

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING AGENDA  
January 27, 2015**

- 9:05 A.M.**
- I. Attendance**
  - II. Approval of Health & Human Services Board Agenda**
  - III. Review December 23, 2014 Health & Human Service Board Minutes**
  - IV. Review Bills**
  - V. General/Miscellaneous Information**
    - A. Governor’s Task Force on the Protection of Children – Tom Burke**
    - B. QPR Training (Question, Persuade, Refer) at Aitkin High School – Ann Rivas, Social Services Supervisor – Adult Services**
    - C. Healthy Counties – Tom Burke**
  - VI. Administrative Reports:**
    - A. Financial & Transportation Reports**
  - VII. Committee Reports from Commissioners**
    - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Joy Janzen & Roberta Elvecrog Draft minutes of the January 7, 2015 meeting.**
    - B. AEOA Committee Update – Commissioner Niemi**
    - C. NEMOJT Committee Update – Commissioner Napstad**
    - D. CJI (Children’s Justice Initiative) – Commissioner Westerlund**
    - E. Lakes & Pines Update – Commissioner Niemi**
  - VIII. Break at 9:\_\_\_ a.m. for \_\_\_\_\_ minutes      Next Meeting – February 24, 2015**

**The Statistical Reports for 2014  
for Income Maintenance, Social Services and Public Health are included in this packet.**

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

**I. Attendance**

The Aitkin County Board of Commissioners met this 23rd day of December, 2014, at 9:05 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; and guests; Brenda Butterfield, AFSCME Rep.: Adam Hoogenakker, Aitkin Independent Age; Roberta Elvecrog, and Bob Harwarth, citizens.

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

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

**III. Review November 25, 2014 Health & Human Service Board Minutes**

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

**IV. Review Bills**

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

**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 – Glen Twp. – Comm. Dist. #3**
- 4. Amanda Voller – Farm Island Twp. – Comm. Dist. #2**

*Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the 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 – Glen Twp. – Comm. Dist. #3*
- 4. Amanda Voller – Farm Island Twp. – Comm. Dist. #2*

**B. Approve re-appointment of Health & Human Services Advisory Committee Members as follows:**

- 1. Kameron Genz – Central MN Community Corrections**
- 2. Robert Marcum – Lawler – Comm. Dist. #3**
- 3. Beverly Mensing – McGrath - Comm. Dist. #3**
- 4. Jessica Seibert – Nordland Twp. – Comm. Dist. #2**
- 5. Katie Nelson – Shamrock Twp. – Comm. Dist. #4**

*Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the re-appointment of Health & Human Services Advisory Committee Members as follows:*

- 1. Kameron Genz – Central MN Community Corrections*
- 2. Robert Marcum – Lawler – Comm. Dist. #3*
- 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 – No formal action taken.
- 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 9:40 a.m. for Representative Elect Dale Lueck to speak to the Board and Audience.**

Health & Human Services Board Meeting resumed at 10:17 a.m.

Break at 10:24 a.m. for 15 minutes.

Next Meeting – January 27, 2015

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 Health & Human Services

# Aitkin County



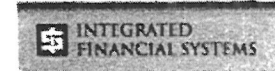
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>
22 6094 AADA 05-430-710-3640-6020		337.50	Supervised visits AADA/Family 12/10/2014 12/31/2014 1 Transactions	Family Assessment Response Services
3 13406 ACCESS NORTH CTR - IND LIVING NE MN 05-430-760-3410-6075		32.31	Folding reacher - Env. Accessi 01/01/2015 01/31/2015 1 Transactions	Environment Access,Adapt,Special Supply
15 88284 AITKIN CO RECORDER 05-430-750-3950-6020		13.00	Death Certificate - Public gua 01/21/2015 01/21/2015 1 Transactions	Public Guardianship Dd
49 86222 AITKIN INDEPENDENT AGE 05-430-720-3020-6069		66.00	Child Care Advertising - Commu 12/17/2014 12/20/2014 1 Transactions	Community Ed & Prevent/Advertising
47 360 ARROWHEAD ECON OPP AGENCY 05-430-720-3370-6038		14,923.50	MFIP Empl Service- Qtrly Paymen 01/01/2015 03/31/2015	Mfip- Employment Services
48 360 ARROWHEAD ECON OPP AGENCY 05-430-720-3370-6038		2,834.75	DWP Empl Service- Qtrly Pmt 01/01/2015 03/31/2015 2 Transactions	Mfip- Employment Services
17 8125 BACKSTROM/MARILYN 05-430-750-3950-6020		52.50	Public guardianship 12/01/2014 12/31/2014	Public Guardianship Dd
24 8125 BACKSTROM/MARILYN 05-430-750-3950-6020		70.00	Public guardianship 12/01/2014 12/31/2014 2 Transactions	Public Guardianship Dd
23 9791 BIEGANEK/JOAN M 05-430-760-3950-6020		105.00	Guardianship/Conservator Activ 12/01/2014 12/31/2014	Guardianship/Conservatorship

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9791 BIEGANEK/JOAN M		105.00	1 Transactions	
34 11062 BLAND/KENNETH D 05- 430- 710- 3820- 6040		306.00	Relative Custody Assistance 01/01/2015 01/31/2015	Relative Custody Assistance
11062 BLAND/KENNETH D		306.00	1 Transactions	
33 9020 CENTRAL LAKES DRUG TESTING 05- 430- 710- 3190- 6020		98.00	Drug testing - Court-related s 01/08/2015 01/08/2015	Court Related Services & Activities
9020 CENTRAL LAKES DRUG TESTING		98.00	1 Transactions	
46 87882 Central MN Mental Health Ctr 05- 430- 730- 3710- 6080		840.00	Detoxification (Category I) 12/22/2014 12/24/2014	Detoxification - Other
87882 Central MN Mental Health Ctr		840.00	1 Transactions	
36 12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 01/01/2015 01/31/2015	Relative Custody Assistance
12191 COOPER/SHIRLIE		87.00	1 Transactions	
44 11051 Department of Human Services 05- 430- 720- 3110- 6069		361.38	BSFE County Match 12/01/2014 12/31/2014	Bsf Child Care
45 05- 430- 720- 3110- 6069		361.42	BSFE County Match 11/01/2014 11/30/2014	Bsf Child Care
11051 Department of Human Services		722.80	2 Transactions	
10 91345 Elvecrog/Roberta C 05- 430- 750- 3950- 6020		35.00	Public guardianship 12/01/2014 12/31/2014	Public Guardianship Dd
11 05- 430- 750- 3950- 6020		105.00	Public guardianship 12/01/2014 12/31/2014	Public Guardianship Dd
91345 Elvecrog/Roberta C		140.00	2 Transactions	
90091 Larson Sr/Rodney Dale				

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28 05-430-745-3430-6050		168.00	February rent - Housing Subsi 02/01/2015 02/28/2015	Housing Subsidy
90091 Larson Sr/Rodney Dale		168.00	1 Transactions	
2 11072 Lutheran Social Service Of Mn- St Paul 05-430-750-3950-6020		11.03	Public guardianship 12/15/2014 12/15/2014	Public Guardianship Dd
11072 Lutheran Social Service Of Mn- St Paul		11.03	1 Transactions	
20 86058 Martin/Patricia 05-430-760-3950-6020		105.00	Guardianship/conservatorship 12/01/2014 12/31/2014	Guardianship/Conservatorship
21 05-430-760-3950-6020		105.00	Guardianship/conservatorship 11/01/2014 11/30/2014	Guardianship/Conservatorship
86058 Martin/Patricia		210.00	2 Transactions	
14 91221 McCormick/John 05-430-710-3820-6040		335.00	Relative custody assistance 01/01/2015 01/31/2015	Relative Custody Assistance
91221 McCormick/John		335.00	1 Transactions	
42 89163 NEMOJT 05-430-720-3370-6038		14,923.50	MFIP Empl Service- Qtrly Paymen 01/01/2015 03/31/2015	Mfip- Employment Services
43 05-430-720-3370-6038		2,834.75	DWP Empl Service- Qtrly Pmt 01/01/2015 03/31/2015	Mfip- Employment Services
89163 NEMOJT		17,758.25	2 Transactions	
5 10977 NORTHERN PSYCHIATRIC ASSOCIATES 05-430-740-3050-6020		450.00	Child Outpatient Diagnostic As 12/12/2014 12/12/2014	Child Outpat Assess/Psyc. Testing
39 05-430-740-3050-6020		605.81	Child Outpatient Diagnostic As 12/12/2014 12/12/2014	Child Outpat Assess/Psyc. Testing
41 05-430-740-3900-6020		360.00	Clinical supervision- Child Rul 12/05/2014 12/05/2014	Child Rule 79 Case Mgmt
40 05-430-745-3910-6020		360.00	Clinical supervision- Adult Rul 12/05/2014 12/05/2014	Adult Rule 79 Case Mgmt

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10977	NORTHERN PSYCHIATRIC ASSOCIATES	1,775.81	4 Transactions	
8	90748 Oakridge Homes Sils 05- 430- 750- 3340- 6073	639.16	Semi- Independent Living Servic 12/01/2014 12/31/2014	Semi- Independent Living Serv (Sils)
9	05- 430- 750- 3340- 6073	538.24	Semi- Independent Living Servic 10/01/2014 10/31/2014	Semi- Independent Living Serv (Sils)
25	05- 430- 750- 3340- 6073	504.60	Semi- Independent Living Servic 12/01/2014 12/31/2014	Semi- Independent Living Serv (Sils)
26	05- 430- 750- 3340- 6073	597.11	Semi- Independent Living Servic 10/01/2014 10/31/2014	Semi- Independent Living Serv (Sils)
13	05- 430- 750- 3350- 6020	538.24	Family support program- rate in 10/01/2014 10/31/2014	Family Support Program
	90748 Oakridge Homes Sils	2,817.35	5 Transactions	
12	12676 OESTREICH/LINDA J 05- 430- 710- 3820- 6040	70.00	Relative custody assistance 01/01/2015 01/31/2015	Relative Custody Assistance
	12676 OESTREICH/LINDA J	70.00	1 Transactions	
1	88878 Productive Alternatives Inc 05- 430- 750- 3380- 6050	209.25	Extended and supported employm 12/01/2014 12/31/2014	Extended Supported Employment
7	05- 430- 750- 3380- 6050	348.75	Extended and supported employm 12/01/2014 12/31/2014	Extended Supported Employment
16	05- 430- 750- 3380- 6050	93.00	Extended and supported employm 12/01/2014 12/31/2014	Extended Supported Employment
	88878 Productive Alternatives Inc	651.00	3 Transactions	
27	3950 Public Utilities 05- 430- 745- 3430- 6050	30.00	February utilities- Housing S 02/01/2015 02/28/2015	Housing Subsidy
	3950 Public Utilities	30.00	1 Transactions	
4	9489 Redwood Toxicology Laboratory, Inc 05- 430- 710- 3181- 6020	6.75	UA- Health- related services 12/01/2014 12/01/2014	Drug Testing - CMCC Juveniles
18	05- 430- 710- 3181- 6020	5.00	UA- Health- related services	Drug Testing - CMCC Juveniles

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				Service Dates			Bhf #	On Behalf of Name
19	05-430-710-3181-6020		6.75	12/12/2014	12/12/2014			Drug Testing - CMCC Juveniles
29	05-430-710-3190-6020		10.00	12/12/2014	12/12/2014			Court Related Services & Activities
30	05-430-710-3190-6020		6.75	12/18/2014	12/18/2014			Court Related Services & Activities
31	05-430-710-3190-6020		17.75	12/18/2014	12/18/2014			Court Related Services & Activities
32	05-430-710-3190-6020		6.75	12/18/2014	12/18/2014			Court Related Services & Activities
9489	Redwood Toxicology Laboratory, Inc		59.75	12/17/2014	12/17/2014			7 Transactions
12573	SCHLEIFER/DANI							
35	05-430-710-3820-6040		177.00	01/01/2015	01/31/2015			Relative custody assistance
37	05-430-710-3820-6040		8.00	01/01/2015	01/31/2015			Relative custody assistance
12573	SCHLEIFER/DANI		185.00					2 Transactions
86177	SHERIFF AITKIN COUNTY							
38	05-430-745-3085-6020		579.52	10/01/2014	12/31/2014			Jail Inmate MH Service- Home He
86177	SHERIFF AITKIN COUNTY		579.52					1 Transactions
9140	SIMAR/CANDACE							
6	05-430-760-3950-6020		70.00	12/01/2014	12/31/2014			Guardianship/conservatorship
9140	SIMAR/CANDACE		70.00					1 Transactions
Final Total .....			45,349.07	27 Vendors		49 Transactions		

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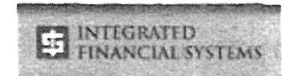


<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	45,349.07	Health & Human Services	
All Funds		45,349.07	Total	Approved by, .....
				.....
				.....



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 Health & Human Services

# Aitkin County



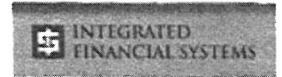
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<u>No. Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 86359 Aitkin Co Attorney 05-420-640-4800-6263		P	6,795.00	IVD BILLING OCT'14-DEC'14	10/01/2014 12/31/2014		Contract Legal Services Iv-D
86359 Aitkin Co Attorney			6,795.00	1 Transactions			
2 85003 Aitkin County DAC 05-400-440-0410-6231		P	16.39	PAPER SHREDDING	12/01/2014 12/29/2014		Services/Labor/Contracts
3 05-400-440-0410-6231		P	3.63	CLEANING	12/02/2014 12/30/2014		Services/Labor/Contracts
2 05-420-600-4800-6231		P	38.26	PAPER SHREDDING	12/01/2014 12/29/2014		Services/Labor/Contracts
3 05-420-600-4800-6231		P	8.47	CLEANING	12/02/2014 12/30/2014		Services/Labor/Contracts
2 05-430-700-4800-6231		P	54.65	PAPER SHREDDING	12/01/2014 12/29/2014		Services/Labor/Contracts
3 05-430-700-4800-6231		P	12.10	CLEANING	12/02/2014 12/30/2014		Services/Labor/Contracts
85003 Aitkin County DAC			133.50	6 Transactions			
4 88023 American Payment Centers 05-400-440-0410-6301			12.00	BOX SERVICE	01/01/2015 03/31/2015	54691	Equipment Lease/Space Rental
4 05-420-600-4800-6301			28.00	BOX SERVICE	01/01/2015 03/31/2015	54691	Equipment Lease/Space Rental
4 05-430-700-4800-6301			40.00	BOX SERVICE	01/01/2015 03/31/2015	54691	Equipment Lease/Space Rental
88023 American Payment Centers			80.00	3 Transactions			
5 8239 Ameripride Linen & Apparel Services 05-400-440-0410-6422		P	5.60	CLEANING SUPPLIES	12/31/2014 12/31/2014	2200590201	Janitorial Services/Supplies
5 05-420-600-4800-6422		P	13.06	CLEANING SUPPLIES	12/31/2014 12/31/2014	2200590201	Janitorial Services/Supplies
5 05-430-700-4800-6422		P	18.66	CLEANING SUPPLIES	12/31/2014 12/31/2014	2200590201	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services			37.32	3 Transactions			

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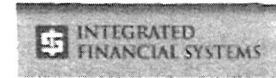
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<u>No.</u> <u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
36 10463 Beanery an Internet Cafe 05-400-450-0451-6406			164.28	SHIP-HSF NUTRIMAN WORKSHOP	01/19/2015 01/19/2015		PH Program Related Supplies
10463 Beanery an Internet Cafe			164.28	1 Transactions			
6 89185 Bethesda Lutheran Church Of Malmö 05-400-410-0413-6301		P	45.00	WIC RENT OCT-DEC'14	10/01/2014 12/31/2014		Wic Space Rentals
89185 Bethesda Lutheran Church Of Malmö			45.00	1 Transactions			
7 10855 Culligan 05-400-440-0410-6301		P	19.85	COOLER RENTAL SERVICE	12/01/2014 12/31/2014	150-10016285-1	Equipment Lease/Space Rental
7 05-420-600-4800-6301		P	46.32	COOLER RENTAL SERVICE	12/01/2014 12/31/2014	150-10016285-1	Equipment Lease/Space Rental
7 05-430-700-4800-6301		P	66.18	COOLER RENTAL SERVICE	12/01/2014 12/31/2014	150-10016285-1	Equipment Lease/Space Rental
10855 Culligan			132.35	3 Transactions			
8 88628 Dalco 05-400-440-0410-6422			41.47	TOWELS/TISSUE	01/21/2015 01/21/2015	2840251	Janitorial Services/Supplies
8 05-420-600-4800-6422			96.77	TOWELS/TISSUE	01/21/2015 01/21/2015	2840251	Janitorial Services/Supplies
8 05-430-700-4800-6422			138.25	TOWELS/TISSUE	01/21/2015 01/21/2015	2840251	Janitorial Services/Supplies
88628 Dalco			276.49	3 Transactions			
11 11051 Department of Human Services 05-400-440-0410-6231		P	323.40	MERIT SYSTEM QE 12/31/14	10/01/2014 12/31/2014	A300MR01G7I	Services/Labor/Contracts
12 05-420-650-4400-6025		P	4,438.58	MA LTC UN 65	12/01/2014 12/31/2014	A300MM7F01I	State/Fed Share - MA
11 05-420-600-4800-6231		P	754.60	MERIT SYSTEM QE 12/31/14	10/01/2014 12/31/2014	A300MR01G7I	Services/Labor/Contracts
10 05-420-620-4100-6011		P	12.50	MAXIS GA RECOVERIES	11/01/2014 11/30/2014	A300MX01141I	County Share - Ga
9 05-420-620-4100-6011		P	12.50	MAXIS GA RECOVERIES		A300MX01142I	County Share - Ga

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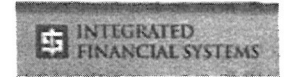


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			12/01/2014 12/31/2014	
13 05-430-700-4800-6239		2,605.32	SSIS FISCAL SUPPORT-2015	00000253930 Software Fees/License Fees
11 05-430-700-4800-6231	P	1,078.00	MERIT SYSTEM QE 12/31/14	A300MR01G7I Services/Labor/Contracts
			10/01/2014 12/31/2014	
11051 Department of Human Services		9,224.90	7 Transactions	
2340 Hyytinen Hardware Hank				
14 05-400-440-0410-6405		0.30	SINGLE CUT KEY	1227590 Office Supplies
			01/02/2015 01/02/2015	
14 05-420-600-4800-6405		0.69	SINGLE CUT KEY	1227590 Office Supplies
			01/02/2015 01/02/2015	
14 05-430-700-4800-6405		0.99	SINGLE CUT KEY	1227590 Office Supplies
			01/02/2015 01/02/2015	
2340 Hyytinen Hardware Hank		1.98	3 Transactions	
90182 Laboratory Corp Of America Holdings				
15 05-420-640-4800-6397	P	28.00	IVD GENETIC TEST 0012448435-01	46324481 Genetic Tests Iv-D
			11/05/2014 11/05/2014	
90182 Laboratory Corp Of America Holdings		28.00	1 Transactions	
12492 LexisNexis Risk Data Management Inc.				
16 05-430-700-4800-6239	P	116.00	DECEMBER 2014-SERVICES	1598721-201412 Software Fees/License Fees
			12/01/2014 12/31/2014	
12492 LexisNexis Risk Data Management Inc.		116.00	1 Transactions	
89765 Minnesota Elevator, Inc				
17 05-400-440-0410-6300		24.09	ELEVATOR SERVICE-JAN'15	611100 Maintenance/Service Contracts
			01/01/2015 01/31/2015	
17 05-420-600-4800-6300		56.22	ELEVATOR SERVICE-JAN'15	611100 Maintenance/Service Contracts
			01/01/2015 01/31/2015	
17 05-430-700-4800-6300		80.32	ELEVATOR SERVICE-JAN'15	611100 Maintenance/Service Contracts
			01/01/2015 01/31/2015	
89765 Minnesota Elevator, Inc		160.63	3 Transactions	
3358 Minnesota State Auditor				
18 05-400-440-0410-6231	P	288.90	AUDIT	65412 Services/Labor/Contracts
			12/03/2014 12/30/2014	
18 05-420-600-4800-6231	P	674.10	AUDIT	65412 Services/Labor/Contracts

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 Health & Human Services

# Aitkin County

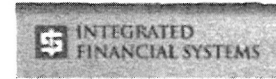


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description
							Paid On Bhf #	On Behalf of Name
18	05-430-700-4800-6231		P	963.00	AUDIT	12/03/2014 12/30/2014	65412	Services/Labor/Contracts
	3358 Minnesota State Auditor			1,926.00	3 Transactions	12/03/2014 12/30/2014		
19	12745 MJS CONSULTING, INC 05-420-640-4800-6231			369.30	EDOCS-REGION 3 EDMS SUPPORT/MN	01/19/2015 01/19/2015	50337	Services/Labor/Contracts
	12745 MJS CONSULTING, INC			369.30	1 Transactions			
20	11132 Mn Dept Of Health 05-420-640-4800-6379			40.00	IVD PATRNTY AJUD	01/09/2015 01/19/2015	800213	Other Iv-D Charges
	11132 Mn Dept Of Health			40.00	1 Transactions			
21	11120 Nardini Fire Equipment Co.,Inc 05-400-440-0410-6300		P	67.95	ANNUAL INSPECTION	12/31/2014 12/31/2014	469721	Maintenance/Service Contracts
	05-420-600-4800-6300		P	158.55	ANNUAL INSPECTION	12/31/2014 12/31/2014	469721	Maintenance/Service Contracts
	05-430-700-4800-6300		P	226.50	ANNUAL INSPECTION	12/31/2014 12/31/2014	469721	Maintenance/Service Contracts
	11120 Nardini Fire Equipment Co.,Inc			453.00	3 Transactions			
22	12449 NEOPOST USA INC 05-400-440-0410-6300			42.47	RATE CHANGE PROTECTION	02/01/2015 01/31/2016	52394119	Maintenance/Service Contracts
	05-420-600-4800-6300			99.11	RATE CHANGE PROTECTION	02/01/2015 01/31/2016	52394119	Maintenance/Service Contracts
	05-430-700-4800-6300			141.59	RATE CHANGE PROTECTION	02/01/2015 01/31/2016	52394119	Maintenance/Service Contracts
	12449 NEOPOST USA INC			283.17	3 Transactions			
23	89081 North Ambulance Brainerd 05-400-401-0000-6809		P	380.00	AMBULANCE RUNS	12/01/2014 12/31/2014		No. Memorial Ambulance-Aitkin
	89081 North Ambulance Brainerd			380.00	1 Transactions			

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 Health & Human Services

# Aitkin County

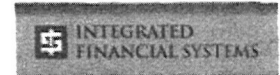


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
								<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
89327		Postmaster-Aitkin							
24		05-400-440-0410-6205			15.00	REPLENISH POSTAGE DUE ACCT			Postage
24		05-420-600-4800-6205			35.00	REPLENISH POSTAGE DUE ACCT			Postage
24		05-430-700-4800-6205			50.00	REPLENISH POSTAGE DUE ACCT			Postage
89327		Postmaster-Aitkin			100.00	3 Transactions			
4233		S & T Office Products Inc							
27		05-400-440-0410-6405			39.15	AGENCY SUPPLIES	01/08/2015 01/08/2015	01QT2901	Office Supplies
26		05-400-440-0410-6405			0.63	AGENCY SUPPLIES	01/09/2015 01/09/2015	01QT3720	Office Supplies
27		05-420-600-4800-6405			91.36	AGENCY SUPPLIES	01/08/2015 01/08/2015	01QT2901	Office Supplies
26		05-420-600-4800-6405			1.47	AGENCY SUPPLIES	01/09/2015 01/09/2015	01QT3720	Office Supplies
27		05-430-700-4800-6405			130.51	AGENCY SUPPLIES	01/08/2015 01/08/2015	01QT2901	Office Supplies
26		05-430-700-4800-6405			2.10	AGENCY SUPPLIES	01/09/2015 01/09/2015	01QT3720	Office Supplies
4233		S & T Office Products Inc			265.22	6 Transactions			
89450		SCPS South Inc							
28		05-420-640-4800-6379			65.00	IVD SERVICE 0014751032-01	01/14/2015 01/14/2015	009013	Other Iv-D Charges
89450		SCPS South Inc			65.00	1 Transactions			
89003		Seven County Process Servers LLC							
29		05-420-640-4800-6379	P		15.00	IVD SERVICE 0010854409-02	12/22/2014 12/22/2014	0234	Other Iv-D Charges
30		05-420-640-4800-6379	P		15.00	IVD SERVICE 0015256845-01	12/22/2014 12/22/2014	0235	Other Iv-D Charges
89003		Seven County Process Servers LLC			30.00	2 Transactions			
86177		Sheriff Aitkin County							
31		05-420-640-4800-6270			50.00	IVD SERVICE 0014751032-01	01/07/2015 01/07/2015	2879	Aitkin Co Sheriff Fees Iv-D
86177		Sheriff Aitkin County			50.00	1 Transactions			

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 Health & Human Services

# Aitkin County

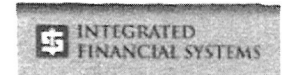


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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 # On Behalf of Name</u>
34 88859 Spee*Dee-St Cloud 05-400-440-0410-6231		30.40	PH SERVICE 01/05/2015 01/05/2015	2744137 Services/Labor/Contracts
32 05-420-600-4800-6231		388.83	IM SERVICE 01/05/2015 01/05/2015	2744137 Services/Labor/Contracts
33 05-430-700-4800-6231		5.04	SS SERVICE 01/05/2015 01/05/2015	2744137 Services/Labor/Contracts
88859 Spee*Dee-St Cloud		424.27	3 Transactions	
25 4258 St Louis County Auditor 05-420-600-4800-6239	P	2,352.16	REGION 3 EDMS INVOICE-IT SUPPO 10/01/2014 12/31/2014	00000586 Software Fees/License Fees
4258 St Louis County Auditor		2,352.16	1 Transactions	
35 13112 TBP MANAGEMENT, INC. 05-400-450-0451-6301		50.00	SHIP-HSF MTG ROOM RENTAL 01/19/2015 01/19/2015	65 Equipment/Space Rentals and Leases
13112 TBP MANAGEMENT, INC.		50.00	1 Transactions	
Final Total .....		23,983.57	27 Vendors	66 Transactions

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Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	23,983.57	Health & Human Services	
	All Funds	23,983.57	Total	Approved by, .....
				.....
				.....



## 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



# Maltreatment Stats

<b>Year</b>	<b>Total Maltreatment Reports</b>	<b>Family Assessments</b>	<b>Investigations</b>	<b>Total</b>
2005	117	16	28	44
2006	145	37	34	71
2007	149	37	22	59
2008	142	38	16	54
2009	131	33	16	49
2010	135	43	17	60
2011	132	43	17	60
2012	127	45	20	65
2013	129	58	18	76
2014	148	72	17	89



# Region V+

## Adult Mental Health Initiative

### Guide to Help You Find and Use Mental Health Support

Aitkin, Cass, Crow Wing, Morrison, Todd  
and Wadena Counties, also Leech Lake  
and Mille Lacs Bands of Ojibwe



**This manual was created by the Region  
II Mental Health Initiative in collaboration  
with the Occupational Development Cen-  
ter, Evergreen Youth and Family Services  
and Hope House**

Revisions for Region V+ completed by:  
Wellness in the Woods

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



**Website Resources:**

**Region V+**  
**Adult Mental Health Initiative**  
[www.region5recovery.com](http://www.region5recovery.com)

**Wellness in the Woods**  
[www.wellness-in-the-woods.org](http://www.wellness-in-the-woods.org)

**NAMI Minnesota**  
[www.namihelps.org](http://www.namihelps.org)

**Mental Health Consumer  
Survivor Network**  
<http://www.mhcsn.org>

**Substance Abuse and Mental  
Health Services Administration**  
[www.samhsa.gov](http://www.samhsa.gov)

**National Institute of Mental Health**  
[www.nimh.nih.gov](http://www.nimh.nih.gov)

**National Empowerment Center**  
[power2u.org](http://power2u.org)

**Copeland Center for Wellness  
and Recovery**  
[copelandcenter.com](http://copelandcenter.com)



**ADULT OR YOUTH  
IN CRISIS**

**IS EVERYONE  
SAFE?**

**NO**

**YES**

**Be sure you are in a safe place! If you feel like the person may want to hurt you or themselves and they are not willing to talk to you:**

**Call 911**

**If you are able to assist the person without being in danger yourself you could bring them to the emergency room.**

**Try to connect with the person in crisis by talking to them.**

**You may:**

- **Ask what has happened and how you can help**
- **Ask if there is someone you can contact to support them**
- **Call the crisis line and ask for help**

**1-800-462-5525**



# Steps for Families Coping with Mental Illness

## **Ask Emergency Department Staff:**

They can provide contacts for local mental health providers like therapists, hospitals and support groups for you and your loved one.

## **Speak with your family Doctor:**

He or she can give you information about diagnosis, medication and side effects as well as behaviors and changes you might observe with your family member

## **Research the illness and symptoms:**

Your local library, clinic or websites are all good tools to learn more about mental health concerns.

## **Talk to other families who have gone through the same issues:**

You may want to visit a family support group or talk to other members of your own family who have found ways to support each other. Contact the local Human Service agency in your county or a faith community leader to support you. It may take time to find a service provider that works well for your loved one! Be patient with yourself and your friend or family member!

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## **Are You Worried About a friend or family member?**

The three most important things to do when you are worried about a friend or family member are:

- To talk with the friend or family member
- Share your concern and help get them support
- Take care of yourself

Many people feel if they tell another person, they are betraying their friend. This is absolutely not true! By telling someone, you are being the best friend possible and helping them to get the support he or she needs.

## **Warning Signs of Mental Illness:**

- **Marked personality changes**
- **Strange or grandiose ideas**
- **Excessive anxiety or nervousness**
- **Abuse of alcohol or drugs**
- **Extreme high and lows**
- **Inability to cope with problems and daily activities**
- **Prolonged Depressions and apathy**
- **Excessive anger, hostility or violent behavior**
- **Thinking or talking about suicide**
- **Marked changes in eating or sleeping patterns**



## Here are some more tips for helping a friend with mental health concern:

1. **Act Now** If you are worried about a friend's behavior or attitude, **Talk with** him or her about it **as soon as possible**. **Do not be afraid to ask your friend or family member directly if he or she has thought about suicide.**

If you think your friend might be in immediate danger call 911 or the Crisis Line and Referral Service.

2. **Tell your friend clearly what behavior you have observed that is bothering you.**

Talk in a calm nonjudgmental and considerate manner about the specific things you have seen or heard that are causing you to worry. Ask them if it is ok to assist them in getting help for them and then follow through with your offer.

3. **Listen, don't lecture** Listen to thoughts and feelings in a sensitive, non-threatening way. Use "I" statements like "I am worried about you" instead of "You are acting crazy"

4. **Offer help and encourage your friend to seek help.** You can offer to go with them, to talk to someone or help identify and get the right kind of help. If your friend isn't ready to get help, you can help develop a plan for getting help in the near future. **Give advice in the form of options even when tempting to try to "fix" them on your own.**

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## TIPS FOR HELPING FRIENDS cont.

**5. Be prepared for all possible reactions.** Your friend may deny that he or she has a problem. Sometimes people react with hopeless statements or angry statements. Realize that this is the illness talking, so you don't have to become defensive or give up. If your friend won't listen to you, you may need to **tell someone else**. If you're not sure what to do, always refer or ask for help.

**6. Offer emotional support, understanding, patience and encouragement.** Remember that you cannot make someone get help or change his or her attitudes or behaviors.

**7. Take care of yourself** It is important to pay attention to your own health while helping a friend. Know your limits, don't overextend yourself.

**8.** Although you may be willing to do anything and everything to help, **don't try to take over your friend's life.**

**9.** Mental health concerns are often hard to explain, and your friend may have trouble putting how he/she feels into words. Be reassuring and non-judgmental, and try your best to understand your friend's problem.

**10.** Never keep talk of suicide a secret, even if someone asked you to. Take any talk of suicide or suicidal plans seriously and seek help immediately from a trusted adult or health professional. Stay close and make sure your friend is not left alone. You can call 911 or the Crisis Line at 1-800-462-5525 or 1-218-828-4357. The important thing is to tell a responsible person who can help. If you are not sure whether the situation represents immediate danger, err on the side of caution and call 911.



## WHAT IS MENTAL ILLNESS

Mental illnesses are medical conditions that disrupt a person's thinking, feeling, mood and ability to relate to others and daily functioning. Just as diabetes is a medical disorder, mental illnesses are medical conditions that often result in a diminished capacity for coping with the ordinary demands of life. Mental illnesses can affect persons of any age, race, gender, religion, income or sexual identity. Mental illnesses are not the result of personal weakness, lack of character or poor upbringing. Mental illnesses are treatable. Most people diagnosed with a serious mental illness can experience relief from their symptoms by actively participating in an individual treatment recovery plan.

Mental health issues are common. In the US almost half of all adults will experience a mental health disorder during their lifetime. If a person doesn't experience a mental health disorder it is highly likely that they may know someone who has. Mental health issues are medical issues like diabetes, high blood pressure or asthma; and can be treated very successfully.

A person can struggle with a variety of mental health disorders can vary from person to person. Crisis can occur in people with various mental health disorders or this in distress due to other reasons. In some cases; mental health disorders can be life threatening if not treated.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## What to do if you are worried a family member may be suicidal:

If you are concerned that a family member is in a mental health crisis or may be at risk for suicide, it is important to ask directly about suicidal thoughts. **Do Not Avoid using the word “suicide”**. It is important to ask the question without dread and without experiencing a negative judgment.

The questions must be direct and to the point.

For example:

- Are you having thoughts of suicide?
- Are you thinking about killing yourself?

If you appear confident in the face of crisis; this can be reassuring.

It is important to:

- Tell the person that you care and want to help
- Express empathy
- Clearly state that thoughts of suicide are often associated with a treatable mental health disorder.
- Tell the person that thoughts of suicide are common and do not have to be acted on.

It is important to determine whether the person has definite intentions to take their life. Ask the following

three questions:

- Have you decided to kill yourself?
- Have you decided when you would do it
- Have you taken any steps to secure the things you would need to carry out the plan ( like guns, pills, etc)

**The more detailed the plan, the more serious the risk. All thoughts must be taken seriously. A person who is actively suicidal should not be left alone. Stay with the person until you can get additional help. Call the Crisis Line at 1-800-462-5525 or 1-218-828-4357 or 911 if the person is in immediate danger!**



## How Do You Find Someone You Help with a Friend & Handling Worries About “Telling”

It can be very difficult to figure out how to help a struggling friend to ask for help for a friend. Friends are often the first to notice signs of concern or even suicidal signs in their friends. People considering suicide often turn to friends before seeking professional help. It is common for someone with suicidal thoughts or behaviors to ask that it be kept a secret. The reasons friends may keep a secret are many....

Not taking the threats seriously  
Thinking their friends will get in trouble  
Afraid their friend will be angry with them  
Not knowing or trusting someone to turn to.  
Believing they can take care of their friends by themselves  
Thinking that their friend was suicidal just for that moment (most stay at risk for up to six months) You may be worried that if you tell someone, you friend will decide you are not their friend anymore. It is important to remember that you can repair a friendship. If you friend dies by suicide, you cannot repair that. There is a difference between “reporting a concern” and “snitching” or “telling” on someone. By reporting you are actually getting someone help.

**Remember to tell someone and get your friend help**

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## **Don't try to keep the person safe by yourself!**

Young people will very seldom refer a friend to a hospital or mental health provider, but often try to seek help through someone they know. **Young people should try to find a trusted adult to go to for help.** This could be a family, friend, friend's parent, a teacher, coach, youth group leader, elder, boss, spiritual leader or other adult relative.

Remember organizations and individuals exist in your communities that are trained to help with suicide including mental health professionals, school counselors, hospitals, clinics and emergency services.

If you are not sure who to contact call the Crisis and Referral Line and they will help you 24/7. This number is for use whether or not the situation is life threatening.

### **Emergency Services 911**

**Remember if someone is actively suicidal, get them help immediately, and do not leave them alone!**



## How to treat people in a respectful way

Greet the person thought to be suicidal. Use the person's name if you know it.

Talk in a normal voice-neither loudly nor childlike. Smile but don't smirk or look at others in a "knowing way".

Avoid jokes with double meanings when a person is in poor mental health. They can be misunderstood.

Listen. Then listen again. Being heard is tremendously empowering.

Avoid threatening or pushing people emotionally

Offer choices. When people have to go somewhere they don't want to go, having choices makes it easier

If the person stares at you, don't take it personally

Be honest and clear, but not harsh. Doing things "for their own good", hiding information, or being vague will irritate the person you are helping and can make it harder to help him/her

Watch for tension, pacing, a louder voice. Change the subject for a few minutes, lighten it, or give the person a short break

Be tactful. Not everything needs to be said at that moment

**Keep yourself calm. This helps others stay calm.**

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## HOW THE COMMITMENT PROCESS WORKS

**Person A=A caring person** (Family, friends, neighbors, social workers, therapists, etc.)

**Person B=Someone who is a danger to themselves or others.** (In some cases, person B may recognize that he or she needs help and does seek the steps below on his/her own.)

**Start Here**

**Person A believes that Person B is a danger because of mental health problems**

**Person A takes Person B to the emergency department if possible and if it can be done safely.**

If not possible, Person A calls the Crisis Line:

(1-800-462-5525)

or calls 911 if there is immediate danger.

**At the emergency department (ED), it is determined that Person B is or is not a danger to others or to him/herself.**

A decision is usually made by a physician at the ED. A psychiatrist, a physician's assistant, a doctoral-level psychologist, an advanced practice registered mental health nurse, a peace or health officer, or a court can also make the decision.

*Cont on next page*



**ED says Person B  
is in danger**



**An  
emergency  
hold is  
made.**

Emergency  
holds confine  
a person in a  
secure facility  
for 72 hours  
(not including  
weekends or  
holidays)

**ED says Person B  
is not a danger**



**Person A still has the same  
concerns.** Contact the Crisis  
Line and Referral Services or  
your county Human Service  
Intake Worker. Numbers are on  
the back of this booklet.

Person A reports behaviors. If  
valid, a pre-petition screening  
is made.

**Pre-petition screening.**

An assessment by a county hu-  
man service worker to determine  
if Person B meets criteria for civil  
commitment.

**A court appointed examiner**

Provides an independent view  
about the need for commitment.

**A preliminary hearing is held**  
to determine if this can be settled  
out of court or if a trial is needed.

**A commitment hearing is held**  
to prove whether or not commit-  
ment is needed.

**The decision is made** to send  
Person B to a locked hospital,  
community based services or to  
release him/her.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



# MEDICATIONS

## Medical Issues:

Psychiatric medications treat mental health disorders. Sometimes called psychotropic or psychotherapeutic medications, they have changed the lives of many people with mental disorders for the better. Medications treat the symptoms of mental disorders. They cannot cure the disorder, but they can make people feel better so they can function.

Some people get side effects from medications and other people don't. Doses can be small or large, depending on the medication and the person. Factors that can affect how medications work in people include:

- Type of mental disorder, such as depression, anxiety, bipolar disorder, and schizophrenia
- Age, sex, and body size
- Physical illness
- Habits like smoking, drinking and coffee consumption
- Liver and kidney function
- Genetics
- Other medications and herbal/vitamin supplements
- Diet
- Whether medications are taken as prescribed

Side effects may vary depending on the medication being taken. They can range from mild to more severe.

**Any unusual reactions or side effects should be reported to a doctor right away**



Medications should be taken as directed by a doctor.

**A person should never stop taking a medication without asking a doctor for help.**

Many people use alternative treatments in place of or in combination with medications including:

- Massage Therapy
- Exercise
- Chiropractic Care
- Healthy Diet
- Natural/homeopathic Care
- Work or volunteering
- Socialization
- Spirituality
- Recreation

Talk to your doctor if you choose to use alternative practices to see if they may interact with already prescribed medications.

## **HOW TO TALK TO THE DOCTOR**

Learn as much as you can about the condition or complaint before you see the doctor. Note your observations. Does it affect your sleep, appetite, moods, etc. and how?

Think ahead of time about what you want to say to or learn from your doctor, and write it down to jog your memory. Keep the list in your purse or wallet, so you have it when needed.

Discuss the most urgent issues right away, rather than waiting until the end. Tell the doctor of any new medications, including herbal medications or vitamin supplements you are taking. Remember this is your time with the doctor.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



**HOW TO TALK TO THE DOCTOR cont.**-Take notes, or bring someone with you who has a good memory. Before you leave, make sure your questions have been answered. If a test of lab work is required, ask about the reason. Call the doctor's nurse later if you are confused by the instructions.

**If medications are needed and the prescriber is not available:**

- Try to call the prescriber a week before medications run out so there are not last-minute emergencies.
- Contact the prescriber's nurse or office support. The prescriber may have a backup prescriber available.
- Contact the pharmacy. They may be able to advocate for a refill until the primary prescriber returns.
- Go to urgent care at the local medical clinic. Explain the situation and the need.
- Go to the emergency room as a last resort.

## **Types of Prescribers of Medication**

### **Psychiatrist**

- has extensive knowledge and experience in mental health medications
- can be difficult to get an appointment
- has a private office or works for a behavioral health program or hospital

### **Family practitioner**

- may have limited training and experience in mental health medication
- can be easily reached through clinic
- can be located at urgent care or primary care medical clinic or emergency room



### **Advanced practice nurse**

- a registered nurse with advanced training
- trained in mental health medication administration
- can be located in private practice or behavioral health programs or hospitals

### **IF MEDICATIONS ARE NEEDED AND INSURANCE DOES NOT COVER**

- Ask for generic. The cost may be less
- Ask for samples. These are limited, but are possible until other coverage is available
- Ask for a patient assistance program. Time is needed to apply, but the support is available for three months to one year.
- Ask if the medication can be purchased in a larger size and then broken in half. In this way fewer pills may be purchased. However, know that some medications lose effectiveness if broken in half
- Ask for a less expensive medication that has the same action. Doctors may favor a certain medication, but may work with your cost concerns.
- Ask for county flex funds. These funds cover costs such as medications for people with serious and persistent mental illness. Contact your county Human Services for availability.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## HOW TO USE THE PHARMACY FOR HELP

Pharmacists can tell you how your medications work, possible side effects, medications that interfere with other medications, do blood pressure checks, give flu shots, and tell you about medication side effects.

Pharmacies can also pre-package medications so they are set up for a week or a month. This can help to reduce confusion over how to take the medications.

Some pharmacies deliver the medications directly to your door. Some pharmacies can also help with smoking cessation education.

Ask at the pharmacy desk for help with any of the above. If you have a different issue, ask anyway-they may be able to help you.

Pharmacies are listed in the yellow pages of the phone book, or on the internet.



## ACCESSING COUNTY HELP:

Individual counties will provide a wide variety of supports to both youth and adults. Counties will provide social services to children and adults as well as economic assistance and health care to those who qualify. Services may include: case management services, physical health support, child care, in home family services and many more. County Health and Human Services may have separate departments to deal with children and adults.

To access services, identify if the person needing assistance is a child or adult. The next step would be to call the county human services telephone number which can be found in the government section of most phone books under the county section. Or on the back of this booklet, if you live in the Region 5+ Adult Mental Health Initiative area which include the counties of Aitkin, Cass, Crow Wing, Morrison, Todd and Wadena. When calling identify yourself and explain your need. Income is used to determine if someone is eligible for services. Once you have been connected to the correct department/person they should help you to determine what services may help you and for which ones you are eligible. Depending on the identified need, a diagnostic assessment may be required. This is a documented evaluation to help determine if a person has a mental health disorder done and prepared by a professional. A youth or adult may also be assigned a case manager. This is someone who ensures that the person receives the needed services.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



**FINANCIAL SUPPORTS FOR WHEN A  
LONGTERM DISABILITY HAS NOT YET  
BEEN DETERMINED**

**Apply for these supports through your county's  
Human Services Department.**

**General Assistance (GA)** – provides very minimal monthly support for those who have no other means.

**General Assistance Medical Care (GAMC)** – provides medical coverage for those who have no other source. It has become very complicated to get help under this program, but it can help when other sources are not available.

**Medical Assistance (MA)** – provides medical coverage for persons who meet income eligibility. It cover most medical and dental needs.

**FINANCIAL SUPPORTS FOR WHEN A  
LONGTERM DISABILITY HAS NOT YET  
BEEN DETERMINED**

**Apply for those supports through the Social  
Security Administration**

**For individuals needing support who have been  
determined to have a long term disability.**

**Medical Assistance for Employed People with  
Disabilities (MA-EPD)**

Provides medical coverage for those who have RSDI and who work. It covers most medical needs.



**Social Security** - provides long-term monthly financial support. There is a lengthy application process, requiring several attempts for most applicants. However, it is a stable source of support for those who have never worked or worked minimal hours; RSDI is for those who have worked.

**Flex funds** – Each county has funds to help those who have a serious and persistent mental illness to continue to live in the community. These funds can help with urgent needs, such as rent deposits, moving costs, transportation, medications, or food or unmet, could lead to hospitalization. Flex funds are subject to state funding.

### **TERMS FOR THOSE WHO HELP MANAGE ANOTHER'S FINANCES/DECISIONS**

**Legal Guardian** – Someone who is approved by the court to decide actions related to the welfare of another person who is unable to care for him/herself. Start by obtaining and filing a petition through the local courthouse.

**Conservator** – Someone who is approved by the court to manage the property or business affairs of an incapacitated person or minor. Start by filing a petition through the local courthouse.

**Power of Attorney** – the legal form completed by an individual who wants to give another person the right to manage his/her financial or property matters. This does not usually go through the courts, except for guardianship/conservatorship.

**Crisis Line And Referral Services Call:**  
800-462-5525 or 218-828-4357



## **Protective or Representative Payee –**

Someone who manages the government paid cash benefits from person(s) deemed unable to manage the funds on their own.

## **Provider Information-Where to go for What**

Determining where to go for help can be a very frustrating task in and of itself. It is beneficial if you can partner with someone to help sort through issues and identify services.

**The Crisis Line and Referral Services is a number you can call 24/7. You don't need to have a crisis to call them, but can use them to identify resources as well.**

**1-800-462-5525 or 218-828-4357**

**You can also find many resources online at:**

**[www.region5recovery.org](http://www.region5recovery.org) for many of the service providers and mental health events that are being held in the **Region 5+ Adult Mental Health Initiative Area** which includes the Minnesota counties of: Aitkin, Cass, Crow Wing, Morrison, Todd and Wadena.**

The resource pages of the phone book are also another place to look. If you choose to use the phone book; check under counseling or mental health. Refer to the section of this booklet "Accessing County Help" on page 18 to find out how to access services. See the back side of this booklet for other contact information.

## **OTHER TIPS**

Mental illness leads to people feeling as if they are the only family or the only individual with an illness in the world. Actually one in four people will have a serious mental illness this year. One in five families knows someone with a mental illness.



Many people will not believe mental illness is happening to you or your family member. They may be harsh, telling you to get over it, pull yourself up by the bootstraps, or ask insensitive questions. It is important to turn instead to people who will support you. Make a point to find those people. They are in every family and every community – a caring aunt, a support group, a faith community leader, a brother or sister, a teacher or a friend.

You may have to try multiple agencies/therapists/service providers to find a good fit. Be patient with yourself and your loved ones. Identify what you need and keep looking for it.

Coping with mental illness is an uncomfortable experience for everyone. If you are the person with the illness, give yourself and the services a chance to affect you. If you are a family member or friend, take time for yourself to keep your own mental health. If you are a provider, consult with other providers when you don't know what to do. If you find yourself or your loved one in the emergency department for mental health reasons, plan that you may be in for a long period of recovery with many ups and downs. It will require you to build supports around yourself so that you do not get discouraged. It will help to identify supports and use them so you can limit the stress for yourself. Plan for this and life with a mental illness won't be so overwhelming. You are not alone. Reach out to others who care about you and can help you.

**Keeping all scheduled appointments are necessary to stabilize and maintain good mental and physical health for those receiving services and friends and family members who support them.**

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



# EMOTIONAL SUPPORTS

## School Counseling:

Most schools offer some type of on-site or collaborative counseling. These may be provided free or at reduced fees. Calls can be placed with your child's teacher, school nurse, school counselor or school therapist. Outside of the school district (i.e. private or charter schools) similar programs are available. In the event that licensed counselors are not available through your school or on a daily basis, speak with your child's teacher or administrator to ask who the point of contact is for children experiencing difficulties. Those assigned staff may include the school nurse, a paraprofessional, conflict management teacher or administrator. Have a plan in place for your child with the teacher and whoever the assigned staff is. Open lines of communication between your family, school staff and a trusted resource for your child are essential to a good web of support.

## Family Support Groups:

- All family support groups are free and confidential
- Families may attend meetings once or every time depending on their needs.
- Attendees may reveal their full identity or give only a first name and can choose to share their stories or not.
- There is a family support group held somewhere in our region nearly every week. Call the Crisis and Referral Line for more information.



## Support Groups continued

- Meetings usually start with introductions, an explanation of the group purpose, and ground rules. A topic or a speaker fills the main part of the meeting.
- Group members often call each other between meetings and share books and other resources
- Groups are geared toward adult family and friends, especially care givers. Families may use their discretion about bringing family members of younger age.
- The group leaders are available afterward to provide additional resources and help.
- Look in the local papers under "Events" for support groups in your area.

**Crisis Line And Referral Services Call:  
800-462-5525 or 218-828-4357**



## GRIEF/SUICIDE LOSS SUPPORT GROUPS

Different types of loss support groups exist in a given area. Most are free and all are confidential. Some are facilitated by a professional and others are facilitated by a community member who has experienced a loss representative of the group's purpose. Meetings may be open with discussion being directed by the needs of the attendees for that particular meeting or they have a topic or speaker for that time. And others may be closed. If a group is closed it means that they are following a type of curriculum or discussion schedule. Contacting the group's facilitator is the best way to gain more information. Do not get discouraged if you feel the first meeting "didn't work for you". It takes time to build relationships with others in the group and most often there is some anxiety when attending a group for the first time. Give yourself time to process feelings in regard to the group experience and try going at least twice. Speak privately with the group facilitator or a group member to give feedback about your experience and to reflect on your feelings.



## DEFINITIONS:

**ARMHS**-Adult Rehabilitative Mental Health Service is a Medicaid (MA) funded skills training program conducted individually or in group and in the home or community. Skills include inter-personal communication, community resource use and integration, crisis assistance, relapse prevention, health care directives, budgeting and shopping, healthy lifestyles, cooking and nutrition, transportation, medication education, mental illness symptom management, household management, employment related skills, and transition to community living.

**Assessment**-A review of a person's mental health by a mental health professional which usually results in a diagnosis and recommendations for treatment. It may also include testing, such as the MMPI or depression assessment tool.

**Case Manager**-A case manager is a person trained to help both youth and adults who may be struggling to manage life situations. They are usually employed and accessed through a county social service agency. They will help the client to evaluate, problem solve and access needed supports and services.

**Commitment**-A person with a mental illness who is court ordered to a hospital based on substantial risk of harm to self or others.

**Conservator**-Someone who is approved by the court to manage the property or business affairs of an incapacitated adult or minor.

**Consumer**-A person who is receiving mental health services. The term consumer was client generated to empower those who use services. Other terms: clients, participants, member of a program, person served

**Crisis Line And Referral Services Call:**  
800-462-5525 or 218-828-4357



**Emergency Hold**-Used when an examiner has reason to believe that a person could harm themselves or others. A hold is 72 hours not counting holidays or weekends.

**Individual Treatment Plan**- a description of actions or steps that lead to greater independence or stability. Other terms: ITP, Recovery Plan or Goal Plan

**Legal Guardian**- Someone is approved by the court to decide the actions related to the welfare of another person who is unable to care for him/herself.

**Therapist**- a person trained in the use of methods for helping patients overcome psychological problems.

**Nurse Practitioner**-A nurse practitioner is a registered nurse who has advanced education and clinical training to provide a wide range of health care services. Nurse practitioners can serve as a primary health care provider.

**PCA-PCA** stands for personal care attendant and is the person that is trained to help someone with basic daily routines. A PCA may be able to help you if you have a physical, emotional or mental disability, a chronic illness or injury.

**Power of Attorney**-the legal form completed by an individual who wants to give another person the right to manage his/her financial or property matters. This does not usually go through the courts, except for guardianship/conservatorship.

**Protective or Representative Payee**-Someone who manages the government paid cash benefits for person(s) deemed unable to manage those funds on their own.

**Psychotropic Medication**-Any medication which affects the mind, mood and behavior. Commonly prescribed psychotropic medications fall into the following categories: typical and atypical antipsychotics, anti-depressants, anti-obsessive medications, anti-anxiety medications, mood stabilizers, anti-panic medications, and stimulants.



# NOTES FOR YOURSELF





## **County Human Services Agencies**

### **Aitkin County Health and Human Services**

204 1st St. NW Aitkin MN, 218-927-7200

[www.co.aitkin.mn.us](http://www.co.aitkin.mn.us)

### **Cass County Health, Human & Veteran Services**

400 Michigan Ave W, Walker MN, 218- 547-1340

[www.co.cass.mn.us](http://www.co.cass.mn.us)

### **Crow Wing County Community Services**

204 Laurel St., Ste 12, Brainerd MN 218-824-1140

[www.co.crow-wing.mn.us](http://www.co.crow-wing.mn.us)

### **Morrison County Social Services**

213 1st Ave Se, Little Falls MN, 320-632-2951

[www.co.morrison.mn.us](http://www.co.morrison.mn.us)

### **Todd County Health and Human Services**

212 - 2nd Avenue South, Long Prairie, MN 320 -732-4500

[www.co.todd.mn.us](http://www.co.todd.mn.us)

### **Wadena County Human Services**

124 1st St Se Ste 1, Wadena MN 218- 631-7605

[www.co.wadena.mn.us](http://www.co.wadena.mn.us)

### **Mille Lacs Band of Ojibwe**

#### **Behavioral Health Department**

17230 Noopiming Drive, Onamia, MN

Phone: Intake and Scheduling: 320-532-7868

Fax 320-532-7583

### **Leech Lake Band of Ojibwe**

#### **Leech Lake Behavioral Health**

115 6th Street N., Cass Lake, MN

218-335-3050 (fax) 218-335-4410



# Aitkin County Health & Human Services

Financial Statement

	Actual Jan-15	Actual Feb-15	Actual Mar-15	Actual Apr-15	Actual May-15	Actual Jun-15	Actual Jul-15
<b>Income:</b>							
Tax Levy							
CPA and In Lieu							
State Revenue							
Federal Revenue							
Revenue From Third Party							
Misc. Revenue	1,178.93						
<b>Total:</b>	<b>1,178.93</b>	-	-	-	-	-	-
<b>Expenditures:</b>							
Payments to Recipients	93,896.21						
Salaries and Fringes	343,622.82						
Services and Charges	31,291.15						
Travel and Insurance	45,938.32						
Office Supplies	1,189.80						
Capital Outlay	-						
Misc Expense & Pass Thru	6,269.96						
<b>Total:</b>	<b>522,208.26</b>	-	-	-	-	-	-
<b>Final Totals:</b>	<b>(521,029.33)</b>	-	-	-	-	-	-
<b>Cash Balance as of 01/2014</b>							
<b>4,900,509.99</b>							
<b>Cash Balance as of 01/2015</b>							
<b>4,439,776.88</b>							



	YTD 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009
<b>Income:</b>							
Tax Levy	-	1,888,236.54	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73
CPA and In Lieu	-	270,042.48	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72
State Revenue	-	881,136.72	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88
Federal Revenue	-	2,168,615.65	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42
Revenue From Third Party	-	207,345.61	216,749.43	204,217.36	163,265.77	126,077.60	-
Misc. Revenue	1,178.93	315,012.26	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90
<b>Total:</b>	<b>1,178.93</b>	<b>5,730,389.26</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>Expenditures:</b>							
Payments to Recipients	93,896.21	1,635,620.50	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01
Salaries and Fringes	343,622.82	3,664,934.15	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47
Services and Charges	31,291.15	336,723.19	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81
Travel and Insurance	45,938.32	143,562.07	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90
Office Supplies	1,189.80	73,198.58	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98
Capital Outlay	-	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74
Misc Expense & Pass Thru	6,269.96	180,413.58	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79
<b>Total:</b>	<b>522,208.26</b>	<b>6,065,718.43</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>Final Totals:</b>	<b>(521,029.33)</b>	<b>(335,329.17)</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>



ACTUAL 2008	ACTUAL 2007	ACTUAL 2006
2,409,856.71	2,303,196.53	1,817,723.90
303,462.53	389,866.09	312,877.69
936,661.64	790,366.43	905,921.06
2,031,189.00	2,013,560.50	1,993,226.16
-	-	-
608,372.74	568,060.27	484,763.05
<b>6,289,542.62</b>	<b>6,065,049.82</b>	<b>5,514,511.86</b>
1,729,049.89	1,827,333.49	1,858,630.93
3,300,291.25	3,091,358.49	2,911,440.42
327,685.72	271,589.87	281,345.91
125,736.88	91,625.96	96,293.29
79,742.17	63,677.05	65,267.30
35,484.07	24,380.79	40,048.96
133,526.22	148,157.71	145,866.15
<b>5,731,516.20</b>	<b>5,518,123.36</b>	<b>5,398,892.96</b>
558,026.42	546,926.46	115,618.90



# 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 12/2013  
**5,295,265.67**

Cash Balance as of 12/2014  
**4,959,306.03**



	Actual Aug-14	Actual Sep-14	Actual Oct-14	Actual Nov-14	Actual Dec-14
<b>Income:</b>					
Tax Levy		-		725,648.93	83,680.44
CPA and In Lieu	75,376.30	901.09		51,822.81	138,543.10
State Revenue	37,647.76	119,245.20	4,604.00	39,976.24	131,401.44
Federal Revenue	299,838.99	183,193.50	100,074.24	115,635.79	304,856.40
Revenue From Third Party	17,549.85	17,537.53	18,272.39	23,199.14	21,946.80
Misc. Revenue	11,335.78	7,969.35	28,376.13	11,248.47	55,233.46
<b>Total:</b>	<b>441,748.68</b>	<b>328,846.67</b>	<b>151,326.76</b>	<b>967,531.38</b>	<b>735,661.64</b>
<b>Expenditures:</b>					
Payments to Recipients	94,302.52	221,870.23	152,083.75	107,922.55	160,138.58
Salaries and Fringes	280,096.56	288,561.95	411,110.47	285,101.67	286,801.89
Services and Charges	40,077.36	19,702.90	41,190.38	19,747.33	36,587.88
Travel and Insurance	4,703.71	4,098.74	6,546.84	3,116.77	54,346.43
Office Supplies	2,643.15	6,298.60	9,925.80	6,800.02	4,142.79
Capital Outlay	1,366.94	1,630.82	-	-	-
Misc Expense & Pass Thru	18,161.98	4,486.22	31,244.68	12,000.50	3,206.23
<b>Total:</b>	<b>441,352.22</b>	<b>546,649.46</b>	<b>652,101.92</b>	<b>434,688.84</b>	<b>545,223.80</b>
<b>Final Totals:</b>	396.46	(217,802.79)	(500,775.16)	532,842.54	190,437.84



	YTD 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008
<b>Income:</b>							
Tax Levy	1,888,236.54	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73	2,409,856.71
CPA and In Lieu	270,042.48	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53
State Revenue	881,136.72	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64
Federal Revenue	2,168,615.65	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42	2,031,189.00
Revenue From Third Party	207,345.61	216,749.43	204,217.36	163,265.77	126,077.60	-	-
Misc. Revenue	315,012.26	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74
<b>Total:</b>	<b>5,730,389.26</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>Expenditures:</b>							
Payments to Recipients	1,635,620.50	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01	1,729,049.89
Salaries and Fringes	3,664,934.15	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47	3,300,291.25
Services and Charges	336,723.19	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72
Travel and Insurance	143,562.07	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88
Office Supplies	73,198.58	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17
Capital Outlay	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07
Misc Expense & Pass Thru	180,413.58	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22
<b>Total:</b>	<b>6,065,718.43</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>Final Totals:</b>	<b>(335,329.17)</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>



ACTUAL 2007	ACTUAL 2006
2,303,196.53	1,817,723.90
389,866.09	312,877.69
790,366.43	905,921.06
2,013,560.50	1,993,226.16
-	-
568,060.27	484,763.05
<b>6,065,049.82</b>	<b>5,514,511.86</b>
1,827,333.49	1,858,630.93
3,091,358.49	2,911,440.42
271,589.87	281,345.91
91,625.96	96,293.29
63,677.05	65,267.30
24,380.79	40,048.96
148,157.71	145,866.15
<b>5,518,123.36</b>	<b>5,398,892.96</b>
546,926.46	115,618.90



## AITKIN COUNTY FOSTER CARE

2001	\$840,674.02	116	2004	\$1,054,034.05	76	2007	\$818,453.02	75
2002	\$927,493.49	94	2005	\$911,374.91	69	2008	\$834,511.73	63
2003	\$1,210,524.55	81	2006	\$847,823.25	73	2009	\$950,273.21	64

	2010	2011	2012	2013	2014	2015		
JAN	\$73,496.04	\$78,312.32	\$59,278.73	\$52,334.43	\$38,575.68	\$23,366.04		
FEB	\$82,467.05	\$82,982.51	\$78,783.86	\$50,122.31	\$35,579.24			
MARCH	\$75,000.60	\$61,384.45	\$89,386.88	\$44,070.76	\$24,095.99			
APRIL	\$79,548.43	\$69,570.36	\$101,195.78	\$52,651.49	\$71,994.81			
MAY	\$77,811.48	\$73,398.62	\$70,140.91	\$49,124.55	\$42,970.74			
JUNE	\$99,039.56	\$92,735.90	\$79,654.30	\$51,198.58	\$68,481.80			
JULY	\$74,466.67	\$63,530.39	\$68,929.00	\$59,525.43	\$53,313.73			
AUG	\$97,571.86	\$77,971.22	\$67,386.62	\$50,216.24	\$48,392.38			
SEPT	\$70,427.32	\$65,924.31	\$66,615.87	\$51,396.77	\$85,339.33			
OCT	\$89,100.75	\$83,971.03	\$45,407.15	\$47,334.14	\$44,448.43			
NOV	\$76,359.06	\$78,148.23	\$45,889.63	\$38,819.46	\$65,747.77			
DEC	\$75,599.03	\$58,313.77	\$43,359.27	\$44,200.11	\$49,814.80			
<b>TOTAL</b>	<b>\$970,887.85</b>	<b>\$886,243.11</b>	<b>\$816,028.00</b>	<b>\$590,994.27</b>	<b>\$628,754.70</b>	<b>\$23,366.04</b>	<b>\$0.00</b>	<b>\$0.00</b>
CHILDREN	57	56	49					
	\$970,887.85	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	\$37,760.43	(\$605,388.66)	(\$23,366.04)	\$0.00
	Increase from 2009	Decrease from 2010	Decrease from 2011	Decrease from 2012	Increase from 2013			

### 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>
<b>Total</b>	<b>\$610,577.75</b>

### 2014 Foster Care Breakdown

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>
<b>Total</b>	<b>\$718,065.87</b>

### 2015 Foster Care Breakdown Year to Date

Child Shelter	
Treatment Foster	
Child Foster Care	\$ 13,957.21
Rule 8 FC	
Corrections	\$ 8,942.19
Extended FC	
Rule 5	
Respite	\$236.64
Child Care	\$230.00
Health Services	
Transportation	<u>\$968.84</u>
<b>Total</b>	<b>\$24,334.88</b>

### 2012 Foster Care Reimbursement

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

### 2013 Foster Care Reimbursement

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

### 2014 Foster Care Reimbursement

IV-E	
Rule 5	
Recoveries	
<b>Total</b>	<b>\$0.00</b>

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.

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 2014 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	\$4,194.22	-\$1,956.58	\$6,150.80	\$0.00
Treatment Foster	\$79,138.00	\$79,138.00	\$0.00	\$0.00
Child Foster Care	\$252,908.55	\$150,673.97	\$9,783.11	\$92,451.47
Rule 8 FC	\$7,305.55	-\$61,727.65	\$43,317.20	\$25,716.00
Corrections	\$188,405.85	-\$57,146.74	\$188,861.99	\$56,690.60
Electronic Monitoring	\$2,904.00	\$2,552.00	\$352.00	\$0.00
Rule 5	\$58,405.55	\$58,405.55	\$0.00	\$0.00
Respite	\$2,358.48	\$986.98	\$0.00	\$1,371.50
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 \$185,883.08 \$248,465.10 \$176,229.57

Total \$610,577.75

**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**

	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 \$24,334.88 \$327,678.69 \$296,158.98 \$94,228.20

Total \$718,065.87

**2014 Foster Care Breakdown Year to Date**

	Total	Social Service	Corrections	ICWA
Child Shelter	\$0.00	\$0.00	\$0.00	\$0.00
Treatment Foster	\$0.00	\$0.00	\$0.00	\$0.00
Child Foster Care	\$13,957.21	\$12,310.49	\$0.00	\$1,646.72
Rule 8 FC	\$0.00	\$0.00	\$0.00	\$0.00
Corrections	\$8,942.19	\$0.00	\$8,544.19	\$398.00
Extended Foster Care	\$0.00	\$0.00	\$0.00	\$0.00
Rule 5	\$0.00	\$0.00	\$0.00	\$0.00
Respite	\$236.64	\$236.64	\$0.00	\$0.00
Child Care	\$230.00	\$230.00	\$0.00	\$0.00
Health Services	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	\$968.84	\$968.84	\$0.00	\$0.00

Total \$0.00 \$13,745.97 \$8,544.19 \$2,044.72

Total \$24,334.88



**TRANSPORTS ARRANGED**

MONTH	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
January	no info	69	144	68	65	75	104	102	88	97	76	97	74	85
February	54	65	127	72	56	76	75	85	90	106	52	100	74	59
March	56	75	116	76	76	71	89	86	99	112	48	80	67	80
April	58	75	95	86	80	68	62	92	98	93	54	97	76	83
May	63	66	106	76	77	93	79	102	74	98	64	86	97	76
June	71	71	115	81	65	72	85	77	83	82	63	84	75	86
July	66	74	81	88	63	68	77	80	93	79	61	102	53	85
August	74	80	88	89	77	102	95	60	90	74	73	82	75	95
September	55	85	78	93	90	91	68	78	106	60	80	69	56	85
October	76	88	76	66	94	103	90	91	91	60	73	96	86	89
November	88	66	65	59	90	99	84	68	120	50	77	76	67	70
December	58	100	63	71	94	76	76	104	113	60	82	68	52	70
<b>TOTAL</b>	<b>711</b>	<b>914</b>	<b>1,154</b>	<b>925</b>	<b>927</b>	<b>994</b>	<b>984</b>	<b>1,025</b>	<b>1,145</b>	<b>971</b>	<b>803</b>	<b>1,037</b>	<b>852</b>	<b>963</b>

2001 AVERAGE MONTHLY RIDES = 65  
 2002 AVERAGE MONTHLY RIDES = 76  
 2003 AVERAGE MONTHLY RIDES = 96  
 2004 AVERAGE MONTHLY RIDES = 77  
 2005 AVERAGE MONTHLY RIDES = 77  
 2006 AVERAGE MONTHLY RIDES = 83  
 2007 AVERAGE MONTHLY RIDES = 82  
 2008 AVERAGE MONTHLY RIDES = 85  
 2009 AVERAGE MONTHLY RIDES = 95  
 2010 AVERAGE MONTHLY RIDES = 81  
 2011 AVERAGE MONTHLY RIDES = 67  
 2012 AVERAGE MONTHLY RIDES = 86  
 2013 AVERAGE MONTHLY RIDES = 71  
 2014 AVERAGE MONTHLY RIDES = 80



**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>
<b>JAN '14</b>	<b>70</b>	<b>4</b>	<b>11</b>	<b>85</b>	<b>\$644.64</b>
<b>FEB '14</b>	<b>46</b>	<b>0</b>	<b>13</b>	<b>59</b>	<b>\$780.40</b>
<b>MARCH</b>	<b>55</b>	<b>8</b>	<b>17</b>	<b>80</b>	<b>\$1296.64</b>
<b>APRIL</b>	<b>58</b>	<b>5</b>	<b>20</b>	<b>83</b>	<b>\$597.24</b>
<b>MAY</b>	<b>67</b>	<b>0</b>	<b>9</b>	<b>76</b>	<b>\$435.52</b>
<b>JUNE</b>	<b>68</b>	<b>6</b>	<b>12</b>	<b>86</b>	<b>\$422.00</b>
<b>JULY</b>	<b>49</b>	<b>23</b>	<b>13</b>	<b>85</b>	<b>\$351.16</b>
<b>AUGUST</b>	<b>57</b>	<b>16</b>	<b>22</b>	<b>95</b>	<b>\$475.16</b>
<b>SEPT</b>	<b>60</b>	<b>0</b>	<b>25</b>	<b>85</b>	<b>\$503.16</b>
<b>OCT</b>	<b>75</b>	<b>1</b>	<b>13</b>	<b>89</b>	<b>\$373.80</b>
<b>NOV</b>	<b>61</b>	<b>0</b>	<b>9</b>	<b>70</b>	<b>\$211.44</b>
<b>DEC</b>	<b>59</b>	<b>2</b>	<b>9</b>	<b>70</b>	<b>\$394.82</b>
<b>JAN '15</b>					<b>\$131.75</b>

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



# 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.*

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Joy Janzen, 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 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



## INCOME MAINTENANCE CASELOAD HISTORY

Year	Jan	Feb	Mar	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	
2014	<b>MAXIS</b>	1860	1840	1835	1828	1812	1801	1806	1798	1776	1782	1780	1812
	MNCare	136	133	133	128	125	121						
	Day Care	53	49	49	52	52	55	53	51	52	50	50	49
	<b>Totals</b>	2049	2022	2017	2008	1989	1977						
	<b>Applications-MAXIS</b>	56	40	47	56	41	47	55	41	41	45	41	55
2013	<b>MAXIS</b>	1831	1826	1847	1836	1852	1863	1836	1836	1827	1847	1839	1850
	MNCare	369	377	372	377	373	375	373	373	356	350	361	145
	Day Care	56	54	52	49	53	57	64	60	53	51	50	50
	<b>Totals</b>	2256	2257	2271	2262	2278	2295	2273	2269	2236	2248	2250	2045
	<b>Applications-MAXIS</b>	84	59	80	81	76	49	67	78	70	87	77	79
2012	<b>MAXIS</b>	1813	1819	1820	1832	1848	1848	1842	1828	1813	1805	1804	1817
	MNCare	341	346	368	345	309	332	351	352	346	363	367	369
	Day Care	72	70	73	72	72	62	63	65	64	67	61	58
	<b>Totals</b>	2226	2235	2261	2249	2229	2242	2256	2245	2223	2235	2232	2244
	<b>Applications-MAXIS</b>	91	62	77	71	94	77	63	85	69	86	60	86
2011	<b>MAXIS</b>	1727	1748	1784	1827	1848	1847	1837	1843	1802	1823	1822	1827
	MNCare	521	532	442	381	354	354	336	346	350	343	347	347
	Day Care	72	71	71	80	72	80	87	82	84	81	80	74
	<b>Totals</b>	2320	2351	2297	2288	2274	2281	2260	2271	2236	2247	2249	2248
	<b>Applications-MAXIS</b>	84	79	115	100	84	92	73	100	62	96	84	65
2010	<b>MAXIS</b>	1686	1675	1705	1694	1686	1668	1676	1664	1665	1671	1695	1703
	MNCare	408	417	419	442	439	439	451	477	490	502	522	513
	Day Care	77	74	68	67	67	67	67	63	62	62	67	72
	<b>Totals</b>	2171	2166	2192	2203	2192	2174	2194	2204	2217	2235	2284	2288
	<b>Applications-MAXIS</b>	76	52	75	90	68	64	73	82	68	88	85	73

**MAXIS Cases:** Number of unduplicated cases open for all programs except MNCare & Child Care can be open on multiple programs per case.

**MNCare:** Number of cases open on MNCare that Aitkin County manages. Residents do have the option of having their MNCare cases managed at the State Level.

**Day Care:** Number of day care cases open.

**Total:** Total cases open.

**Applications – MAXIS:** New applications taken during month for MAXIS programs only. Does not include MN Care or Day Care.



# INCOME MAINTENANCE CASELOAD STATISTICS

2013 - 2014

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg
Total MAXIS Cases Open - Does not include MNCare & Day Care - 2014	1860	1840	1835	1828	1812	1801	1806	1798	1776	1782	1780	1812	1811
Total MAXIS Cases Open - Does not include MNCare & Day Care - 2013	1831	1826	1847	1836	1852	1863	1836	1836	1827	1847	1839	1850	1841
MinnesotaCare Cases - 2014	136	133	133	128	125	121							129
MinnesotaCare Cases - 2013	369	377	372	377	373	375	373	373	356	350	361	145	350
Day Care Cases - 2014	53	49	49	52	52	55	53	51	52	50	50	49	51
Day Care Cases - 2013	56	54	52	49	53	57	64	60	53	51	50	50	54
EA - Cases - 2014	7	5	3	5	4	3	3	6	4	4	3	1	4
EA - Cases - 2013	4	6	0	4	3	4	7	3	5	1	8	4	4
EA - Payments - 2014	5931	3776	1740	4093	3402	1809	2249	3542	1444	2405	963	970	2694
EA - Payments - 2013	1899	3636	0	3523	1601	2156	5652	2046	2962	374	4614	1380	2487
EGA - Cases - 2014	3	6	1	0	0	1	3	6	3	5	6	2	3
EGA - Cases - 2013	1	3	1	3	3	2	4	2	4	5	4	1	3
EGA - Payments - 2014	1402	2763	465	0	0	89	1199	2017	1105	1961	2330	750	1173
EGA - Payments - 2013	400	1048	400	1001	1149	708	1555	638	1528	2189	1470	370	1038
EMSA - Cases - 2014	0	0	0	0	0	0	0	0	0	0	0	0	0
EMSA - Cases - 2013	0	0	0	0	0	0	0	0	0	0	0	0	0
EMSA - Payments - 2014	0	0	0	0	0	0	0	0	0	0	0	0	0
EMSA - Payments - 2013	0	0	0	0	0	0	0	0	0	0	0	0	0
MA - Persons - 2014	2755	2729	2716	2703	2680	2666	2667	2665	2612				2688
MA - Persons - 2013	2796	2800	2803	2767	2798	2777	2747	2745	2744	2752	2734	2754	2768
MFIP - Cases - 2014	72	75	73	76	78	78	77	72	66	60	60	61	71
MFIP - Cases - 2013	79	76	76	76	76	75	78	75	71	77	73	70	68
GA - Cases - 2014	64	64	62	58	59	55	54	46	47	47	48	51	55
GA - Cases - 2013	52	58	62	59	55	58	61	59	56	59	56	55	58
MSA - Cases - 2014	92	90	88	90	88	88	90	91	89	88	87	88	89
MSA - Cases - 2013	88	86	86	88	87	90	88	88	88	91	91	92	89



# INCOME MAINTENANCE CASELOAD STATISTICS

2013 - 2014

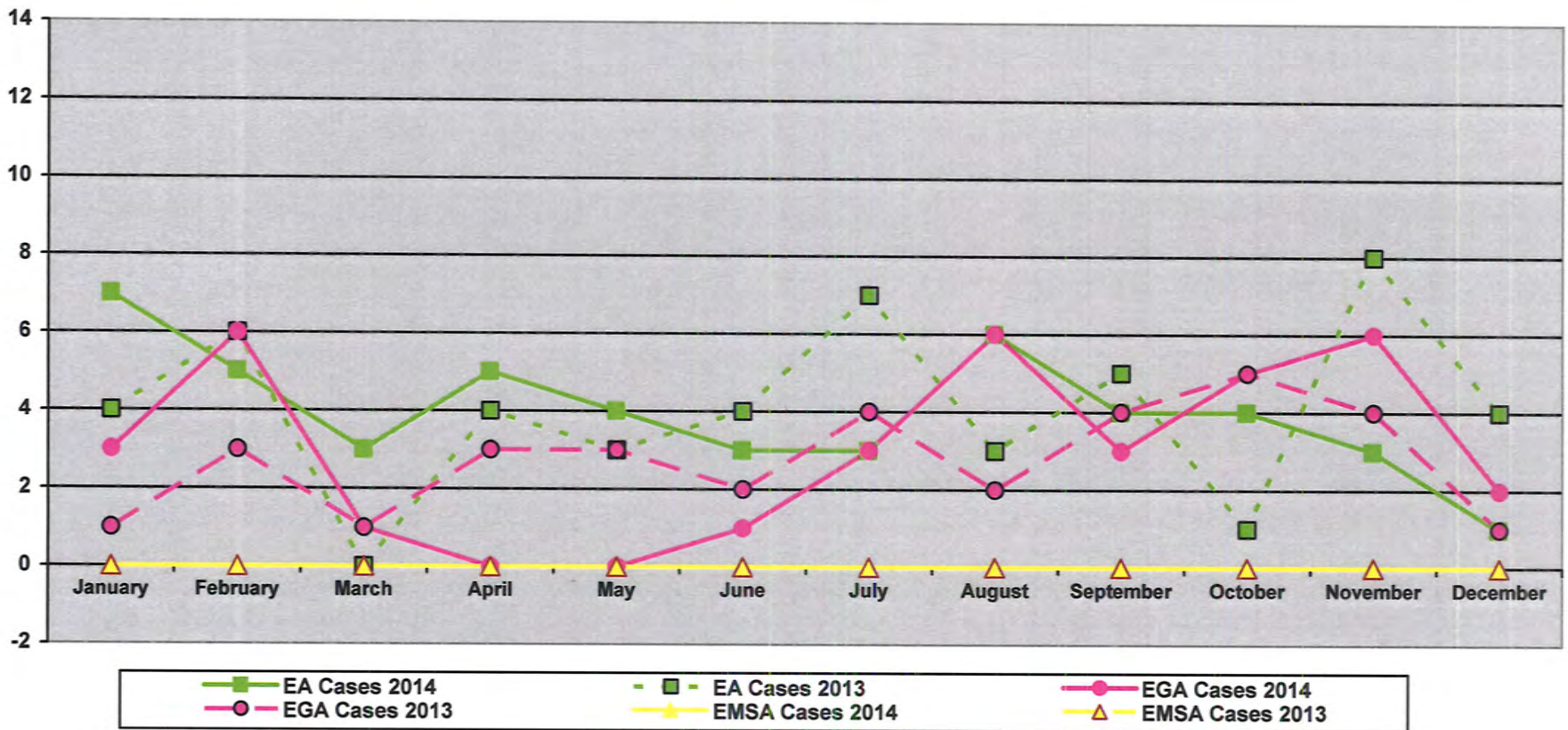
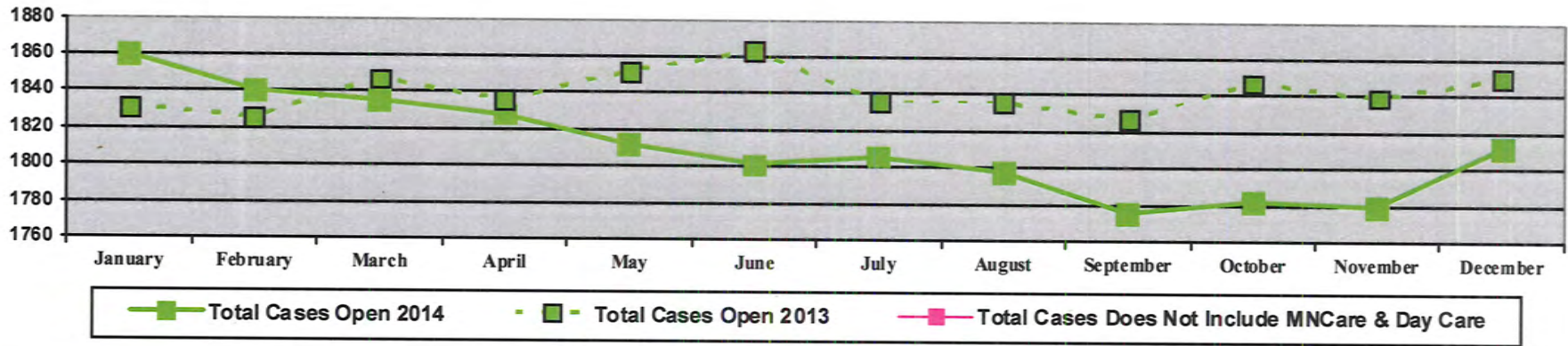
Page # 2

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg
GR - Cases - 2014	61	62	62	68	66	66	66	68	69	65	67	67	66
GR - Cases - 2013	63	65	66	64	65	67	63	62	63	61	62	59	63
Food Support - Cases - 2014	887	852	859	845	830	797	803	779	788	787	809	814	821
Food Support - Cases - 2013	897	898	925	925	914	911	919	927	902	915	897	898	911
DWP - 2014	12	11	12	14	11	7	6	5	6	5	3	5	89
DWP - 2013	8	5	8	8	11	13	14	10	4	7	6	10	9
WB (Work Benefit) - 2014	16	18	20	18	22	20	26	25	26	24	32	0	21
WB (Work Benefit) - 2013	15	17	20	19	23	14	20	22	12	21	26	22	19



# INCOME MAINTENANCE CASELOAD STATISTICS

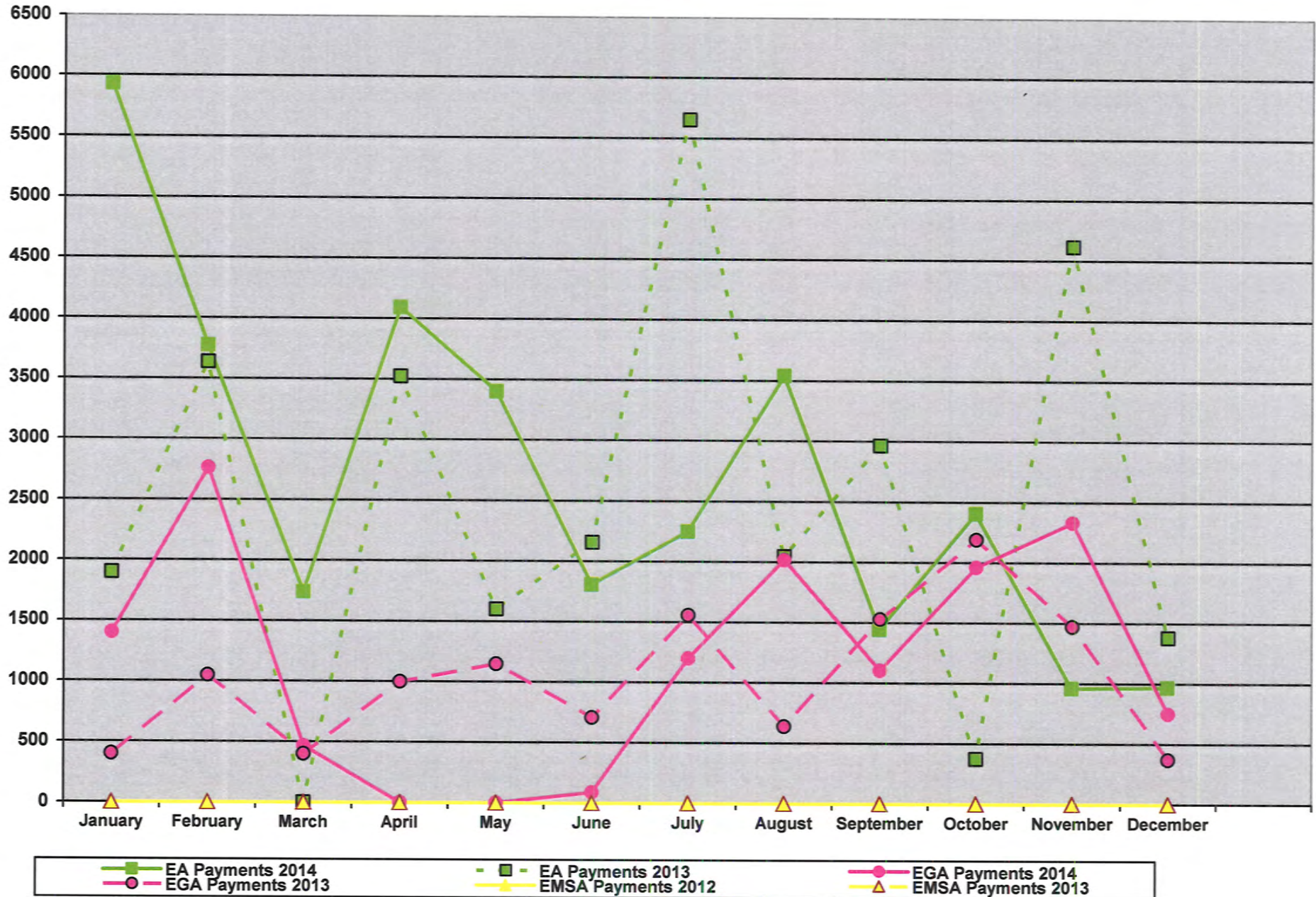
Chart 1





# INCOME MAINTENANCE CASELOAD STATISTICS

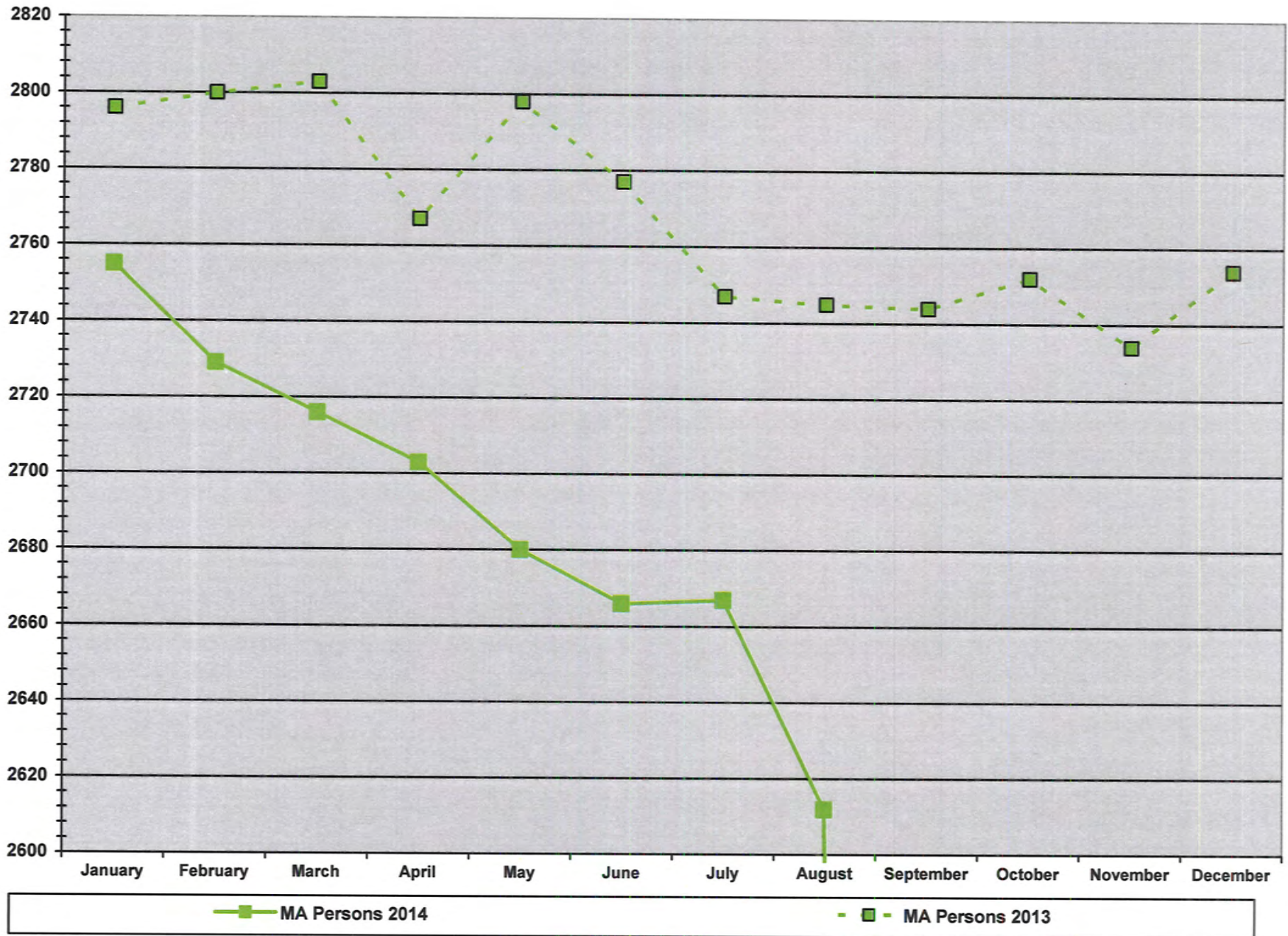
Chart 2





# INCOME MAINTENANCE CASELOAD STATISTICS

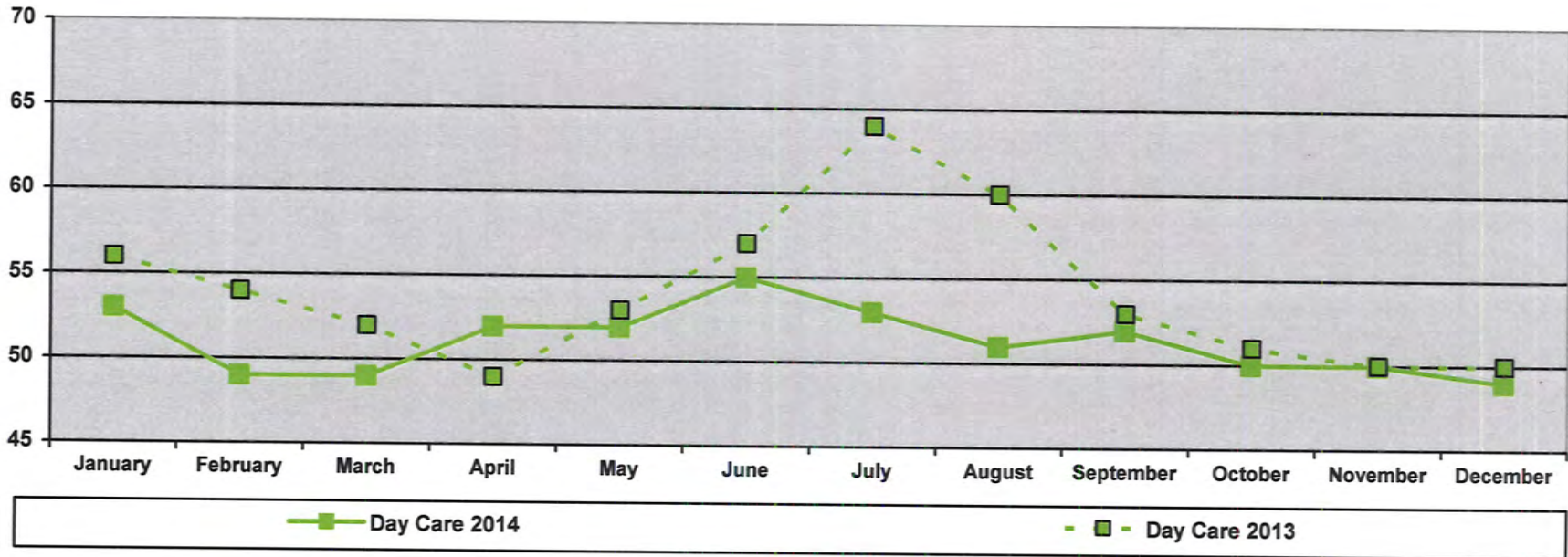
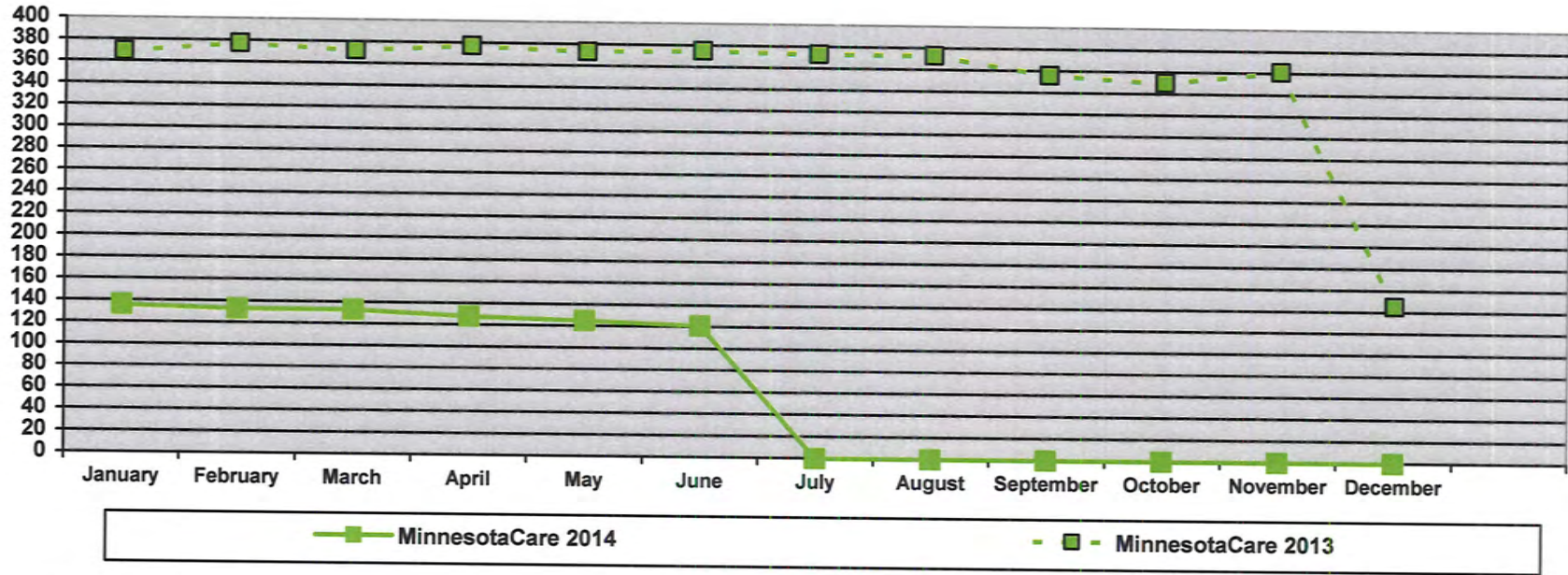
Chart 3





# INCOME MAINTENANCE CASELOAD STATISTICS

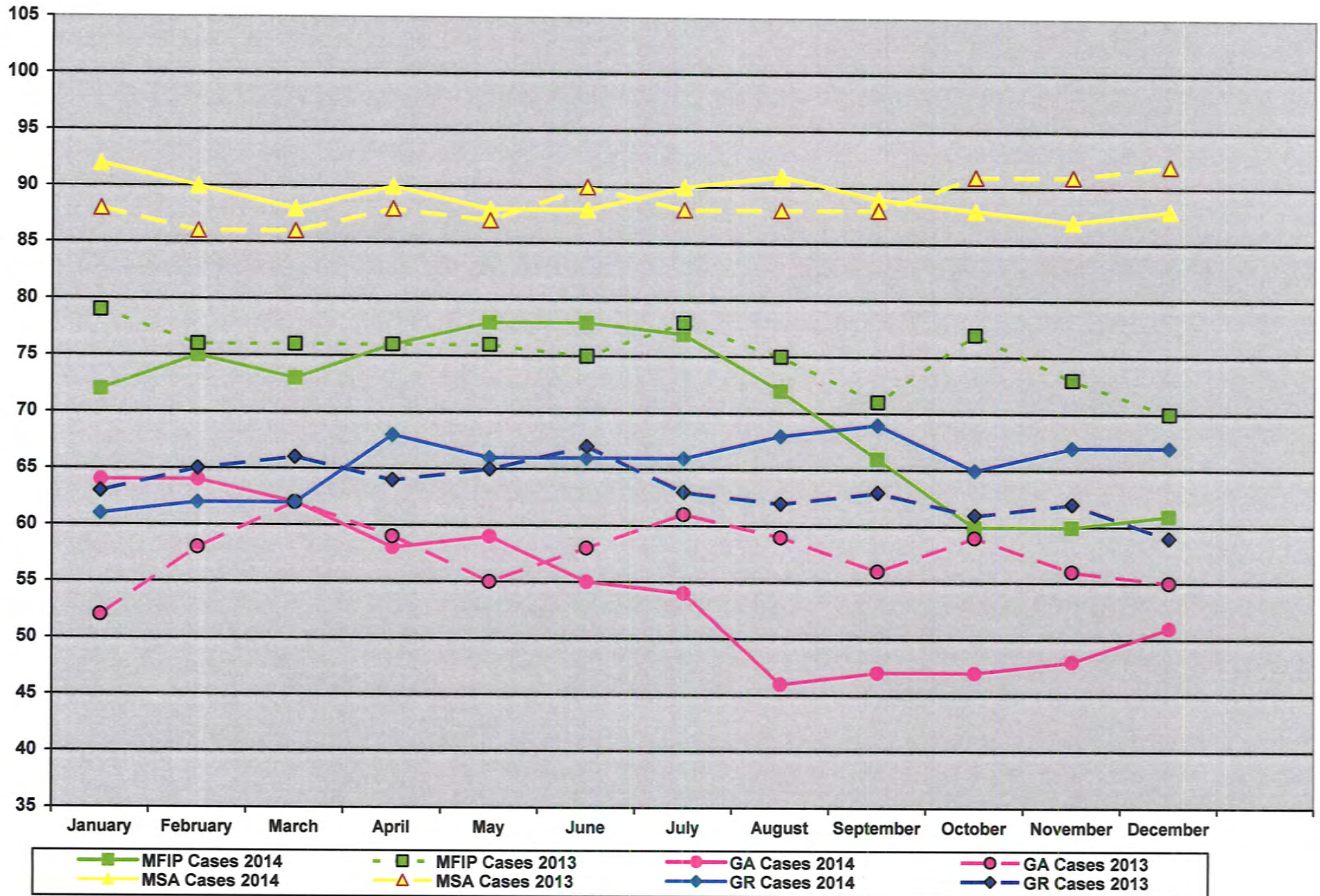
Chart 4





# INCOME MAINTENANCE CASELOAD STATISTICS

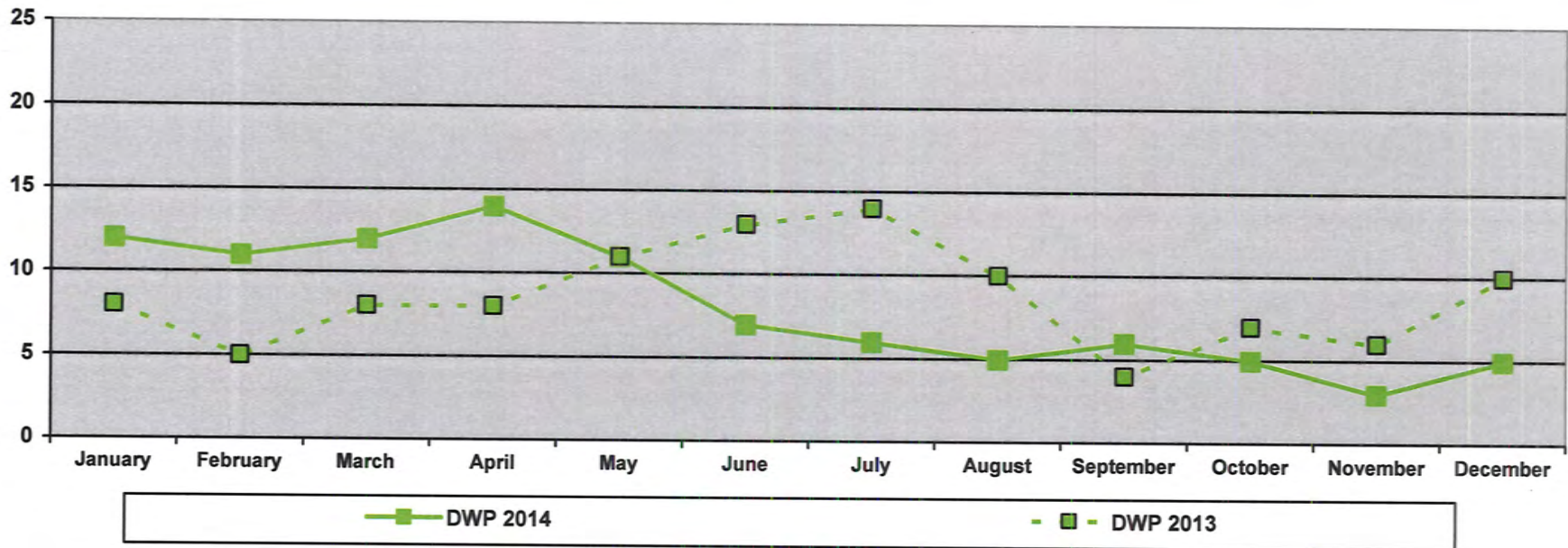
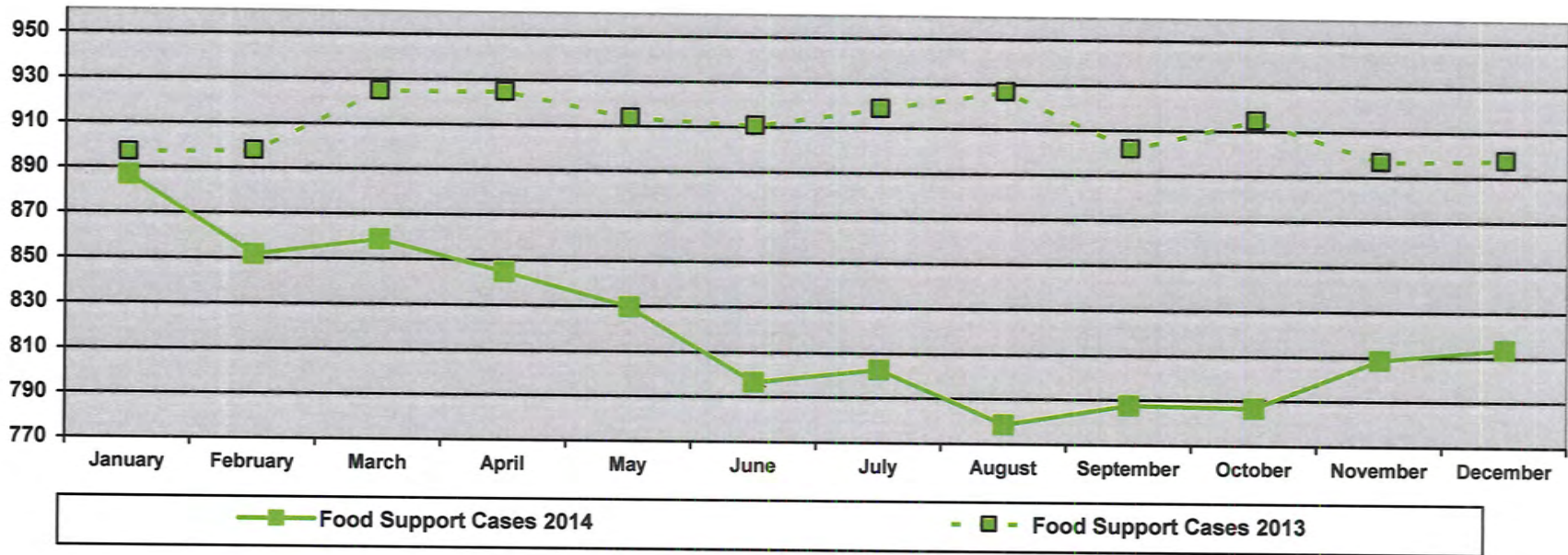
Chart 5





# INCOME MAINTENANCE CASELOAD STATISTICS

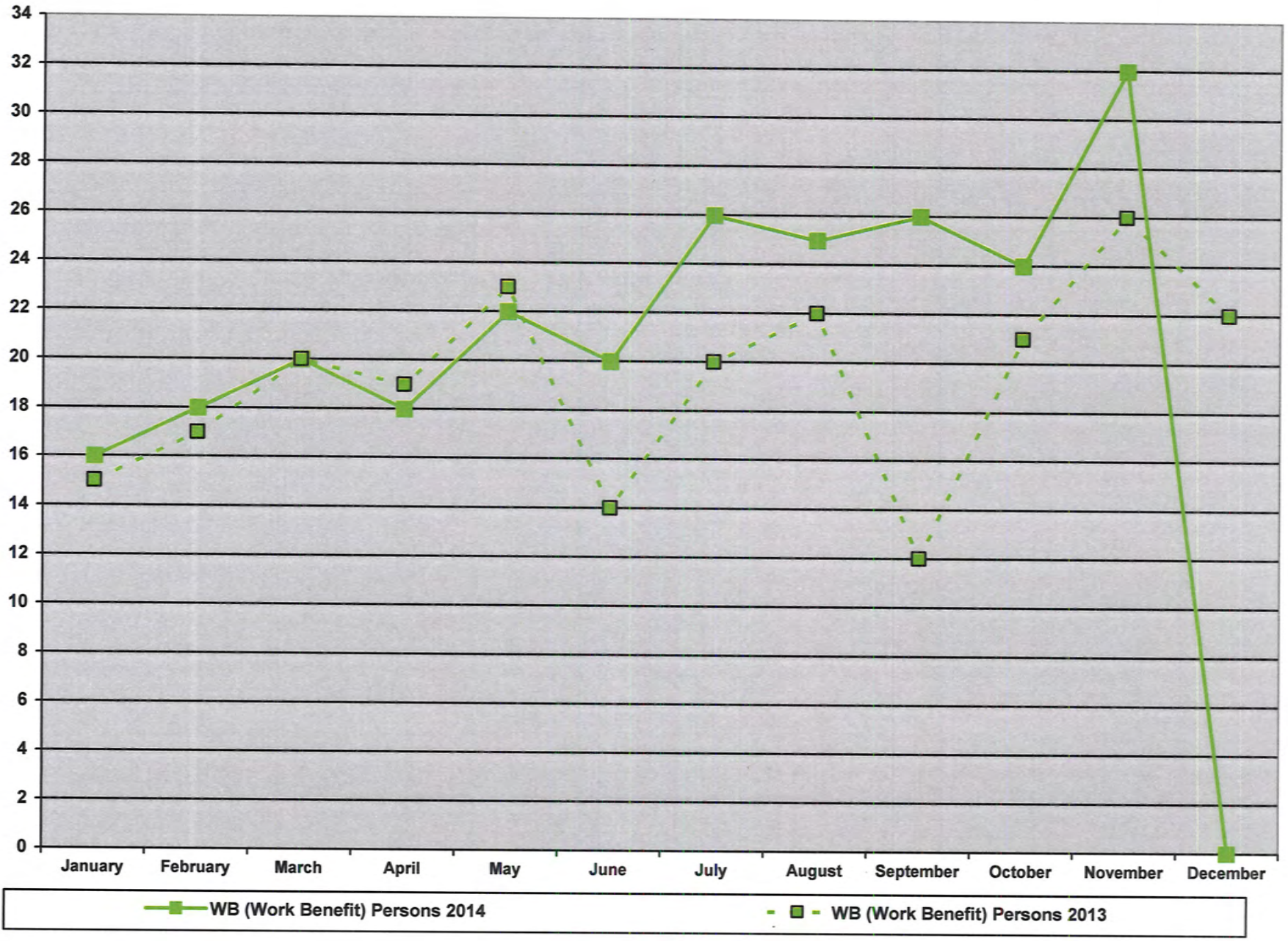
Chart 6





# INCOME MAINTENANCE CASELOAD STATISTICS

Chart 7





# SOCIAL SERVICE CASELOAD STATISTICS

2013 - 2014

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg
Total Cases Open - 2014	518	526	511	528	540	547	540	529	518	540	549	567	534
Total Cases Open - 2013	519	489	478	496	533	542	523	511	501	524	530	517	514
Total Number of Workgroups - 2014	536	544	530	550	566	572	563	553	544	563	573	594	557
Total Number of Workgroups - 2013	540	510	498	516	556	566	547	533	523	541	550	538	535
Total Client Count - 2014	1068	1084	1096	1143	1194	1183	1130	1109	1065	1115	1084	1126	1116
Total Client Count - 2013	997	963	940	972	1052	1062	1032	1031	1000	1050	1079	1044	1019
Cases Opened During the Month - 2014	34	30	40	35	36	35	17	29	42	48	40	43	36
Cases Opened During the Month - 2013	41	25	38	25	36	35	27	21	23	37	29	21	30
Cases Closed During the Month - 2014	29	23	31	29	22	22	42	13	28	27	31	27	27
Cases Closed During the Month - 2013	38	26	27	26	21	37	36	40	15	20	29	30	29
Intakes During the Month - 2014	64	64	75	55	57	67	62	64	83	82	53	72	67
Intakes During the Month - 2013	81	72	66	63	68	59	84	57	51	70	48	61	65
Children in Out of Home Placements													
* Individual Children - Monthly - 2014	22	21	27	26	29	29	27	27	26	20	19	21	25
* Individual Children - Monthly - 2013	22	25	26	22	24	23	24	25	23	23	26	24	24
Adm - 2014	11	10	14	16	15	15	18	18	18	14	12	13	15
Adm - 2013	14	15	14	9	8	10	15	17	16	17	20	14	14
IV-E - 2014	11	11	13	10	14	14	9	9	8	6	7	8	10
IV-E - 2013	8	10	11	13	16	13	9	8	7	6	6	10	10
Changes in Placements Away From Home - 2014	10	7	9	3	12	11	5	4	7	3	1	5	6
Changes in Placements Away From Home - 2013	0	2	5	8	3	5	0	5	2	6	3	0	3
Court Appearances - 2014	16	11	13	15	28	28	10	23	11	15	1	14	15
Court Appearances - 2013	17	17	17	20	17	15	9	3	14	18	4	18	14
Maltreatment Screenings - Adult - 2014	5	8	9	11	12	12	14	12	13	13	9	10	11
Maltreatment Screenings - Adult - 2013	13	11	13	10	10	11	12	5	5	9	8	14	10
Maltreatment Screenings - Children - 2014	15	15	20	11	13	6	5	8	16	12	12	7	12
Maltreatment Screenings - Children - 2013	9	11	11	15	13	9	17	5	12	11	11	5	11



# SOCIAL SERVICE CASELOAD STATISTICS

2013 - 2014 - Page # 2

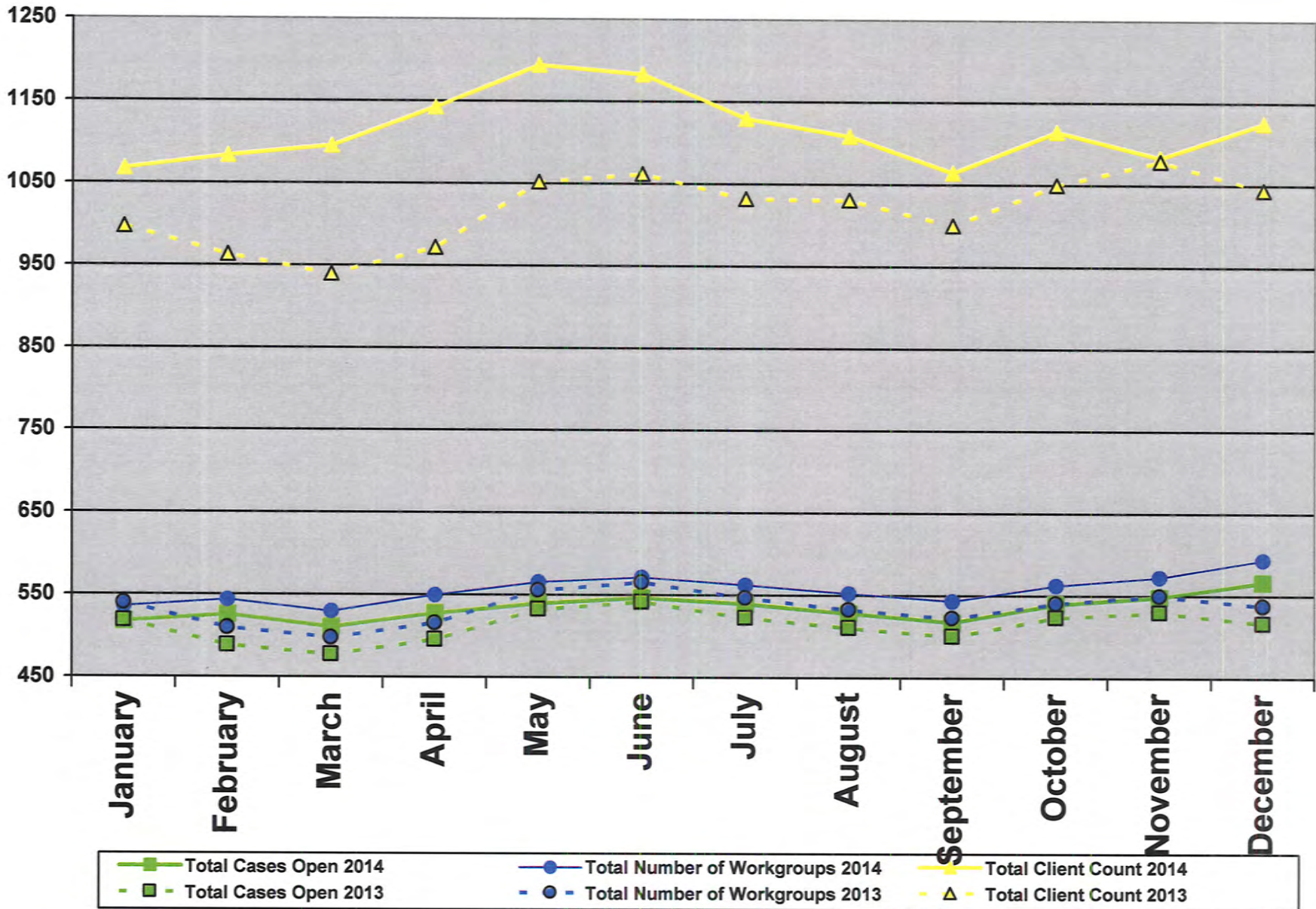
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg
Day Care Homes - Total # Licensed - 2014	28	27	26	26	26	27	27	28	28	28	28	28	27
Day Care Homes - Total # Licensed - 2013	28	28	29	29	30	30	30	30	30	30	29	28	29
Child Foster Care Homes - Total # Licensed - 2014	10	11	11	11	12	12	12	13	13	13	13	13	12
Child Foster Care Homes - Total # Licensed - 2013	15	11	8	8	9	9	9	9	10	9	10	10	10
Adult Foster Care Homes - Total # Licensed - 2014	9	8	8	8	8	7	7	7	8	9	9	9	8
Adult Foster Care Homes - Total # Licensed - 2013	9	9	9	9	9	9	9	9	9	9	8	8	9
Corporate Foster Care Homes - 2014	12	12	12	12	12	12	12	12	12	12	12	12	12
Corporate Foster Care Homes - 2013	13	13	13	13	13	13	13	12	12	12	12	12	13



# SOCIAL SERVICE CASELOAD STATISTICS

Chart 1

Total Cases Open / Total Number of Workgroups / Total Client Count

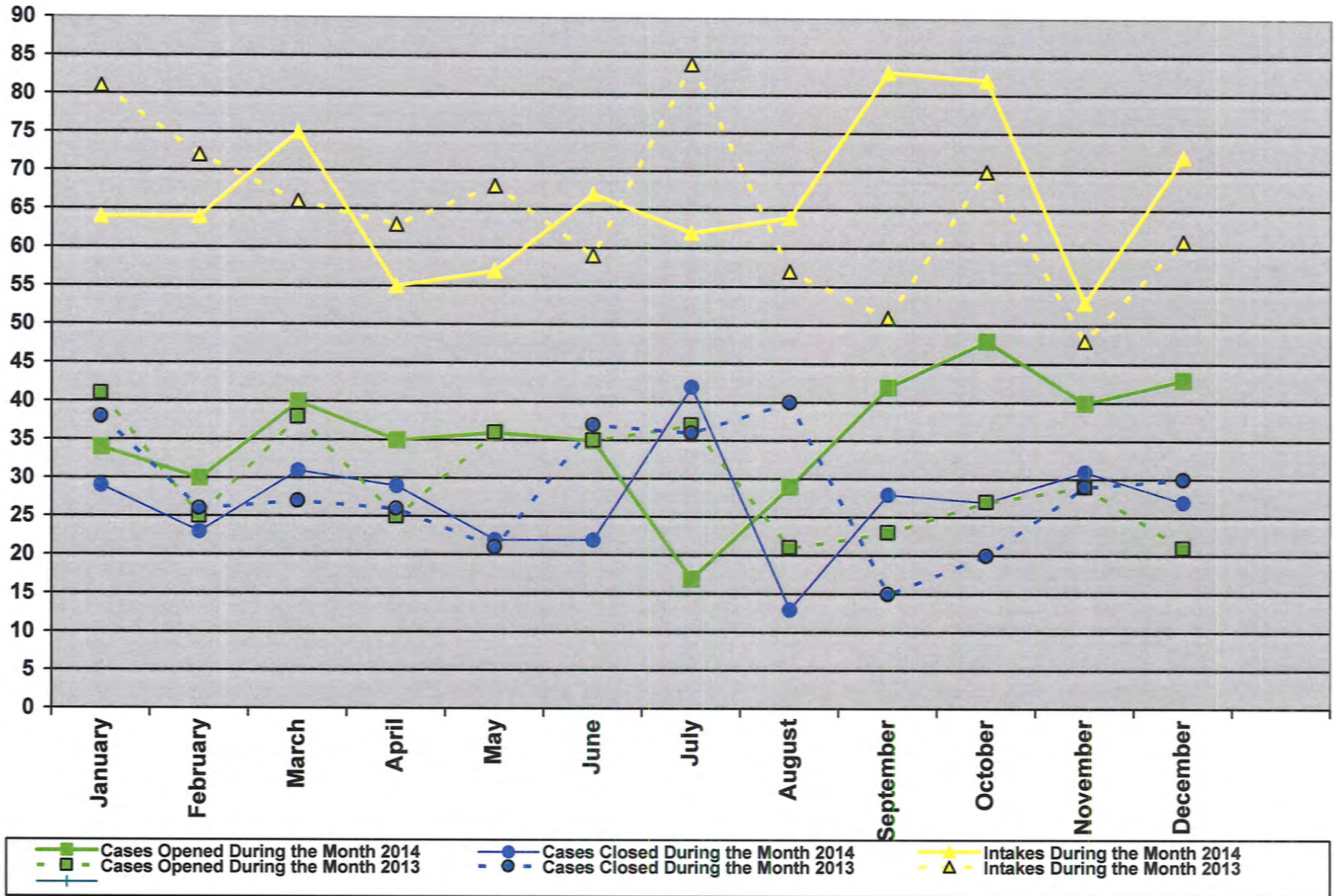




# SOCIAL SERVICE CASELOAD STATISTICS

Chart 2

Cases Opened During the Month / Cases Closed During the Month / Closed Assessments

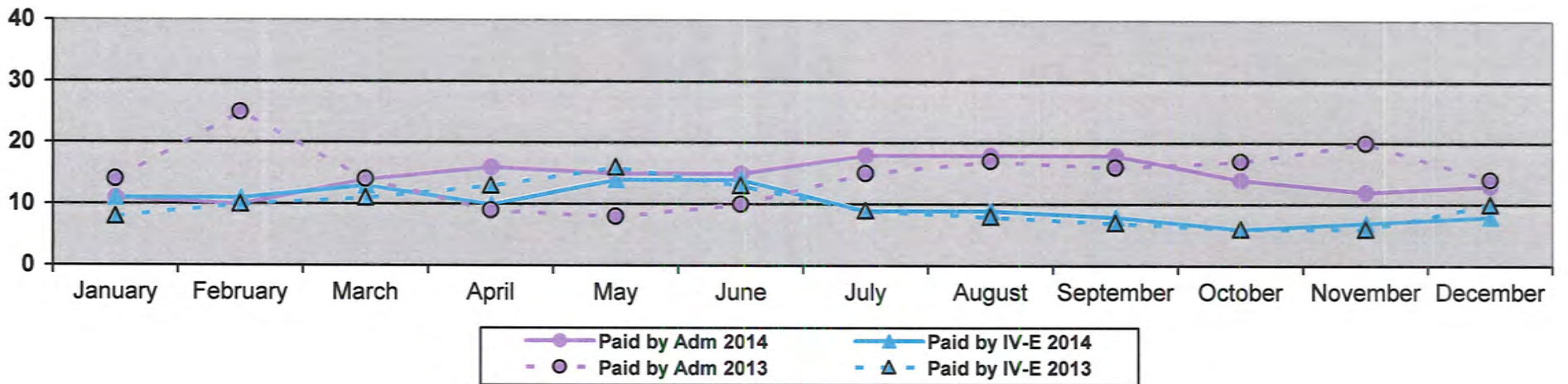
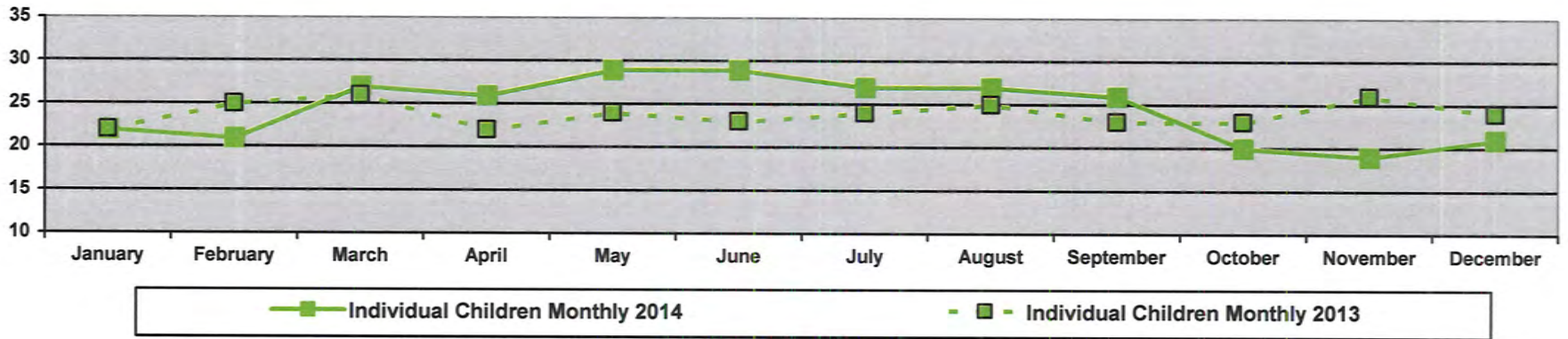




# SOCIAL SERVICE CASELOAD STATISTICS

## Children in Out of Home Placements

Chart 3

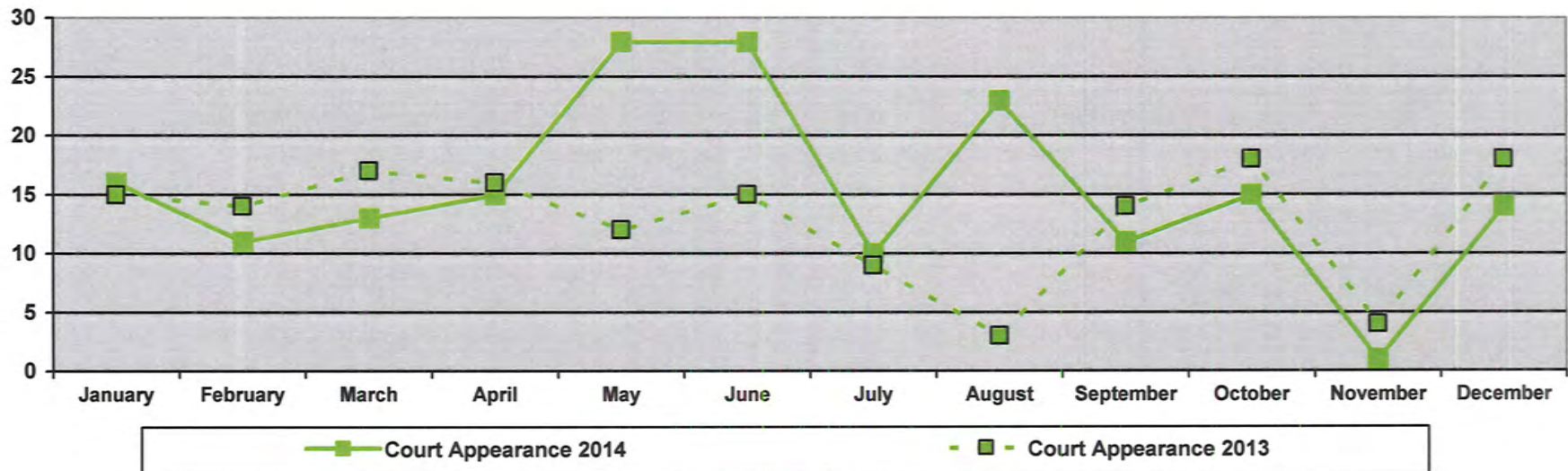
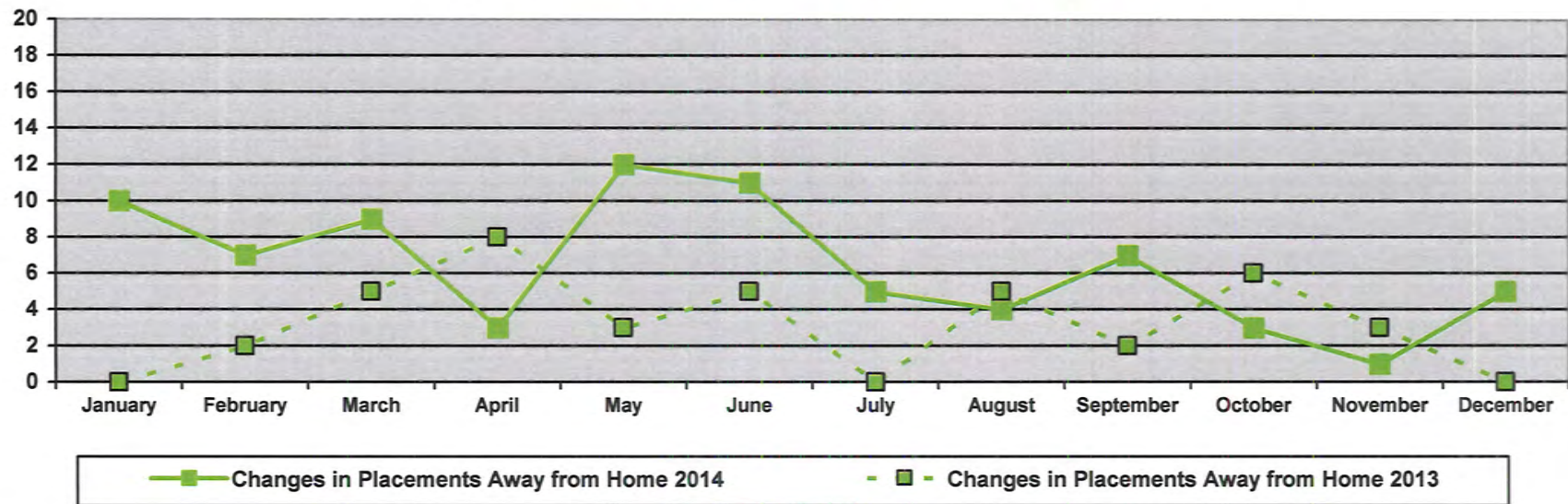




# SOCIAL SERVICE CASELOAD STATISTICS

Chart 4

## Changes in Placements Away from Home / Court Appearances

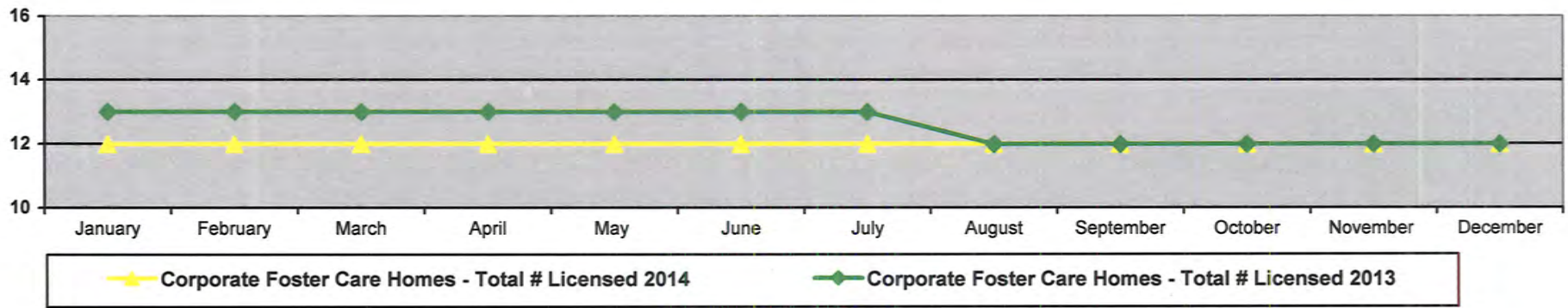
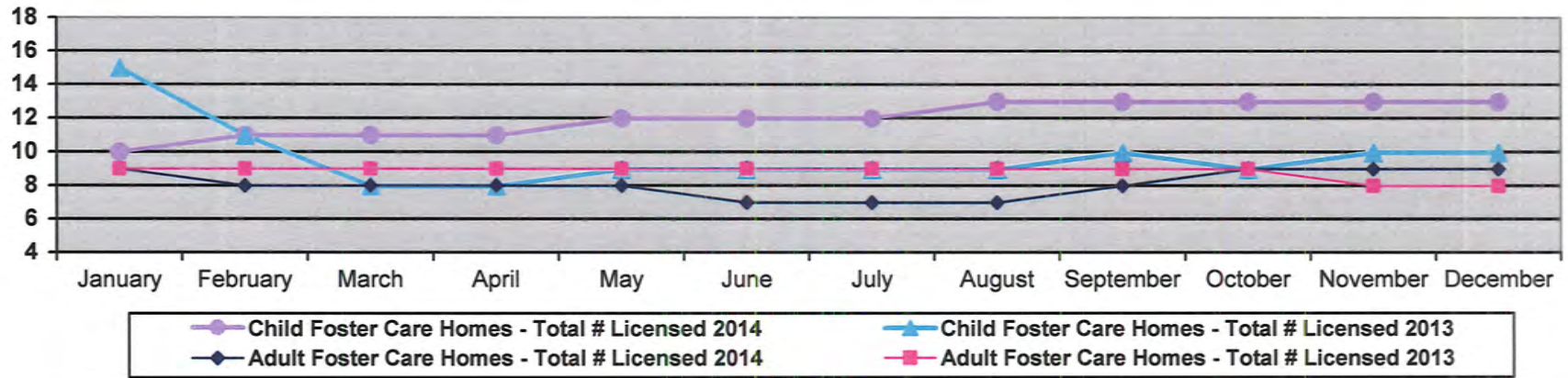
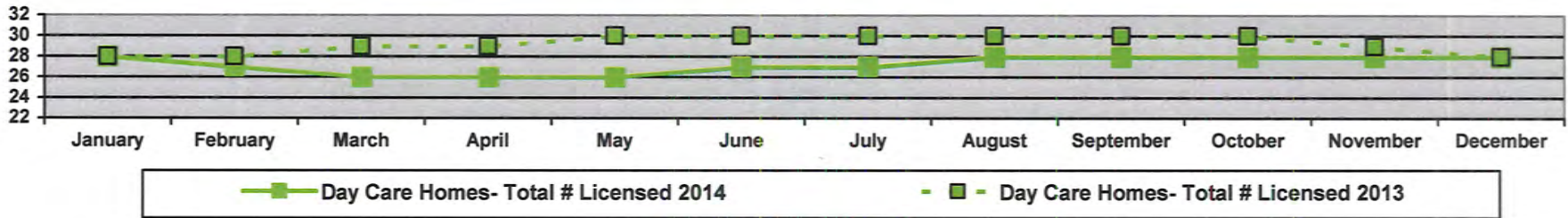




# SOCIAL SERVICE CASELOAD STATISTICS

## Licensed Day Care Homes, Child, Adult & Corporate Foster Care Homes

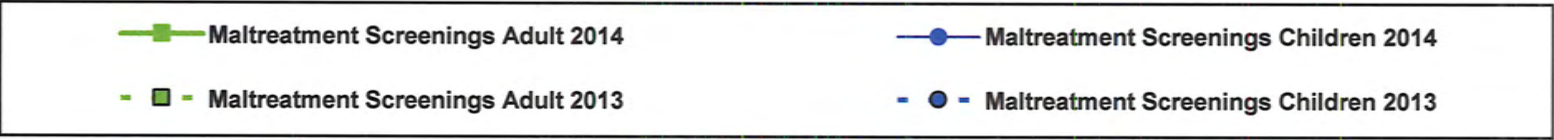
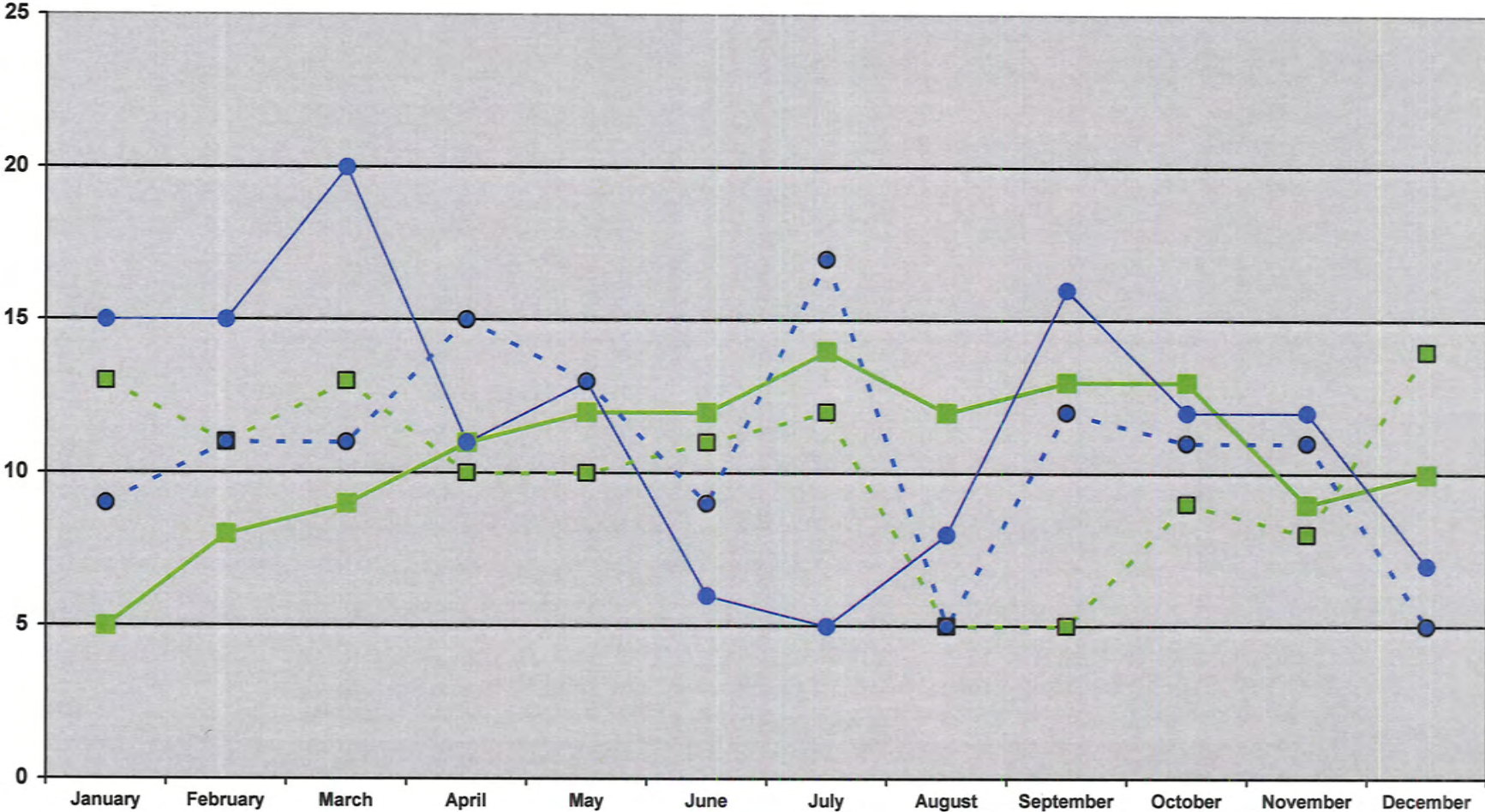
Chart 5





# SOCIAL SERVICE CASELOAD STATISTICS

Chart 6  
Maltreatment Screenings - Adult / Children









# PUBLIC HEALTH CASELOAD STATISTICS

## Monthly Essential Local Activities Report

2013 - 2014 - Page # 2

	Staff	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Avg	Totals
<b>Injury Prevention</b>															
Car Seats Distributed - 2014	NL/EM	4	4	4	5	7	4	6	7	5	4	10	4	5	64
Car Seats Distributed - 2013	NL/EM	1	2	0	3	1	3	0	3	1	1	2	1	2	18
<b>PREVENT THE SPREAD OF INFECTIOUS DISEASE</b>															
<b>Disease Prevention &amp; Control (DP&amp;C)</b>															
Office Visits (Blood Pressure Checks, Lice Checks, Temperature Checks, Ear Checks, Weight Checks, Hearing or Vision Checks) - 2014	JW	112	85	74	55	20	2	3	1	1	1	3	0	30	357
Office Visits (Blood Pressure Checks, Lice Checks, Temperature Checks, Ear Checks, Weight Checks, Hearing or Vision Checks) - 2013	JW	63	63	68	37	19	4	4	2	7	2	1	5	23	275
<b>Immunizations</b>															
Childhood, Adult, Flu, H1N1, etc. - 2014	JW	4	0	10	90	8	2	1	5	9	588	185	0	75	902
Childhood, Adult, Flu, H1N1, etc. - 2013	JW	37	4	4	30	27	6	0	1	210	446	186	4	80	955
<b>PROTECT AGAINST ENVIRONMENTAL HEALTH HAZARDS</b>															
Lead Screenings - 2014	JW	0	0	2f/u	1f/u	1f/u	2f/u	1f/u	2f/u	0	3 t	1f/u	0	0	0
Lead Screenings - 2013	JW	1	0	0	0	0	0	0	0	4	0	0	0	0	5
<b>PREPARE FOR AND RESPOND TO DISASTERS AND ASSIST COMMUNITIES IN RECOVERY</b>															
Health Alerts - 2014	SD	0	0	0	1	0	0	0	0	0	0	1	0	0	2
Health Alerts - 2013	SD	0	0	1	0	0	0	1	1	0	0	2	0	0	5
Health Advisories - 2014	SD	0	0	0	2	3	2	1	0	2	2	0	2	1	14
Health Advisories - 2013	SD	0	0	0	3	2	3	2	1	0	0	0	0	1	11
Exercises - 2014	SD	0	0	0	0	2	0	0	1	1	0	1	3	1	8
Exercises - 2013	SD	0	2	0	1	2	0	1	0	2	0	1	1	1	10
<b>ASSURE THE QUALITY OF ACCESSIBLE HEALTH SERVICES</b>															
Community Based Services (CBS) Caseload -2014	JP	174	175	173	168	165	163	175	181	188	204	211	216	183	
Community Based Services (CBS) Caseload -2013	JP	175	175	175	175	176	177	177	175	176	174	173	173	175	
CBS Billable Units - 2014	JP	1150	956	1491	1642	1266	1423	1307	1329	1333	1476	1075	1421	1322	
CBS Billable Units - 2013	JP	1424	1122	1268	1134	1235	1034	1059	925	945	1262	1028	1265	1142	





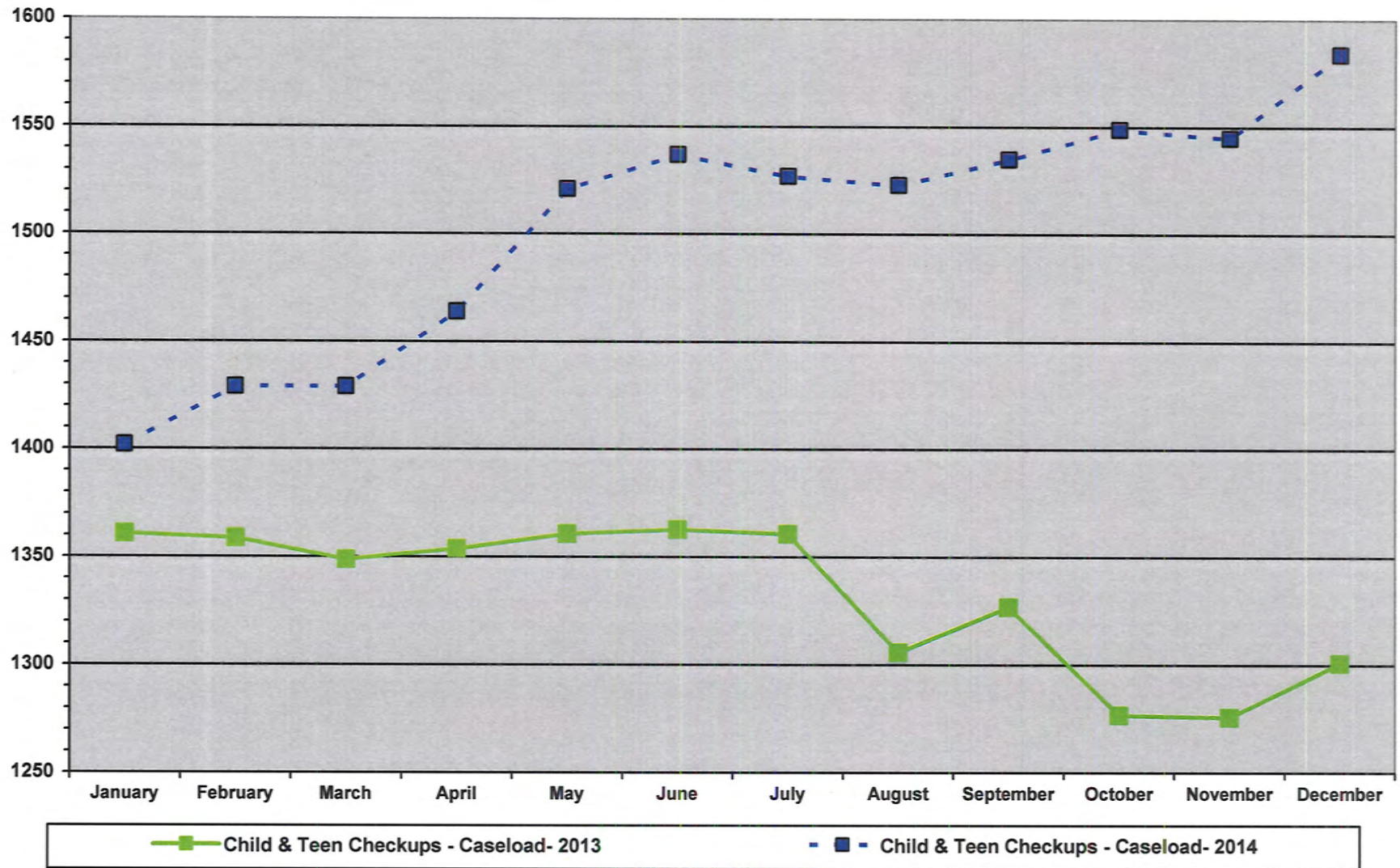


# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 1

### Child & Teen Checkups (C&TC) Outreach - Caseloads





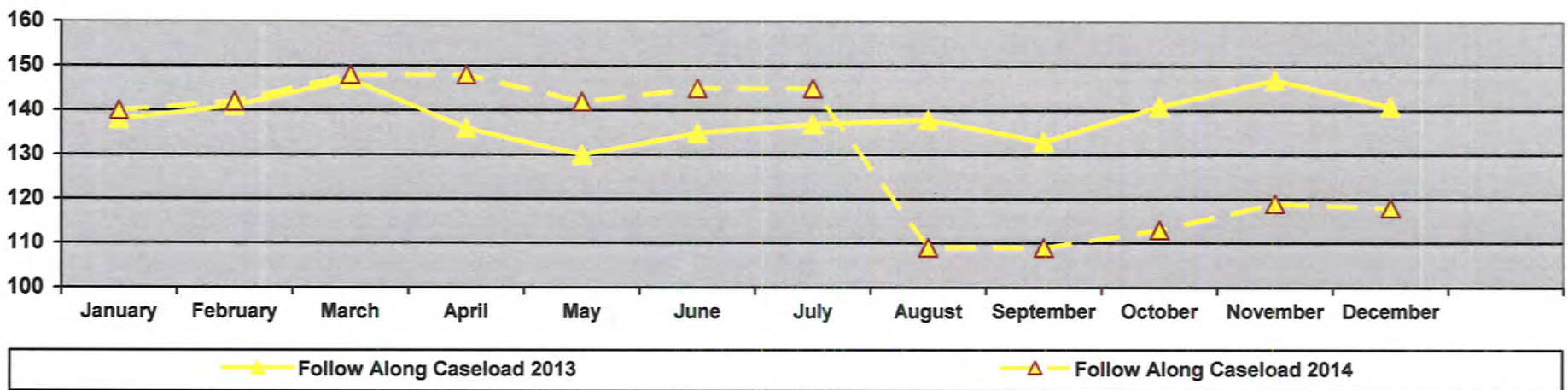
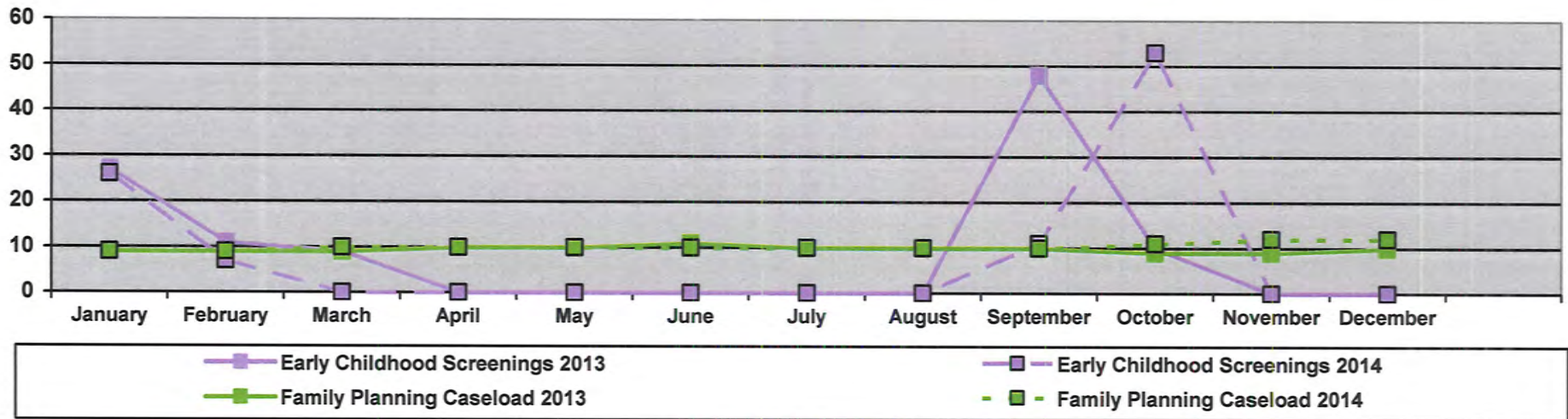
# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 2

## Family Health

Early Childhood Screening (ECS) / Family Planning / Follow Along





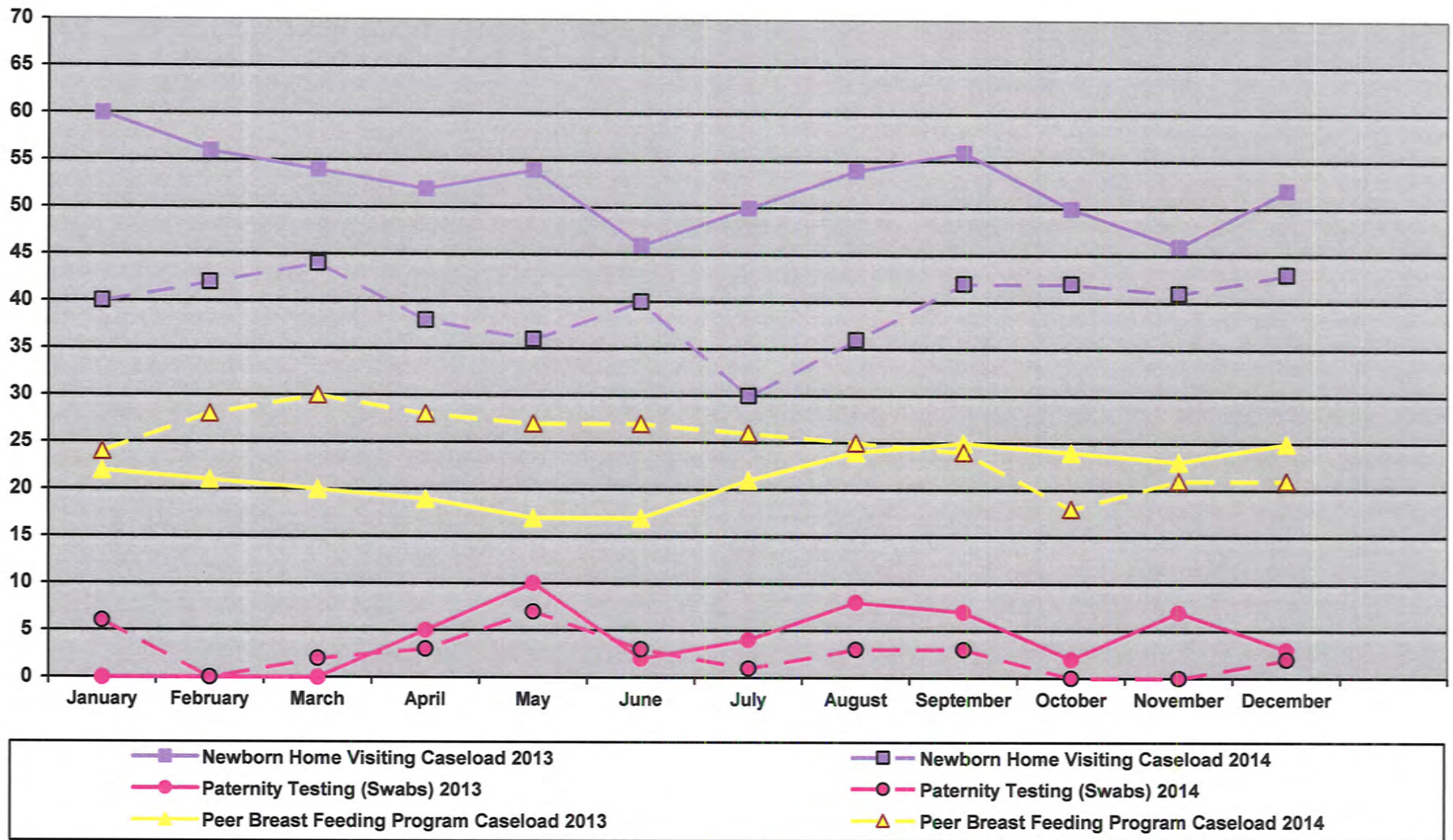
# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 3

## Family Health

Newborn Home Visiting / Paternity Testing / Peer Breast Feeding Program



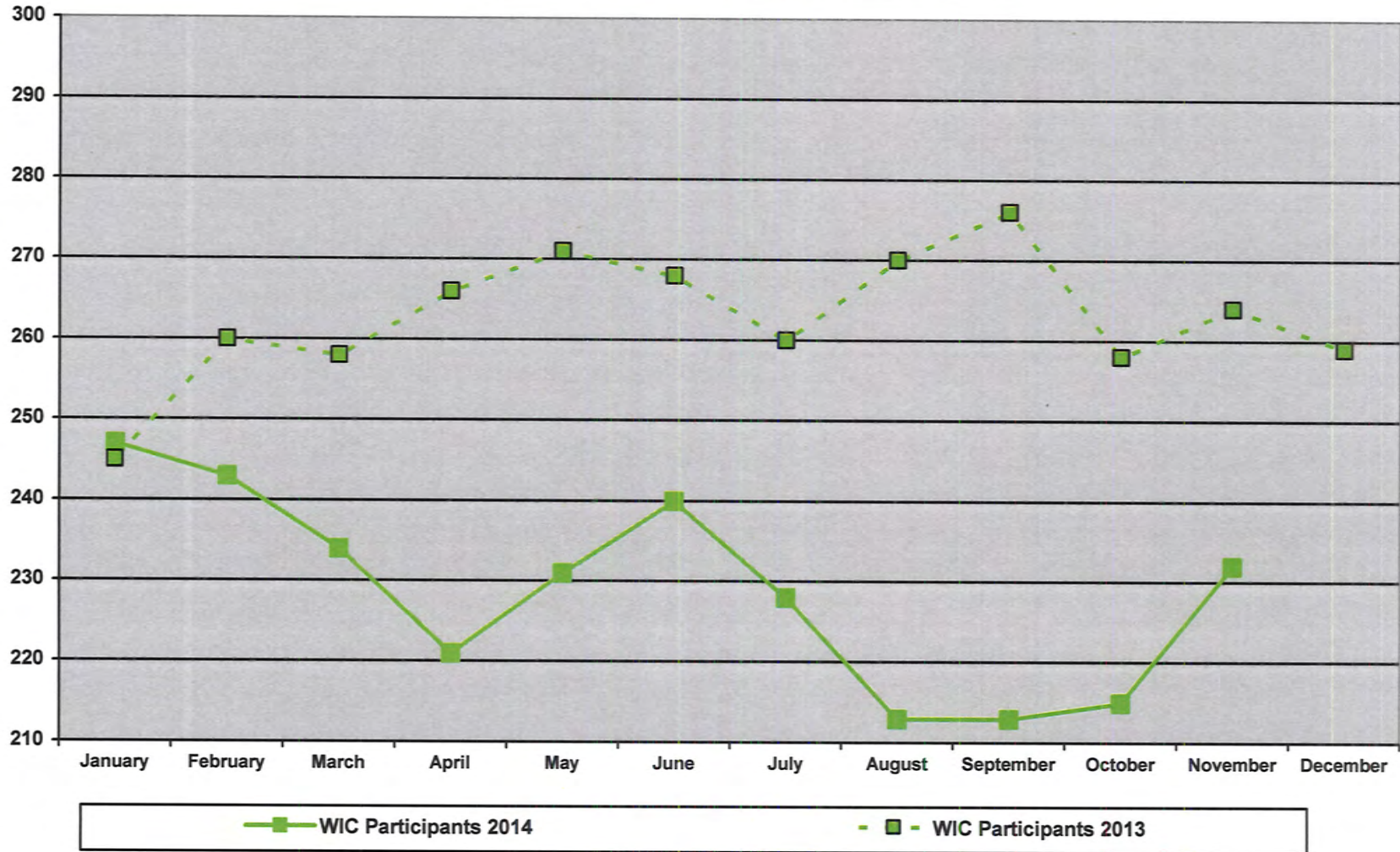


# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 4

## WIC (Women, Infants and Children) Participants



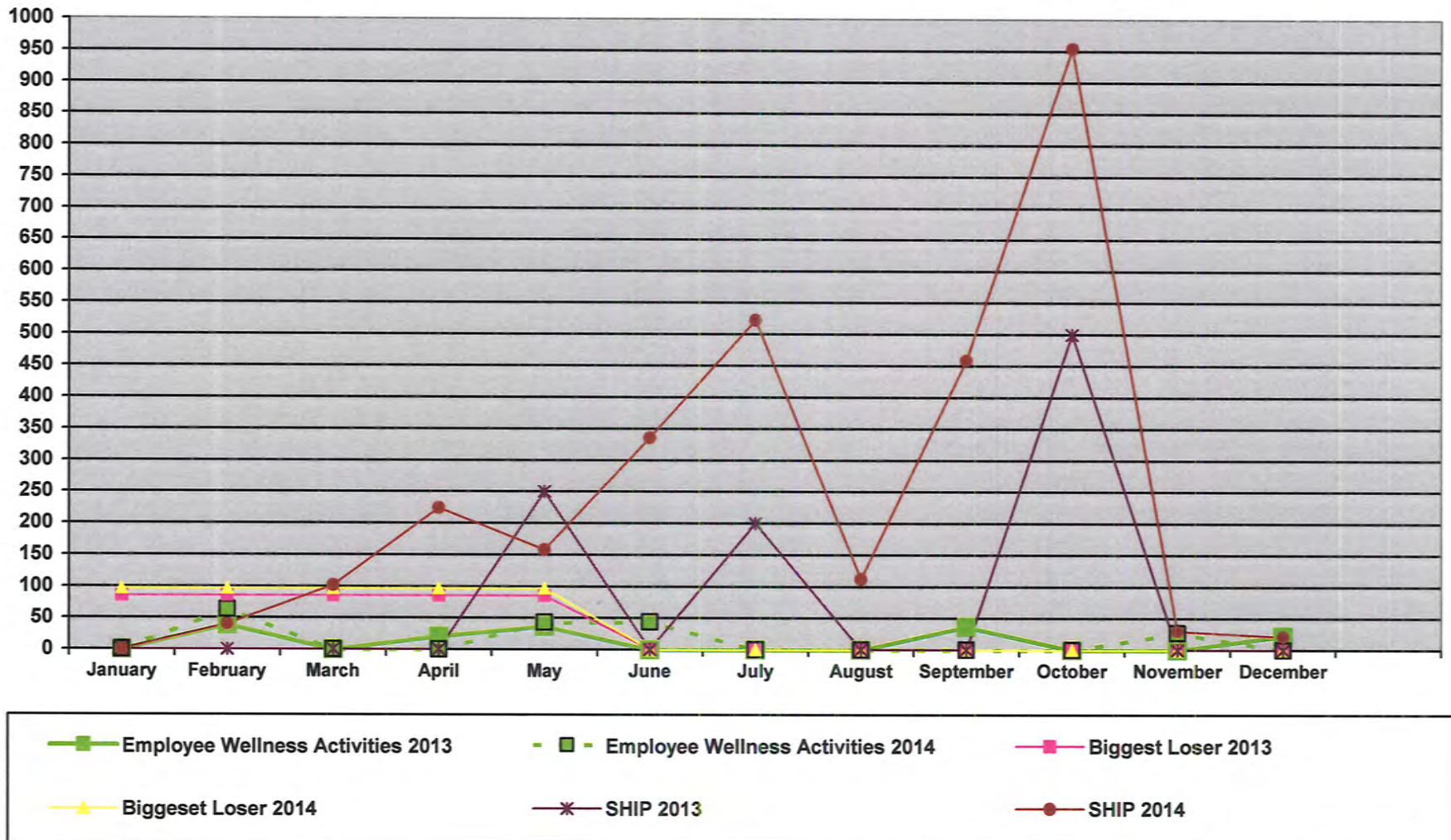


# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 5

**General Health Promotion (Participants)**  
**Aitkin County Health Promotion Team Employee Wellness Activities / Biggest Loser / SHIP**



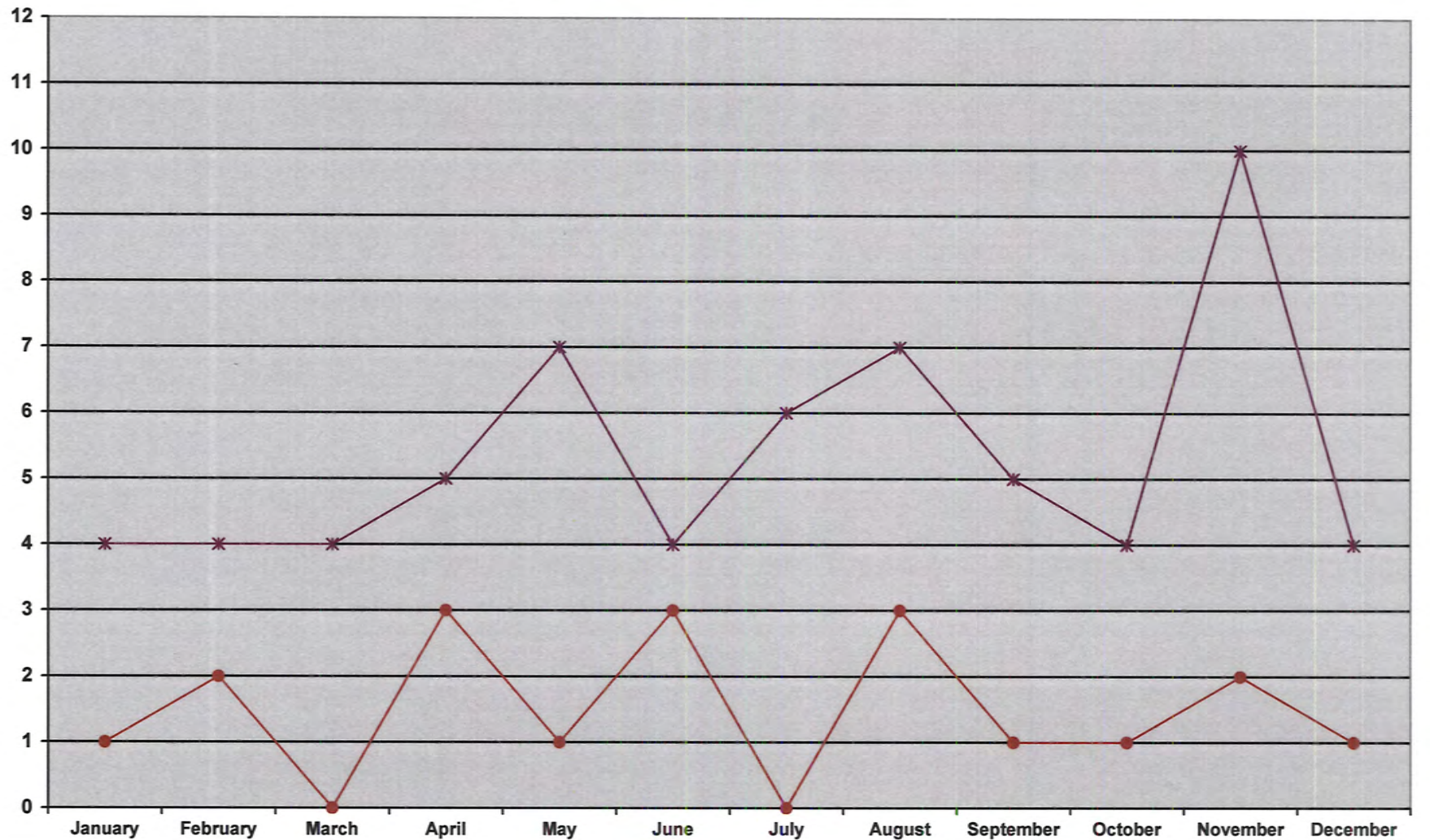


# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 6

## Injury Prevention – Car Seat Distribution



—\*— Car Seats Distributed 2014

—●— Car Seats Distributed 2013

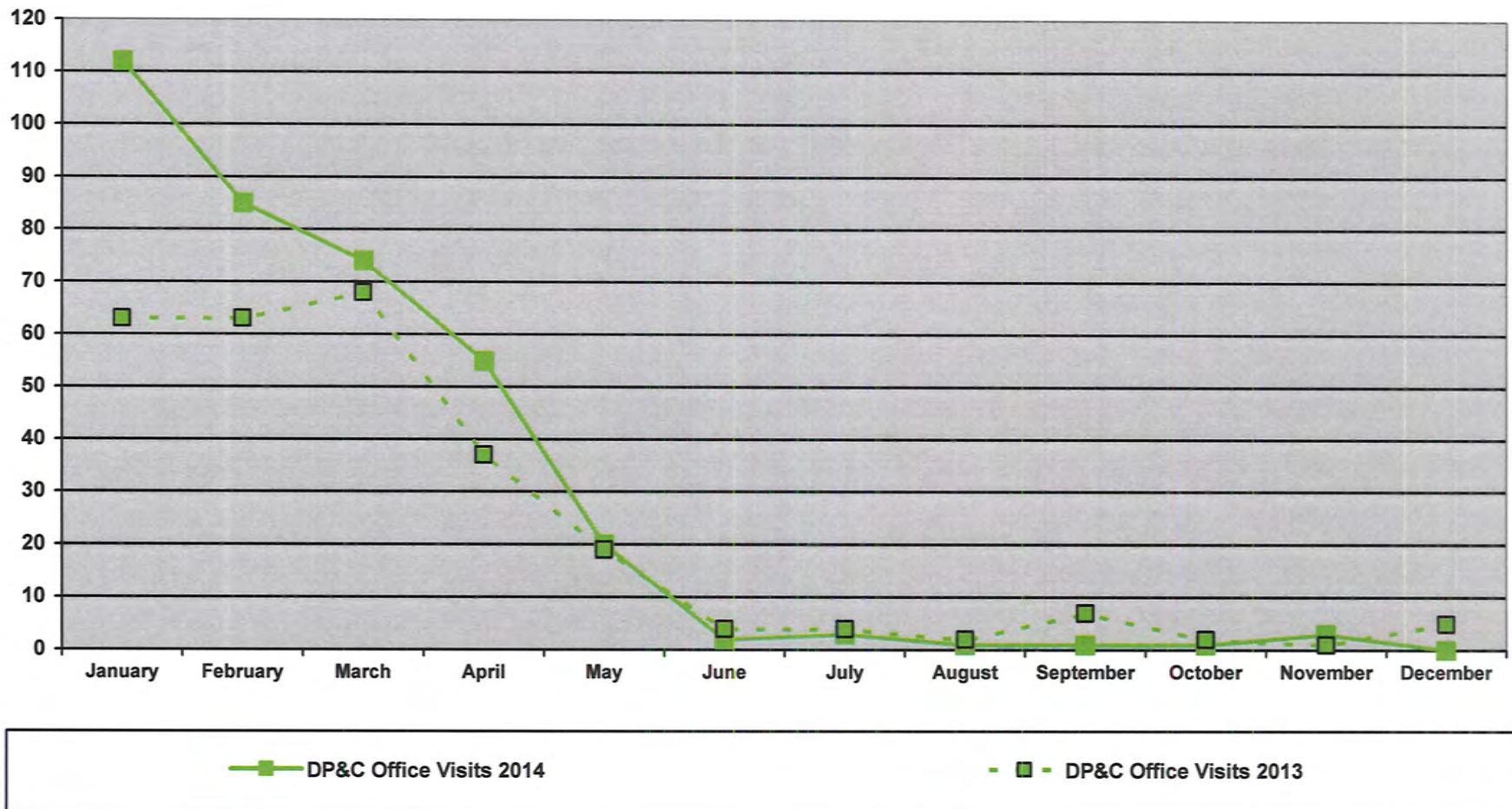


# PUBLIC HEALTH STATISTICS

PROMOTE HEALTHY COMMUNITIES & HEALTHY BEHAVIORS

Chart 7

**Disease Prevention & Control (DP&C) - Office Visits**  
**Includes: Blood Pressure Checks, Lice Checks, Temperature Checks, Ear Checks, Weight Checks, Hearing or Vision Checks**



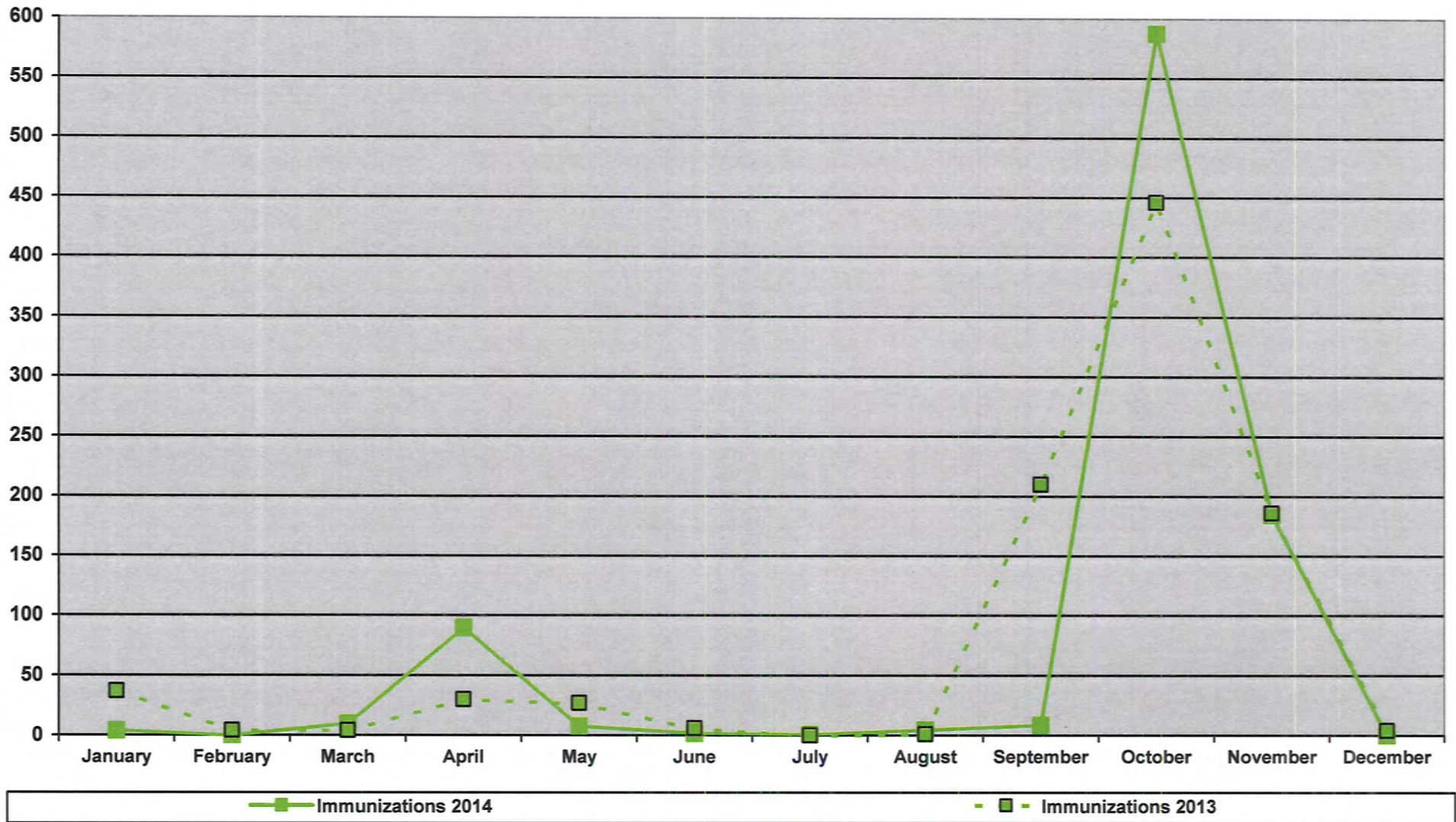


# PUBLIC HEALTH STATISTICS

PREVENT THE SPREAD OF INFECTIOUS DISEASE

Chart 8

**Immunizations – Childhood/Adult/Flu/TB**  
**Trainings (Blood Borne Pathogens, Lyme Disease, Infection Control, Sexually Transmitted Disease/Infections)**



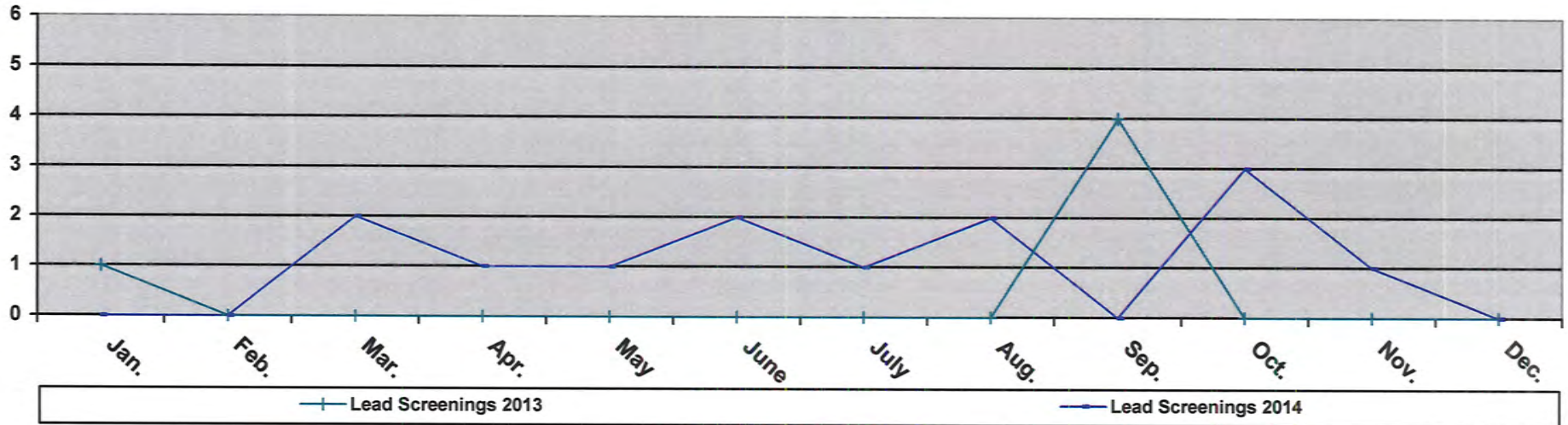


# PUBLIC HEALTH STATISTICS

PROTECT AGAINST ENVIRONMENTAL HEALTH HAZARDS

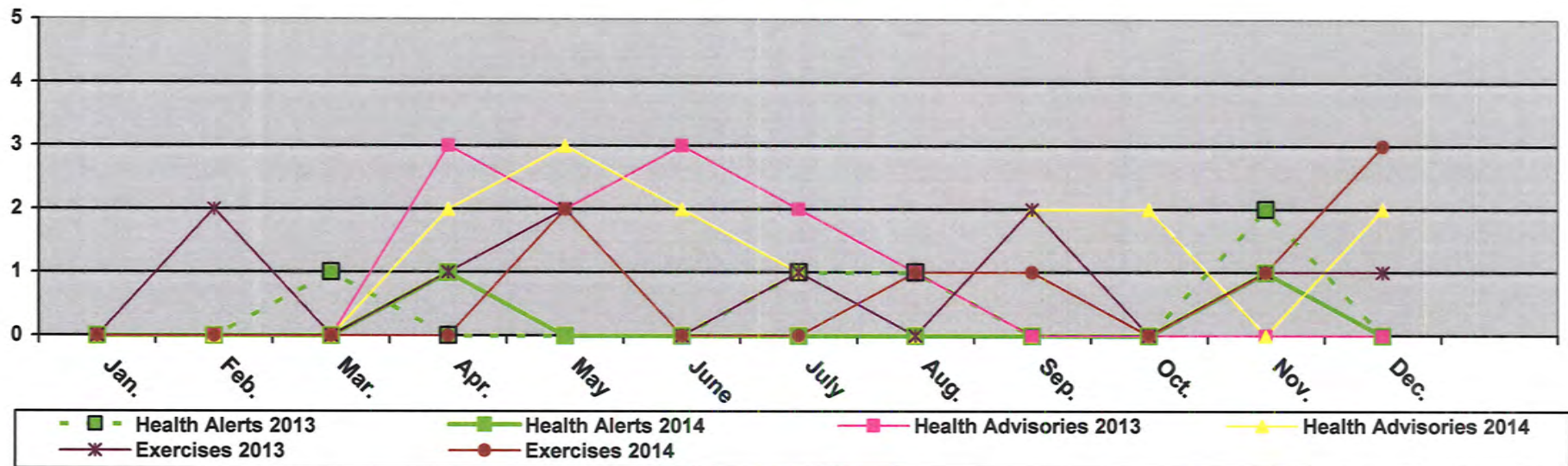
Chart 9

Includes: Lead Screenings



PREPARE FOR AND RESPOND TO DISASTERS AND ASSIST COMMUNITIES IN RECOVERY

Includes: Health Alerts / Health Advisories / Exercises





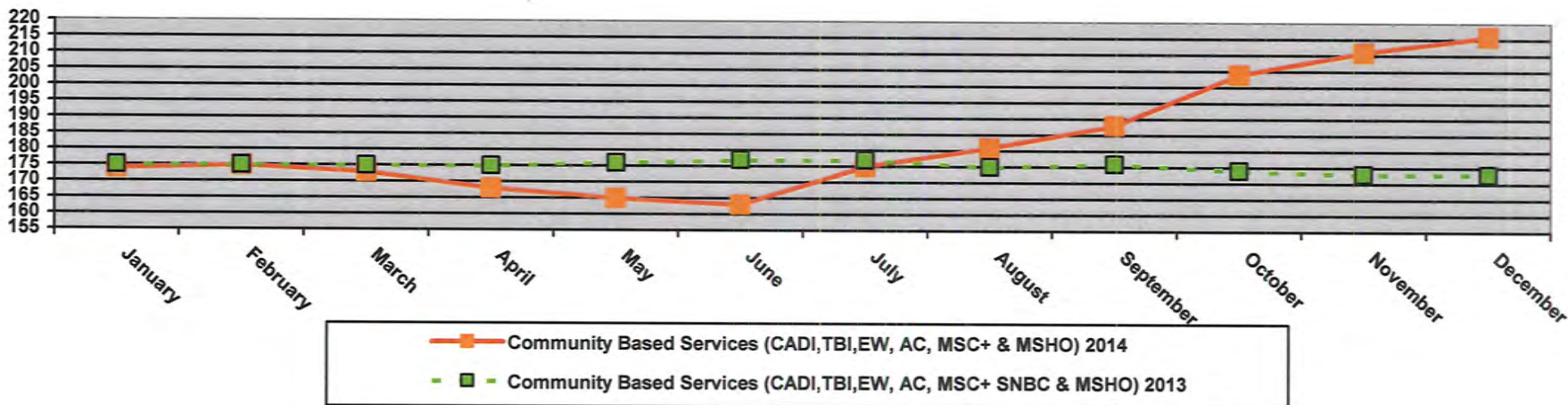
# PUBLIC HEALTH STATISTICS

ASSURE THE QUALITY OF ACCESSIBLE HEALTH SERVICES

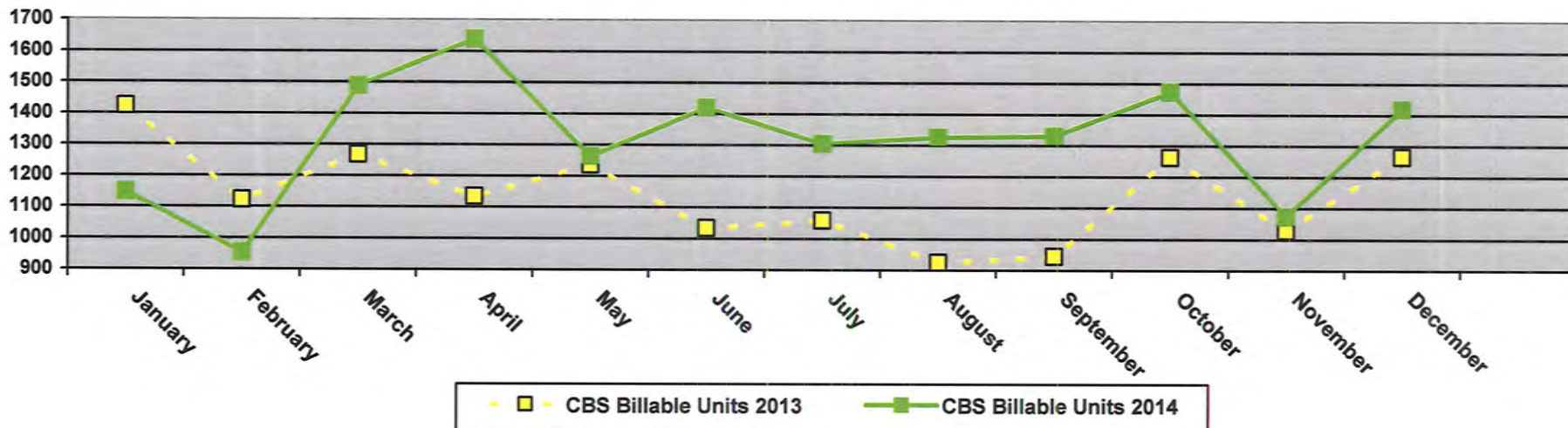
Chart 10

## Community Based Services (CBS)

**Includes: Community Alternative for Disabled Individuals (CADI), Traumatic Brain Injury (TBI), Elderly Waiver (EW), Alternative Care (AC), Minnesota Senior Care Plus (MSC+), Minnesota Senior Health Options (MSHO), Special Needs Basic Care (SNBC)**



## Community Based Services (CBS) - Billable Units





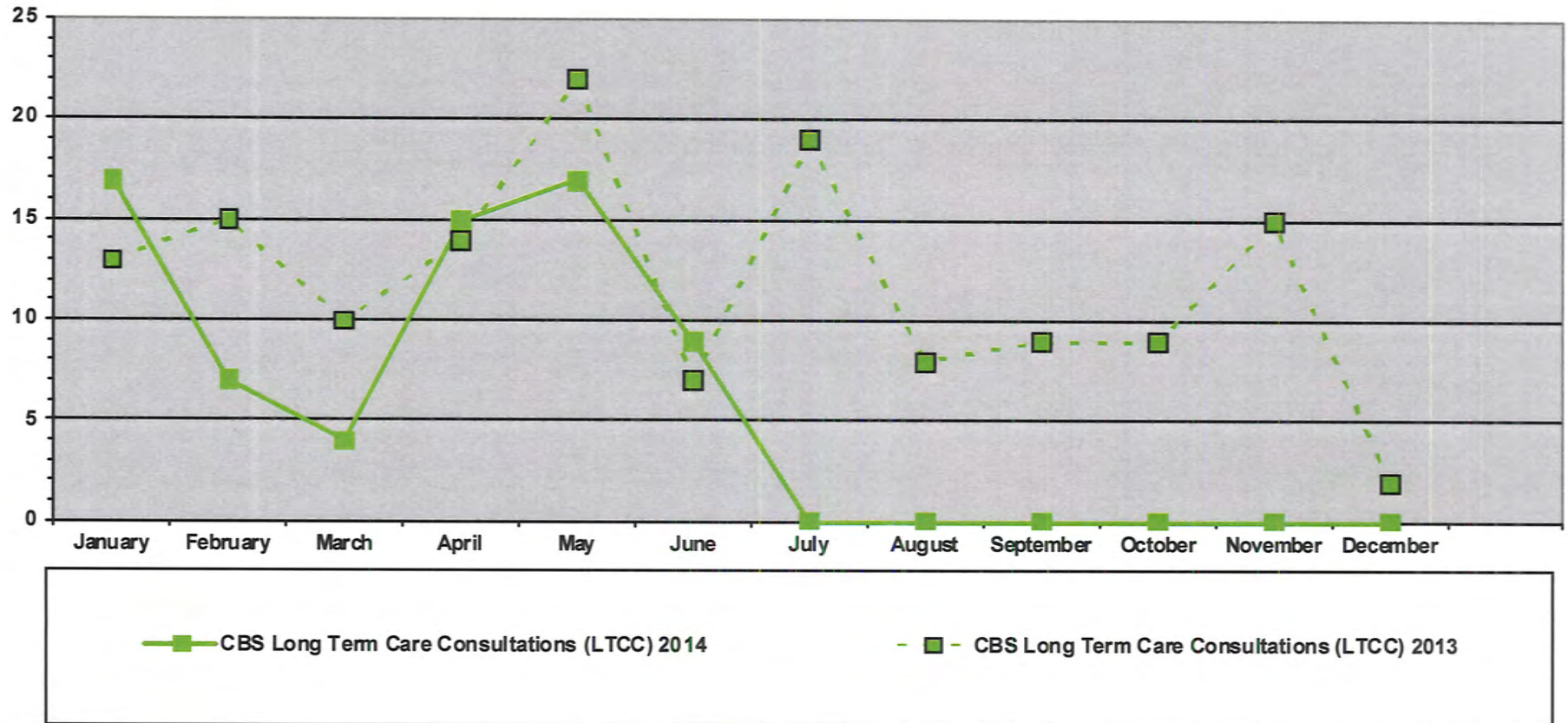
# PUBLIC HEALTH STATISTICS

ASSURE THE QUALITY OF ACCESSIBLE HEALTH SERVICES

Chart 11

## Community Based Services (CBS)

### CBS Long Term Care Consultations (LTCC)





# PUBLIC HEALTH STATISTICS

ASSURE THE QUALITY OF ACCESSIBLE HEALTH SERVICES

Chart 12

## Senior Clinics

