

**AITKIN COUNTY HEALTH & HUMAN SERVICE
ADVISORY COMMITTEE MEETING MINUTES
Wednesday, January 7, 2015**

Committee Members Present: Marlene Abear
Jim Carlson
Diane Eastman, AFSCME Union Rep.
Roberta Elvecrog
Darlene Hlidek
Gayle Janzen
Joy Janzen
Kristine Layne, Riverwood HealthCare
Bob Marcum
Bev Mensing, Red Cross
Jessica Seibert, HRA
Amanda Voller, Workforce Center

Others Present: Tom Burke, Director
Erin Melz, Public Health Supervisor
Ann Rivas, Social Service Supervisor
Julie Lueck, Clerk to the H&HS Advisory Committee

Guests: Joel Hoppe

Absent: Katie Nelson, Riverwood Foundation
Kami Genz, CMCC
Robert Lewis
Commissioner Anne Marcotte
Commissioner Laurie Westerlund

I. Approval of Agenda

Motion by Gayle Janzen, seconded by Darlene Hlidek, and carried; the vote was to Approve the Agenda with the removal of Darlene Hlidek & Jessica Seibert's names following the heading under VII. Goals & Objectives Update/Discussion.

II. Approval of Minutes of the December 3, 2014 Meeting

Motion by Joy Janzen, seconded by Roberta Elvecrog, and carried; the vote was to approve the December 3, 2014, minutes.

III. Emergency Preparedness - Stacey Durgin, Public Health Educator gave a PowerPoint Presentation. See attached printout of the Emergency Preparedness PowerPoint.

IV. Election of Officers: Chairperson / Vice-Chairperson – Motion by Jessica Seibert, seconded by Diane Eastman, and carried; the vote was to approve the appointment of Joy Janzen as Chair and Roberta Elvecrog as Vice-Chair of the Health & Human Services Advisory Committee for 2015.

V. Task Force Reports/Updates: (Add Members to these Groups)

A. Corrections - Kami Genz/Berta Elvecrog – It was noted that Roberta Elvecrog has joined the Corrections Task Force. (Advisory members interested in participating in the CJI [Children's Justice Initiative] should contact Tom Burke at 218-927-7225.)

- B. **Public Health** – Bob Lewis / Bob Marcum / Kristine Layne – Have not met. No Report.
- C. **Children’s Social Services/Mental Health** – Bev Mensing/Katie Nelson/Darlene Hlidek
Have not met. No Report.
- D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – Have not met. No Report.

Ann Rivas discussed the upcoming "Wellness in the Woods" Mental Health Training to be held on January 29th at the Aitkin Public Library with two sessions (morning and afternoon) and Advisory members interested in attending should contact Ann or Julie.

- VI. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – Have not met. No Report.
- VII. **Goals & Objectives Update/Discussion** – Jessica Seibert/Darlene Hlidek – It was decided that discussion relative to the Statute governing the Advisory Committee along with the position description would be reviewed at the February meeting to give members guidance on the purpose of this committee.
- VIII. **Discussion Topics/Schedule of Presentations for first six month of 2015 Committee Meetings – Review list of topics and choose presentation topics.** Topics were discussed and presentations were slotted to fill the months through August as follows:
 - February** – Review Statute & Purpose of HHS Advisory Committee – Tom Burke
 - March** – Budget Presentation – Kathy Ryan
 - April** – Governor’s Task Force on the Protection of Children – Tom Burke / Sue Tange
 - May** – Early Childhood Screening – Erin Melz/Jan West
 - June** – Technology – Tom Burke
 - July** – No Meeting
 - August** – Changes to MNCARE – Tom Burke

IX. **Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS** – No Commissioners present – no further discussion.
- B. **Feedback from the Board Meetings – December 23 – Darlene Hlidek** – Didn’t attend as Board meeting was very short and only a few motions were made on the HHS agenda.

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

JANUARY 27	Joy Janzen	Roberta Elvecrog	FEBRUARY 24	Jessica Seibert	Jim Carlson
MARCH 24	Bob Marcum	_____	APRIL 28	Darlene Hlidek	Marlene Abear
MAY 26	Gayle Janzen	_____	JUNE 23	_____	_____
JULY 28	_____	_____	AUGUST 25	Bob Marcum	_____
SEPTEMBER 22	Jessica Seibert	_____	OCTOBER 27	_____	_____
NOVEMBER 24	_____	_____	DECEMBER 22	_____	_____

X. **Miscellaneous Discussion**

- A. **Operation Christmas Update** – Jim Carlson discussed the Operation Christmas Program noting that it was held at the Moose Club this year on December 16-17-18, 2014 and served approximately 200 families with 500 children. Each family has a half hour to shop and can shop for up to \$40 worth of gifts per child. Jim will have a written summary of their distribution numbers for our meeting next month.

XI. Adjourn

Motion by Roberta Elvecrog, seconded by Diane Eastman, and carried; the vote was to adjourn the meeting at 4:45 p.m.

Joy Janzen, Chairperson

Julie Lueck, Clerk to
Aitkin County Health & Human Services Advisory Committee

The following documents were included in the packet of information sent to members for review prior to the meeting or distributed at the meeting:

- Draft copy of the Minutes of the December 3, 2014, Advisory Committee Meeting
- Draft Copy of December 23, 2014, Health & Human Services Board Meeting Minutes
- Schedule of 2015 Health & Human Services Advisory Committee Meetings
- List of current members on Task Forces and availability for additional members on each
- Topics for Discussions/Presentation (Past year – 2014 – and suggested topics for 2015)
- PowerPoint Presentation on Emergency Preparedness
- Brochure & Registration Form for Minnesota Responds