Re-Procurement – Tom Burke discussed the recent regional meeting to determine who (which provider) is going to take care of our MA costs. Different providers are bidding in such as Blue Cross/Blue Shield, Medica, UCare, etc. The county will have an opportunity to weigh in on the responses but the State will decide who it will be from 2016 for the next five years.

VI. Administrative Reports:

A. Financial & Transportation Reports – Kathy Ryan reported that the second half of the levy will be coming by the end of the month. Even though we budgeted to spend \$600,000 from fund balance, it look liked we will spend \$200,000 to 300,000 by year end. Foster care is higher than last year. Due to the gas prices dropping, our per diem for volunteer drivers dropped this week from 20 cents to 15 cents per mile.

VII. Contracts

A. Ambulance Service Contracts for the period January 1, 2015 to December 31, 2015:

- 1. McGregor Ambulance, McGregor**
- 2. Meds-I Ambulance, Grand Rapids**
- 3. Mille Lacs Health System Ambulance, Onamia**
- 4. North Memorial Medical Transportation Services, Robbinsdale**

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Ambulance Service Contracts for the period January 1, 2015 to December 31, 2015:

- 1. McGregor Ambulance, McGregor*
- 2. Meds-I Ambulance, Grand Rapids*
- 3. Mille Lacs Health System Ambulance, Onamia*
- 4. North Memorial Medical Transportation Services, Robbinsdale*

B. Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, for the

purpose of serving as the Public Health Medical Consultant beginning January 1, 2015 through December 31, 2015.

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Letter of Agreement between ACHHS and Dr. Mark Heggem, MD, for the purpose of serving as the Public Health Medical Consultant beginning January 1, 2015 through December 31, 2015.

C. 2015 Family Planning Contract between ACHHS and Riverwood HealthCare Center for the period January 1, 2015 through December 31, 2015.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the 2015 Family Planning Contract between ACHHS and Riverwood HealthCare Center for the period January 1, 2015 through December 31, 2015.

D. Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS and:

- 1. Compass Counseling Partners, Nisswa**
- 2. New Pathways, Inc., Brainerd**
- 3. Northern Psychiatric Associates, Baxter**
- 4. Northland Counseling Center for Detoxification Services, Grand Rapids**
- 5. George Tetreault, MA, LP, Baxter (Mental Health Provider)**
- 6. CORE Professional Services, Brainerd**
- 7. Central MN Mental Health Center, St. Cloud**
- *8. Nystrom & Associates, Baxter**

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS

- 1. Compass Counseling Partners, Nisswa*
- 2. New Pathways, Inc., Brainerd*
- 3. Northern Psychiatric Associates, Baxter*

Motion by Commissioner Niemi, seconded by Commissioner Westerlund, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS

- 4. Northland Counseling Center for Detoxification Services, Grand Rapids*

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the Purchase of Service Agreements for the period January 1, 2015 to December 31, 2015, between ACHHS

- 5. George Tetreault, MA, LP, Baxter (Mental Health Provider)*
- 6. CORE Professional Services, Brainerd*
- 7. Central MN Mental Health Center, St. Cloud*
- *8. Nystrom & Associates, Baxter*

E. WIC Agreement – Malmo between ACHHS and Bethesda Lutheran Church for the period January 1, 2015 to December 31, 2015.

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the WIC Agreement – Malmo between ACHHS and Bethesda Lutheran Church for the period January 1, 2015 to December 31, 2015.

VIII. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte

Meeting updates from Committee Members Cheryl Meld & Bob Marcum
Draft minutes of the November 5, 2014 meeting. Cheryl discussed the presentation information the county staff are sharing with the committee with the most recent being on Out-of-Home Placements and Foster Care by Sue Tange and Kami Genz. She also noted the committee is developing Goals and

Objectives with the hope of determining a measurable goal surrounding the need to gather and distribute information about Health & Human Services. Bob Marcum questioned what the Board of Commissioners expected of the Committee. Commissioner Napstad noted that he would like the members to bring in comments from the public pertaining to what are the needs and what might not be needed. He feels the information from the citizen level to the committee to identify concerns as to what is working and what isn't would be important.

B. **AEOA Committee Updates**- Commissioner Niemi noted there has not been a meeting.

C. **NEMOJT Committee Updates** – Commissioner Napstad noted he has a conflict with the upcoming meeting on December 19th with the NEMOJT meeting at 1 pm. In Virginia and an Enbridge Open House meeting from 10-1:00 regarding an additional Sandpiper pipeline development discussion. He also reported that the Workforce Center will be moving January 1, 2015 into the former Birch Street Market building along with Aitkin County CARE, Access North, Adult Education (GED), and Oakridge Homes.

D. **CJI (Children's Justice Initiative)** – Commissioner Westerlund – Tom Burke noted that at conferences he recently attended the topic of lack of placements for children with Mental Health issues has been discussed extensively.

E. **Lakes & Pines Update** – Commissioner Niemi shared some statistical information with the Board as follows:

1/2012 – 9/2013	Fuel Assistance served	961 Households & Awarded \$799,427
	Crisis situations	240 Households & Awarded \$98,633
	Furnace Replacements	67 Households & Awarded \$63,441
1/2014 – 9/2014	Fuel Assistance served	1,116 Households & Awarded \$844,741
	Crisis situations	572 Households & Awarded \$380,330
	Furnace Repairs/Replaced	64 Households & Awarded \$90,386

All the above were provided within Aitkin County.

Tom Burke discussed H&HS staff are working to create new Mental Health Services in conjunction with Lakes & Pines and the Schools in the county to work with consumers who have children with MH issues or the parents who may have the MH issues. The focus is on 0-5 year olds to provide support to the parents who may have MH Issues by going into their homes. The program is called, "Whole Family School Readiness". The group is counting on various entities (such as Lakes & Pines, Social Services, Public Health, the schools, etc.) to assist with locating and referring the parents in need of this program help. Lakes & Pines will then be delivering the services (program/home visits). More details will be brought to the Board as this program develops.

IX. Break at 10:08 a.m. for 10 minutes

Next Meeting – December 23, 2014

COMPOSITION OF MEMBERSHIP ON ADVISORY COMMITTEE January - 2015

Commissioner District 1:		(Mark Wedel)
Marlene Abear	Recipient of Service	
Kristine Layne	Service Provider	
Commissioner District 2:		(Laurie Westerlund*)
Gayle Janzen	Laymember	
Joy Janzen	Service Provider	
Jessica Seibert	Service Provider	
Amanda Voller	Service Provider	
Commissioner District 3:		(Don Niemi)
Roberta Elvecrog	Recipient of Services	
Robert Marcum	Laymember	
Beverly Mensing	Laymember	
Commissioner District 4:		(Brian Napstad)
Jim Carlson	Laymember/Recipient of Services	
Darlene Hlidek	Recipient of Services	
Robert Lewis	Laymember/Recipient of Services	
Katie Nelson	Service Provider	
Commissioner District 5:		(Ann Marcotte*)

Members that provide representation:

Kami Genz	Corrections
Diane Eastman	Union Representative

* Commissioner Member on this committee

By-Laws identify the need for the following representation:

		Current Numbers:
4	recipients of service	5
2	lay persons (citizens of the county)	3
3	providers of service	5
1	member of corrections advisory board	1
1	union member	<u>1</u>
	Current Total Membership	15

Composed of not less than six nor more than sixteen members appointed by the Board.

December 16, 2014

Please Note:

Advertising for applicants to the Health & Human Services Advisory Committee was done in early November in the five local newspapers: Kanabec Advertiser, Newshopper, Voyageur Press, Independent Age and Mille Lacs Messenger. The News Release specifically asked for applicants from Commissioner Districts 1, 3 and 5. Commissioner Marcotte was notified of the outcome with respect to no applications from her District # 5. She informed me that she would be seeking folks to apply for appointment to the committee in January.

AS 

Aitkin Independent Age
www.aitkinage.com
Wednesday, Nov. 5, 2014 **B5**

County has openings on advisory committee

Aitkin County has openings of the Health and Human Services Advisory Committee. It is open to Aitkin County residents in Commissioner District 1 - city of Aitkin; and the townships of Aitkin and Spencer.

In District 3, it is open to those living in the city of McGrath and the townships of Beaver, Glen, Idun, Kimberly, Lakeside, White Pine, Williams and unorganized townships 47-24 and 45-24.

In District 5, it is open to those living in the cities of Hill City and Palisade, and the townships of Ball Bluff, Balsam, Cornish, Hill Lake, Libby, Logan, MacVile, 51-22, 50-27, 50-26, 50-25, 49-27 and 48-27.

Those interested in serving a two-year term should contact Julie Lueck at the Aitkin County Health and Human Services office at 218-927-7200 for an application, the deadline is Dec. 5.

Members will advise the county board of commissioners on issues and services related to accomplishing the mission and goals of the agency.

Meetings are held at 3:30 p.m. the first Wednesday of each month at the Health and Human Services office, 204 First St. N.W., Aitkin.

The Aitkin County Board of Commissioners will make the selection Dec. 23.

upcake competition

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Marlene S Abear
(First) (MI) (Last)

ADDRESS: 406 6th St NW HOME PHONE: _____

Aitkin, Mn 56431 BUSINESS PHONE: _____

CELL PHONE: 218-839-0331

E-MAIL ADDRESS: dma dma 44 @ gmail. com

EMPLOYER: None OCCUPATION: Retired

EMPLOYER ADDRESS: _____

1. Please state your reason for applying: Just moved to Aitkin Co, saw there was an opening + thought my knowledge might be helpful.

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: Worked at ACHHS for 24 years + 11 mo in the financial and child support areas.

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Marlene Abear Date: 11-13-14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT:

Marlene S. Ahear

STREET ADDRESS OF APPLICANT:

406 6th St NW
Aitkin, Mn 56431

PHONE NUMBERS:

DAYS } 215-839-0731

EVENINGS } _____

AITKIN COUNTY COMMISSIONER DISTRICT 1

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

In my almost 25 years employed at ACHHS I learned about the many programs in the financial department and all about the child support services but also interacted with the other departments so we could give clients the best possible assistance.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Marlene S. Ahear
Signature of Applicant

11-13-14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No

Is this application submitted at the suggestion of appointing authority? Yes _____ No

**Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431**

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Diane K. Eastman
(First) (MI) (Last)

ADDRESS: 31638 - 390th Place HOME PHONE: 927-3662
Aitkin, MN 56431 BUSINESS PHONE: 927-7291
CELL PHONE: 218-839-7981

E-MAIL ADDRESS: dashindi@yahoo.com

EMPLOYER: Aitkin Co. & N. Serv. OCCUPATION: case aide

EMPLOYER ADDRESS: 204 1st St. NW, Aitkin, MN 56431

1. Please state your reason for applying: I think it will be interesting to hear what other community members have to say about our services. I will be the union representative.

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: an employee

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Diane Eastman Date: 11/14/14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT:

Diane Eastman

STREET ADDRESS OF APPLICANT:

31638 - 390th Place
Aitkin, MN 56431

PHONE NUMBERS:

DAYS 218-927-7291
EVENINGS 218-927-3662

AITKIN COUNTY COMMISSIONER DISTRICT

2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I have worked for Aitkin County
Health and Human services for 25 years
and would like the opportunity to hear
other community members discuss the services
that our agency does.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Diane Eastman
Signature of Applicant

11/14/14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Roberta C Elvecrog
(First) (MI) (Last)

ADDRESS: 29097 Dam Lake St HOME PHONE: 218-549-3614
Aitkin MN 56431 BUSINESS PHONE: _____

CELL PHONE: _____

E-MAIL ADDRESS: relvecrog@frontiernet.net

EMPLOYER: _____ OCCUPATION: _____

EMPLOYER ADDRESS: _____

1. Please state your reason for applying: I have previously served on this Committee and have been attending this past year without appointment
2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: I am a guardian for 2 residents of the County; volunteered at the nursing homes and assisted livings; volunteered in helping and assisting elderly in their homes so that they can remain in their homes
3. Are you able to attend meetings during the day? Yes No in their homes
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.
4. Are you able to attend at least 10 meetings each year? Yes No
5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: relvecrog Date: 11/7/14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:

Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Roberta C. Elvecrog

STREET ADDRESS OF APPLICANT:

29097 Dam Lake Street
Aitkin MN 56431

PHONE NUMBERS:

DAYS 218-549-3614

EVENINGS 218-549-3614

AITKIN COUNTY COMMISSIONER DISTRICT 3

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I am guardian for 2 residents of the county - 1 in a group home and 1 trying to maintain her independence. I am helping ^(w/out compensation) several senior citizens maintain their independence and ability to stay at home. I do taxes for the low-income and elderly through the AARP tax program. I am active as a volunteer and sub in the local schools and nursing homes. I have experience dealing with large sums of money. I continue to try to promote better understanding and tolerance of the Health &

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought. *Human services programs and consumers.*

Elvecrog
Signature of Applicant

11-7-14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Amanda M Voller
(First) (MI) (Last)

ADDRESS: 30881 US Hwy HOME PHONE: N/A
169 Aitkin MN BUSINESS PHONE: 218-735-6120
CELL PHONE: 218-330-5636

E-MAIL ADDRESS: mvswanson2003@yahoo.com

EMPLOYER: NE MN Office of Job OCCUPATION: Career Counselor
Training

EMPLOYER ADDRESS: 321 MN Ave N Aitkin, MN 56431

1. Please state your reason for applying: _____

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: _____

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Amanda Voller Date: 12-4-14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:

Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT:

Amanda Voller

STREET ADDRESS OF APPLICANT:

30881 US Hwy 169
Aitkin, MN 56431

PHONE NUMBERS:

DAYS 218-735-6120
EVENINGS 218-330-5636

AITKIN COUNTY COMMISSIONER DISTRICT

2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

See attached

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Signature of Applicant

Amanda Voller

Date

12-4-14

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority?

Yes

No

X

Is this application submitted at the suggestion of appointing authority?

Yes

No

X

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed:

Date of Term Expiration:

Term #:

Dear Julie:

Please accept my application for the Aitkin County Health and Human Services Advisory Board.

As a long standing resident of Aitkin County I have been involved in this community for years and have volunteered with the following:

- Operation Christmas
- Aitkin Public Schools
- Free Fitness classes for the community
- Seminars to the community on Health and Wellness
- Coordinated a Community Health & Wellness fair annually
- Operation Community Connect
- Homeless Coalition
- Salvation Army
- Aitkin Fit City
- Operation Christmas

I'm currently Self-Employed in a Small Business; Synergy Health & Wellness since 2008, which has given me the opportunity to work with many community leaders, clients, and volunteers. This has taught me much about how small businesses work, how to serve my community, and has opened my eyes to how important small business owners are to this community. My passion is to help people and this is one way I feel I give back to my community.

In July, 2014 I was hired by the NE MN Office of Job Training and work with MFIP, DWP, Adult and Student scholarships, and Dislocated Worker's. This job gives me the opportunity to serve my community in a positive way. I primarily work with the youth 14-21 years old. The focus is on finding a work experience for them so they gain experience in that field, and how to be an employee. This gives the opportunity to the small businesses in town to have an employee that they train at no cost to them. Dislocated Worker program is also a program I closely work with. This can serve anyone who is permanently laid off or terminated no fault of their own. We can help them further their training with various options of schooling, or On-The-Job Training opportunities with local businesses.

Currently, I am able to do both jobs and love them both as I am able to serve my community in so many ways. I would be honored to become a servant to this board and feel I will be a team player with the other members.

Should you have any questions, please don't hesitate to call me at 218-735-6120.

Sincerely,


Amanda Voller

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Kameron J Genz
(First) (MI) (Last)

ADDRESS: _____ HOME PHONE: _____

_____ BUSINESS PHONE: 927-7202

CELL PHONE: _____

E-MAIL ADDRESS: kgenz@emnec.org

EMPLOYER: Cmcc OCCUPATION: Probation

EMPLOYER ADDRESS: 204 1st St NW Aitkin

1. Please state your reason for applying: re-appointment

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: _____

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: [Signature] Date: 11-4-11

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Kameron Grenz

STREET ADDRESS OF APPLICANT:

cmcc
204 1st St NW
Aitkin MN 56431

PHONE NUMBERS:

DAYS 218-927-7202
EVENINGS _____

AITKIN COUNTY COMMISSIONER DISTRICT _____

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

The committee has a position open for a representative from the Corrections Department. I have been working as a diversion agent &/or probation Agent in Aitkin Co. since 2000. I am a member of the CMCC Corrections Advisory Board. I was born ^{raised} in Aitkin & have worked in Aitkin County ~~in~~ for the past 18 consecutive years

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Kameron Grenz
Signature of Applicant

11-4-14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Robert J MARCUM
(First) (MI) (Last)

ADDRESS: 36136 KESTREL AVE HOME PHONE: 218-768-2337

BUSINESS PHONE: _____

CELL PHONE: _____

E-MAIL ADDRESS: Rmarcum@frontiernet.net

EMPLOYER: _____ OCCUPATION: Ret.

EMPLOYER ADDRESS: _____

1. Please state your reason for applying: TO continue the good work of this committee.

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: 2 years AHS Advisory, 1 year MN. DHS MEDICAID ADVISORY committee, 4 term SALO TWP SUPERVISOR

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Robert J Marcum Date: NOV. 5, 2014

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:

Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT:

Robert J. Marcum

STREET ADDRESS OF APPLICANT:

36136 KESTREL AVE
MCGREGOR, MN 55760

PHONE NUMBERS:

DAYS 218-768-2337
EVENINGS same

AITKIN COUNTY COMMISSIONER DISTRICT

4

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I HAVE BEEN A MEMBER OF THE AITKIN CO. HHS
ADVISORY COMMITTEE FOR THE PAST 2 YEARS. DURING THAT
TIME I WAS ALSO APPOINTED TO THE STATE OF MN
MEDICAID ADVISORY COMMITTEE, EACH POSITION COMPLEMENTING
THE OTHER. I LOOK FORWARD TO CONTINUED GOOD WORK
FOR MY COUNTY & TOWNSHIP.

I AM A 4 TERM SUPERVISOR IN SALO TWP AND
HAVE SERVED ON COMMUNITY DEVELOPMENT COMMITTEES, BEEN
A PUBLISHED, ALWAYS POLITICALLY ACTIVE.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought

Robert J. Marcum
Signature of Applicant

Nov. 5, 2014
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Beverly M. Mensing
(First) (MI) (Last)

ADDRESS: 13675-160th Ave HOME PHONE: ~~612~~ 320 592 3830

McGrath Mn 56350 BUSINESS PHONE: _____

CELL PHONE: 612 390 6420

E-MAIL ADDRESS: rbmensing@CitLINK.net

EMPLOYER: self OCCUPATION: Bookkeeper/retired

EMPLOYER ADDRESS: _____

1. Please state your reason for applying: I am interested in the services offered in Aitkin Co.
2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: I have been on the Advisory Committee the last 2 years
3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.
4. Are you able to attend at least 10 meetings each year? Yes No
5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Beverly Mensing Date: 11-5-14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:

Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Beverly Mensing

STREET ADDRESS OF APPLICANT:

13675-160th ave

McGrath Mn 56350

PHONE NUMBERS:

320 592 3830

DAYS

612 390 4420

EVENINGS

AITKIN COUNTY COMMISSIONER DISTRICT

3

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I have been on the advisory committee the last 2 years. I feel I am still learning alot about Health & Human Services. I enjoy being on the board & possibly able to ask questions while out in the community & able to direct people in the right area if they so chose to need any services.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Beverly Mensing
Signature of Applicant

11-5-14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes X No _____

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

NAME: Katie Nelson Advisory Committee
(First) Application Form (MI)

ADDRESS: 46360 170th Place HOME PHONE: 218-424-0337
M McGregor MN 55760 BUSINESS PHONE: _____
CELL PHONE: 218-349-7250

E-MAIL ADDRESS: knelson2@riverwoodhealthcare.org

EMPLOYER: RHCC OCCUPATION: Foundation

EMPLOYER ADDRESS: 200 Bunker Hill Dr. Aitkin MN 56431

1. Please state your reason for applying: _____

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: _____
served on The H&H services committee 2014

3. Are you able to attend
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings ea

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Katie Nelson Date: 12/3/14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

- Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: - *Katie Nelson*

STREET ADDRESS OF APPLICANT:

*46360 170th Pl.
McBregor MN 55760*

PHONE NUMBERS: *218 349 7250*

DAYS

EVENINGS

AITKIN COUNTY COMMISSIONER DISTRICT

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

- *I am a Riverwood employee and live in Shamrock Township.*
- *The importance of enhancing our community is an initiative*
- *I am very passionate about.*
-
-
-
-
-

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Signature of Applicant *Katie Nelson*

Date *12/3/14*

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

**Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431**

For Office Use Only

Date Appointed:

Date of Term Expiration:

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES
Advisory Committee
Application Form

NAME: Jessica A. Seibert
(First) (MI) (Last)

ADDRESS: 32991 350th Ave. HOME PHONE: 927-2535
Aitkin, MN 56431 BUSINESS PHONE: 927-2151
CELL PHONE: _____

E-MAIL ADDRESS: jessica@aitkinhra.org

EMPLOYER: Aitkin County HRA OCCUPATION: Housing Programs Coordinator

EMPLOYER ADDRESS: 215 3rd St. SE, Aitkin, MN 56431

1. Please state your reason for applying: to serve as a liaison
between ACH+HS and the community

2. What has been your past involvement with Public Health Services, Social Services,
Financial Services and other civic and community activities: _____
Served on ACH+HS advisory board
Daily interaction w/H+HS staff through work

3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.

4. Are you able to attend at least 10 meetings each year? Yes No

5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Jessie Seibert Date: 11-5-14

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

**MINNESOTA OPEN APPOINTMENT ACT
APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY**

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Jessica A. Seibert

STREET ADDRESS OF APPLICANT:

32991 350th Ave.

Aitkin, MN 56431

PHONE NUMBERS:

DAYS 927-2151

EVENINGS 927-2535

AITKIN COUNTY COMMISSIONER DISTRICT 2

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

Current employer : Aitkin County HRA

Past/Current volunteer activities : Aitkin Co. Homeless Coalition,
Aitkin Community Meal, Miss Aitkin Scholarship Pageant,
ACHHS Advisory Committee.

BA in General Business

MA in Public Administration (May, 2015)

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Jessie Seibert
Signature of Applicant

11-5-14
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes _____ No _____

Is this application submitted at the suggestion of appointing authority? Yes _____ No _____

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

Joint IFS Committee (JIC) and Computer Management for Human Services (CMHS) Committee Appointments:

Kathleen Ryan will be the 2015 President of the JIC Committee. JIC owns and manages the IFS which is the financial software for the county's general ledger system.

Kathleen will also be serving as co-chair on the CMHS which is a user group of IFS. CMHS represents the Human Service side of IFS and also gives direction to Trimin (which is comprised of two companies delivering software and services to the Manufacturing and Government Marketplaces) regarding ACS (Collection System) and SWS (Rep Payee System).

Kathleen's involvement with these two committees will help give Aitkin a voice with regards to IT enhancements in all 3 of these software programs. By meeting with other counties that use the same systems, Kathleen will be able to learn more efficient techniques and learn more about the complicated systems that we use.

2015

**HEALTH & HUMAN SERVICES
BOARD MEETING DATES**

JANUARY	27
FEBRUARY	24
MARCH	24
APRIL	28
MAY	26
JUNE	23
JULY	28
AUGUST	25
SEPTEMBER	22
OCTOBER	27
NOVEMBER	24
DECEMBER	22

Governor's Task Force on the Protection of Children Preliminary Recommendations Adopted

The Governor's Task Force on the Protection of Children met last Friday to adopt its preliminary recommendations to Governor Dayton. The chairs of the subgroups presented recommendations from the Transparency and Screening, Family Assessment/Adequacy of Resources and Training and Supervision of Practice workgroups.

The Task Force considered 29 draft recommendations from the workgroups and adopted the majority of those with some changes. An official document incorporating the preliminary recommendations is not yet available, but will be shared with you when it is public.

At this time, the recommendations are best characterized as a framework and the sub-groups will continue to further develop the majority of them.

Here are some of the key aspects of the preliminary recommendations:

- Unanimous agreement that a repeal of the prohibition against use of past screened out reports be considered immediately when the Legislature convenes-rather than wait until the Task Force completes its work
- Removing reference to Family assessment as the preferred response in statute
- A requirement that county attorneys be consulted prior to case closure if a family refuses services and safety issues are identified, under both the Family Assessment and Family Investigation tracks
- Enhanced cooperation with law enforcement and county attorneys
- Enhanced training for child protection supervisors
- Extension of data retention in SSIS
- Amending statute to allow screeners to seek collateral information
- Broadening the definition of "substantial child endangerment"

Lastly, the recommendations include a discussion on the need to examine the amount of resources that are necessary to implement changes. The Task Force will be exploring that issue when it reconvenes in January.

Again, the full preliminary recommendations will be shared with you once an official document is available.

Please let me know if you have questions at this time.

Eric M. Ratzmann

Director

MN Association of County Social Service Administrators

2015 Legislative Initiatives

Minnesota counties recognize the budgetary challenges that face Minnesota's Legislature in this biennium and beyond. In our efforts to partner with policy makers and contribute solutions that move the state toward a more sustainable human services system, MACSSA recommends:

Simplifying Human Services Programs

Administrative simplification has the potential to dramatically improve efficiency and effectiveness. It is a critical component to creating a more sustainable human services system.

MACSSA recommends:

- ▶ Supporting the recommendations of the DHS Program Uniformity and Simplification work group to simplify income and reporting requirements for economic assistance program recipients. Simplification, uniformity and alignment of eligibility processes for income maintenance programs will enable counties to provide better service to clients, improve administrative operations and allow for more cost effective modernization of human services technology systems.
- ▶ County Representation on the MNsure Board of Directors. Public health care consumers and counties assisting them have experienced numerous challenges in securing Medical Assistance through MNsure. Given the fact that counties are providing eligibility and enrollment operational support for the large majority of MNsure enrollees, it is important that counties have a formal role in MNsure governance to ensure all aspects of MNsure operations are considered when setting priorities and making decisions.
- ▶ Aligning state law with the federal requirements for expedited issuance of Supplemental Nutrition Assistance Program (SNAP) benefits. Currently, state law has timelines that are different from the federal requirements for issuance of benefits
- ▶ Supporting data exchange across medical, welfare, public health, corrections, law enforcement and education systems to improve coordination of care and integrated care delivery systems. Current law creates unnecessary barriers for sharing of information between agencies within the same county which inhibits effective coordination of care.
- ▶ Clarifying the statutory definition of "threatened sexual abuse," for purposes of assessing child safety and initiating court action. Current law applies to parents who are known to have no contact with the child, mandates a rigorous response that may not be warranted, and requires filing a petition to terminate parental rights. The rigorous response should be directed to parents or household members who have direct contact with or unsupervised access to the child.
- ▶ Support the DHS recommendations to increase opportunities to automate child support activities. Through eliminating required withholding percentages, automating recreational license suspensions and discontinuing interest charging on arrears child support processes can be automated and more efficient.
- ▶ Support the DHS recommendations to utilize administrative processes in child support where a court order may not be required. Utilizing an administrative process for subsequent income withholding and removal of unused medical support will simplify and expedite the processes.

Investments in Technology

A technology infrastructure which assures efficient administration of publicly-funded human services must be developed.

MACSSA recommends:

- ▶ **Supporting the Department of Human Services efforts to modernize human services technology systems.** Updating the state's aging human services technology infrastructure is essential to effective administration of programs and achieving client outcomes.

Aligning Funding with Outcomes for Vulnerable Populations

Achieving expected outcomes has become increasingly difficult due to an unsustainable rate of growth in health care and long term care spending combined with decreasing State revenues. Investments must be strategically re-focused in programs that cost-effectively achieve desired outcomes.

MACSSA recommends:

- ▶ **Investing in Child Welfare Services.** Over the past decade there has been a reduction of \$36 million in state grants to counties that support child welfare work. It is critical for the state to reinvest to ensure that the state and counties are adequately resourced to protect vulnerable children.
- ▶ **Resourcing statewide expansion of the text message/new media suicide prevention service** to allow for statewide use and more effective outreach and connection to youth at risk for suicide. Suicide rates in Minnesota continue to be unacceptably high among all age groups and the traditional use of "hotlines" has not addressed the evolving methods that many people, especially younger Minnesotans, use to reach out for help.
- ▶ **Funding transportation services that assure educational stability for children in foster care.** It is often in the best interests of a child to remain in their home school district while in foster care. Currently, counties and school districts have limited options for funding transportation services to keep children in their home district.
- ▶ **Increasing access and funding for the Basic Sliding Fee (BSF) childcare assistance program.** Access to childcare is critical for families to maintain self-sufficiency. Funding levels have not been sufficient in this program, jeopardizing the states' ability to move more families to economic stability.
- ▶ **Align child support calculation formulas to economic realities to enhance parental support for children.** Realistic and collectable child support orders can be achieved by imputing potential income at 100% of the Federal Poverty Guideline and at 30 hours per week.



Minnesota Association of County
Social Service Administrators

For more information please contact:

Eric Ratzmann, MACSSA Director
ratzmann@mncounties.org
651-789-4340

2015 Legislative Priorities

For the 2015 Minnesota Legislative Session, MACSSA has designated the following items as top priorities for the Association:

Administrative Simplification of Economic Assistance Programs

- ▶ Simplification, uniformity and alignment of eligibility processes for income maintenance programs will enable counties to provide better service to clients, improve administrative operations and allow for more cost effective modernization of human services technology systems.
- ▶ The Minnesota Legislature took a large step forward in 2014 by passing legislation that simplifies and aligns eligibility processes for the Minnesota Family Investment Program (MFIP), General Assistance (GA), Minnesota Supplemental Aid (MSA) and Group Residential Housing (GRH) programs.
- ▶ MACSSA supports passage in 2015 of the recommendations of the DHS Program Uniformity and Simplification work group to simplify income and reporting requirements for economic assistance program recipients.

Invest in the Child Protection System

- ▶ The heightened public interest in Minnesota's child protection system provides an opportunity for the state to build an enhanced model for protecting children.
- ▶ In addition to looking at policy and practice, building a strengthened system will require resources. Over the past decade there has been a reduction of \$36 million in state grants to counties that support child welfare work. It is critical for Minnesota to reinvest to ensure that the state and counties are adequately resourced to protect vulnerable children.
- ▶ MACSSA looks forward to working with the Legislature, Administration and stakeholders to examine how resources, policy, and practice can be strengthened to ensure Minnesota is best positioned to protect vulnerable children.

Enhance Capacity for the Mental Health System

- ▶ The Governor and stakeholders have declared 2015 the "Year of Mental Health," in recognition of the need to address significant gaps in the state's mental health infrastructure.
- ▶ A shortage of adequate and affordable community housing, crisis beds and psychiatrists are just some of the many factors placing stress on the service delivery system at the local level.
- ▶ As Minnesota moves towards a health care model, the role of counties as the local mental health authority and the significant county funding supporting the current system are issues that will need to be resolved.
- ▶ MACSSA looks forward to working with the Legislature, Administration, and stakeholders to address critical gaps in the state's mental health infrastructure.

For more information please contact:

Eric Ratzmann, MACSSA Director
ratzmann@mncounties.org
651-789-4340



Minnesota Association of County
Social Service Administrators

December 2014

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
Income:							
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
Total:	99,847.71	146,313.81	408,269.85	282,539.18	174,625.88	1,578,846.33	414,831.37
Expenditures:							
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
Total:	548,529.11	409,487.74	428,831.94	513,542.22	553,358.65	490,933.59	501,018.94
Final Totals:	(448,681.40)	(263,173.93)	(20,562.09)	(231,003.04)	(378,732.77)	1,087,912.74	(86,187.57)

Cash Balance as of 12/2013
5,295,265.67

Cash Balance as of 12/2014
4,634,497.17

	Actual Aug-14	Actual Sep-14	Actual Oct-14	Actual Nov-14	Actual Dec-14
Income:					
Tax Levy		-		725,648.93	
CPA and In Lieu	75,376.30	901.09		51,822.81	
State Revenue	37,647.76	119,245.20	4,604.00	39,976.24	
Federal Revenue	299,838.99	183,193.50	100,074.24	115,635.79	
Revenue From Third Party	17,549.85	17,537.53	18,272.39	23,199.14	
Misc. Revenue	11,335.78	7,969.35	28,376.13	11,248.47	1,054.37
Total:	441,748.68	328,846.67	151,326.76	967,531.38	1,054.37
Expenditures:					
Payments to Recipients	94,302.52	221,870.23	152,083.75	107,922.55	135,037.57
Salaries and Fringes	280,096.56	288,561.95	411,110.47	285,101.67	121,597.11
Services and Charges	40,077.36	19,702.90	41,190.38	19,747.33	23,554.61
Travel and Insurance	4,703.71	4,098.74	6,546.84	3,116.77	3,227.16
Office Supplies	2,643.15	6,298.60	9,925.80	6,800.02	1,663.71
Capital Outlay	1,366.94	1,630.82	-	-	-
Misc Expense & Pass Thru	18,161.98	4,486.22	31,244.68	12,000.50	2,800.00
Total:	441,352.22	546,649.46	652,101.92	434,688.84	287,880.16
Final Totals:	396.46	(217,802.79)	(500,775.16)	532,842.54	(286,825.79)

	YTD 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008	ACTUAL 2007	ACTUAL 2006
Income:									
Tax Levy	1,804,556.10	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	1,817,723.90
CPA and In Lieu	131,499.38	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53	389,866.09	312,877.69
State Revenue	749,735.28	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64	790,366.43	905,921.06
Federal Revenue	1,863,759.25	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	1,993,226.16
Revenue From Third Party	185,398.81	216,749.43	204,217.36	163,265.77	126,077.60	-	-	-	-
Misc. Revenue	260,833.17	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74	568,060.27	484,763.05
Total:	4,995,781.99	6,184,048.92	6,117,765.60	6,049,342.18	6,073,507.57	6,136,847.65	6,289,542.62	6,065,049.82	5,514,511.86
Expenditures:									
Payments to Recipients	1,610,519.49	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	1,858,630.93
Salaries and Fringes	3,499,729.37	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	2,911,440.42
Services and Charges	323,689.92	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72	271,589.87	281,345.91
Travel and Insurance	92,442.80	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88	91,625.96	96,293.29
Office Supplies	70,719.50	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17	63,677.05	65,267.30
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	40,048.96
Misc Expense & Pass Thru	180,007.35	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22	148,157.71	145,866.15
Total:	5,808,374.79	5,654,467.96	5,929,317.85	5,881,836.60	6,074,624.26	6,161,619.70	5,731,516.20	5,518,123.36	5,398,892.96
Final Totals:	(812,592.80)	529,580.96	188,447.75	167,505.58	(1,116.69)	(24,772.05)	558,026.42	546,926.46	115,618.90

AITKIN COUNTY FOSTER CARE

1998	\$470,228.76	61	2001	\$840,674.02	116	2004	\$1,054,034.05	76
1999	\$619,842.48	68	2002	\$927,493.49	94	2005	\$911,374.91	69
2000	\$663,637.48	85	2003	\$1,210,524.55	81	2006	\$847,823.25	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	\$65,747.77
DEC	\$51,560.49	\$80,602.70	\$81,512.33	\$75,599.03	\$58,313.77	\$43,359.27	\$44,200.11	\$49,814.80
TOTAL CHILDREN	\$818,453.02	\$834,511.73	\$950,273.21	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$628,754.70
	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)	\$37,760.43
	Decrease	Increase	Increase	Increase	Decrease	Decrease	Decrease	Increase
	from 2006	from 2007	from 2008	from 2009	from 2010	from 2011	from 2012	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

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

2014 Foster Care Breakdown Year to Date

Child Shelter	\$1,968.00
Treatment Foster	\$35,417.88
Child Foster Care	\$ 185,255.82
Rule 8 FC	\$987.57
Corrections	\$ 360,963.39
Extended FC	\$100.00
Rule 5	\$119,466.26
Respite	\$918.50
Child Care	\$591.50
Health Services	\$2,606.51
Transportation	<u>\$9,790.44</u>
Total	\$718,065.87

2011 Foster Care Reimbursement

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

2012 Foster Care Reimbursement

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

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 2011 expenses.

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.

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	\$1,968.00	\$0.00	\$1,968.00	\$0.00
Treatment Foster	\$35,417.88	\$35,417.88	\$0.00	\$0.00
Child Foster Care	\$185,255.82	\$158,688.03	\$1,998.00	\$24,569.79
Rule 8 FC	\$987.57	\$99.57	\$0.00	\$888.00
Corrections	\$360,963.39	\$0.00	\$292,192.98	\$68,770.41
Extended Foster Care	\$100.00	\$100.00	\$0.00	\$0.00
Rule 5	\$119,466.26	\$119,466.26	\$0.00	\$0.00
Respite	\$918.50	\$918.50	\$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	\$9,790.44	\$9,790.44	\$0.00	\$0.00

Total \$718,065.87 \$327,678.69 \$296,158.98 \$94,228.20

Total \$718,065.87

AITKIN COUNTY VOLUNTEER DRIVER TRANSPORTATION

MONTH	MEDICAL TRANSPORTS COMPLETED	OTHER TRANSPORTS COMPLETED*	TRANSPORTS CANCELED OR NO SHOWS	TOTAL TRANSPORTS ARRANGED	COUNTY EXPENSE FOR MEDICAL TRANSPORTS
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	75	1	13	89	\$373.80
NOV	61	0	9	70	\$211.44
DEC					\$394.82

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

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Summary Minutes

Meeting Date: December 11, 2014

Meeting Site: Itasca Resource Center, Grand Rapids, MN

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

Review and Approval of the Agenda: Tom Burke, Aitkin County Health and Human Services Director requested the addition of a discussion regarding Fond du Lac if time permitted. With that addition, Leo Trunt made a motion to approve the agenda; seconded by Phyllis Karsnia; motion carried.

Minutes of October Meeting: Nancy Lee, Koochiching County Health and Human Services Public Health Supervisor noted that Page 5 of the October minutes, under the Itasca County report should be corrected to read *MN Choices*, rather than MNSure. With that correction, Betsy Johnson made a motion to approve the minutes; seconded by Phyllis Karsnia; motion carried.

Financial Information:

- Karen Benson, Grants Manager reviewed the financial reports for various grants. Overall grants expenditures were on target for the year. The Administration report reflects expenditures through November, 2014 and it is anticipated we will have a carryover of \$35,700. She also noted that the 2013-14 SHIP Grant had been underexpended and we have received permission to carry the unexpended funds forward in the new grant cycle. Upon a motion from Leo Trunt, seconded by Phyllis Karsnia, the Financial Report was approved. Eric Villeneuve Itasca County Health and Human Services Director requested that the Approval of the Preliminary Budget be moved to the CHB Administration Subcommittee Report.

Administrative Information:

- **Triad Update** - PH supervisors /manager and H&HS directors has been meeting frequently, as the Triad Group, often by conference call. This group has now broken out into a Subcommittee to propose a CHS administrative structure and to determine a transition plan to this structure which was requested of the subcommittee at the October Board meeting. This will be addressed later in the agenda in the subcommittee report.

- **Administrative Information (Continued):**

- **Electronic Medical Records (CHAMPS)** – The group is currently assessing some new features being offered but none of the counties are ready to move forward with this. Kelly Chandler Itasca County Health and Human Services Public Health Division Manager said there are some costs associated with the new features which will need to be considered.
- **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. Erin Melz, Aitkin County Health and Human Services Public Health Supervisor said the Board received a copy of the Quality Improvement Plan with the packet for today's meeting. Kelly Chandler, Itasca County Health and Human Services Public Health Supervisor said the Strategic Plan and Community Health Improvement Plan are being completed and put into final form for submission by March, 2015. The Community Health Improvement Plan and Strategic Plan will come before the Community Health Board for approval at the February 12, 2015 Community Health Board Meeting. Nancy Lee, Koochiching County Health and Human Services Public Health Supervisor, noted that this plan is specific for the Community Health Board, and not the individual counties. Ultimately the CHB group will need to have a QI process in which Board members will have an active part. Erin Melz added that all 3 of the plans will be authored and delivered at the CHB level. Upon a motion from Laurie Westerlund, seconded by Shara Pehl, the Quality Improvement Plan was approved. Board Chair, Brian McBride commended the 3 county Public Health Supervisors/Division Manager on their hard work on these Plans.

Local Public Health Report:

Nancy Lee, Koochiching County Public Health Supervisor, attended the past meeting of the Local Public Health Association. Items addressed at the meeting included:

- **Passing the Gavel** – The new Chair of LPHA is Pete Giesen from Olmstead County. Chair Elect is Karen Moritz of Brown County; Treasurer is Bonnie Paulsen from the City of Bloomington; and Sue Yost of Freeborn County is Secretary.
- **Dues Increase** – There will be a dues increase of 3% for members for 2015.
- **LPHA Director** – Britta Orr, LPHA Director has resigned and taken a new job and LPHA is currently recruiting a director.
- **TANF Funding** – LPHA will be reviewing TANF Funding to determine where to retain the funds, either in the TANF Fund or General Fund.
- **2015 Legislative Platform** – LPHA is developing its platform for the 2015 legislative session.
- **Record Retention** – a plan is being developed to address record retention and advise members on retention schedules.

State CHS Advisory Committee (SCHSAC) Report:

Betsy Johnson, Itasca County Board Representative is the Tri-County CHS State CHS Advisory Committee Representative. She presented the report of the past meeting including:

- **MDH Budget and Policy** – 2015 budget and policy requests have been developed and have gone to the MN Office of Management and Budget. These requests seem to align to fund the Legislative Priorities which have been developed. It is encouraging that the recent state budget forecast has a surplus.
- **Medical Cannabis** – there is a great deal of attention being paid to the development of systems to implement last years legislation allowing use of cannabis for medical purposes. The focus is now on assessing the benefit of cannabis as a drug.
- **E Cigarettes** – usage of e cigarettes has increased particularly among the youth population. There was much discussion at the Community Health Board meeting related to this issue because counties are being asked to look at this issue and discuss whether local ordinances should be changed regarding e cigarettes. Upon a motion from Phyllis Karsnia, seconded by Laurie Westerlund, the SCHSAC Report was approved.

Public Health Reports:

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

Personnel Committee:

The Community Health Board members met prior to today's meeting to conduct the performance evaluation of the Grants Manager. Upon a motion by Leo Trunt; seconded by Phyllis Karsnia, the committee recommended a positive performance review and a 2% salary increase retroactive to January 1, 2014; and an additional 2% increase commencing January 1, 2015. It was requested that Kelly Chandler, CHS Administrator, draft a letter to Terry Herrick, Itasca County Payroll/Benefits noting this action for salary change; motion carried.

Upon a motion by Betsy Johnson; seconded by Shara Pehl; it was requested that Personnel records related to Community Health Board employees, be gathered and retained in a central secure site; motion carried.

CHB Administration Subcommittee Report:

Eric Villeneuve, Itasca County Health and Human Services Director presented the Subcommittee report. The Community Health Board Administrator, PH Supervisors /Division Manager, H&HS Directors, MDH NE District Consultant Janelle Schroeder, and Community Health Board Member Laurie Westerlund have been meeting as the CHB Administration Subcommittee. Eric said the group had met and had frequent discussions to develop a job description for a Community Health Administrator and develop a budget proposal for 2015 to support hiring this position. In their discussions, they identified that it would be best to hire an employee rather than a contract position because there is lack of oversight with a contract position. He said the budget supports a separation account for the current employee and advertising, recruiting and hiring a Community Health Administrator by June, 2015. The Board and H&HS staff discussed this proposal.

CHB Administration Subcommittee Report (Continued):

Upon a motion from Leo Trunt, seconded by Laurie Westerlund, the 2015 Preliminary Budget was approved. Following further discussion, Board was asked to review and provide input on the Community Health Board Job Description to Kelly Chandler by January 15, 2015. Upon a motion from Betsy Johnson, seconded by Phyllis Karsnia, it was requested that the Subcommittee provide comparable salary structures for Community Health Board Administrators, for other like sized Community Health Boards, at the February 12, 2015 Board Meeting; motion carried

Next Meeting & Calendar for 2015 Meetings:

The next meeting of the Community Health Board will be February 12, 2015 in Grand Rapids. Upon a motion from Leo Trunt, seconded by Betsy Johnson, The Board set the following dates for its meetings in 2015: February 12, 2015, April 9, 2015, June 11, 2015, August 13, 2015, October 8, 2015, December 10, 2015; motion carried.

Other:

The discussion regarding Fond Du Lac was deferred to the February Meeting.

Adjournment:

Upon a motion from Leo Trunt, seconded by Laurie Westerlund, the Board meeting was adjourned at 12:20 p.m..

Following the meeting, the CHB Administration Subcommittee met and agreed to have Betsy Johnson serve as the Board Representative in place of Laurie Westerlund.