

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
April 28, 2015**

- 9:05 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review March 24, 2015 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. General/Miscellaneous Information**
 - A. SRT Funeral Services Proposed Rate Changes–Tom Burke/Jerry Thompson**
 - B. Fee Schedule – Kathy Ryan**
 - C. May – Mental Health Awareness Month – Ann Rivas**
 - D. SNAP Performance Measures/Timelines - Eileen Foss**
 - E. Governor’s Task Force – Tom Burke**
 - F. Approve appointment of new applicant to the Health & Human Services Advisory Committee as follows:**
 - 1. Holly Bray – Palisade – Comm. Dist. #5**
 - 2. Julie Ann Larkin – Hill City – Comm. Dist. #5**
 - VI. Administrative Reports:**
 - A. Financial & Transportation Reports**
 - VII. FYI**
 - A. Staff Commendation for Perfect Performance from DHS Commissioner Lucinda Jesson**
 - VIII. Joint Powers Board Reports:**
 - A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Erin Melz – April 9, 2015 Meeting Minutes.**
 - IX. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Darlene Hlidek & Marlene Abear Draft minutes of the April 1, 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**
 - X. Break at 9:___ a.m. for _____ minutes Next Meeting – May 26, 2015**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
March 24, 2015**

I. Attendance

The Aitkin County Board of Commissioners met this 24th day of March, 2015, at 9:06 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 Staff Members Tom Burke, Director; Sue Tange & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; Bob Marcum and Roberta Elvecrog, H&HS Advisory Committee Members; and Bob Goede, MCIT.

II. Approval of Health & Human Services Board Agenda

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

III. Review February 24, 2015 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 Niemi, and carried; the vote was to approve the Bills as presented this date.

V. General/Miscellaneous Information

- A. CHIP (Community Health Improvement Plan)** Erin Melz/Amy Wyant reviewed the CHIP which has been approved by the AIK Community Health Board. The top three Community Priorities addressed in the CHIP are: 1) Eating Habits; 2) Parenting/Family Systems; 3) Healthy Start for Children/Adolescents.
- B. VIP (Aitkin County Volunteer Initiative Program)** Erin Melz/Amy Wyant reviewed the updated draft brochure on the VIP. Developing a program where we would recruit folks who are retired and/or live in the community who have expertise in various areas to give back to the community.
- C. 2014 Year End Budget Review** – Kathy Ryan reviewed the 2014 Year End Budget Review Notes pointing out that we were budgeted to spend \$600,030 of the H&H Fund balance in 2014 but the actual 2014 fund balance used was \$335,329. Kathy also reviewed the Foster Care Costs which have decreased. She noted the major events affecting the budget areas in 2014 and she gave examples of prevention focused services/programs being developed in 2015.

VI. Administrative Reports:

- A. Financial & Transportation Reports** – Kathy Ryan reviewed the monthly financial and transportation reports. She touched on a specific expenditure with respect to Aitkin County being the middle man in the payment process for a bathroom modification project.

VII. FYI

- A. **Agenda reflecting discussion topics reviewed at the meeting on March 13, 2015 with Senator Carrie Ruud, Representative Dale Lueck and the Health & Human Services Administrative Staff.** Tom Burke noted the meeting went very well and appreciated their interest in Health & Human Services along with the fact that both Ann Rivas and Erin Melz have both had discussions with them at the State Capitol in the past couple weeks. Tom also discussed the Governor's Task Force in progress and the possible changes to the caseload numbers that will be allowed for Social Workers as well as the number of Social Workers a Supervisor may be allowed to supervise in the future. He will continue to update the Board as these changes develop and the information becomes available

VIII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte were at AMC and were absent from this meeting. Bob Marcum thanked Amy Wyant for the VIP report she presented at the Advisory Committee meeting. He also discussed various issues he has become aware of including MNSure, Initiatives, and funding for Long Term Care Insurance. He made note of funeral practices/customs for the Native American Tribes and the need for cultural diversity and sensitivity training.
- B. **AEOA Committee Update** – Commissioner Westerlund noted the next meeting will be in April.
- C. **NEMOJT Committee Update** – Commissioner Napstad noted the next meeting will be in April.
- D. **CJI (Children's Justice Initiative)** – Commissioner Westerlund was at AMC & unable to attend the last CJI meeting.
- E. **Lakes & Pines Update** – Commissioner Niemi discussed the fact that energy assistance applications for primary heat are down this year. He spoke about a home buying program with a three to one match for low income folks which is a saving plan to help folks reach their down payment. This match can also be accessed for business start-ups which has had a 75% success rate.

IX. Break at 10:41 a.m. for 10-15 minutes

Next Meeting – April 28, 2015

Aitkin County



Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
1	6094 AADA 05-000-000-0000-6800			25,187.03	1ST QTR 2015-SAFE HAVEN GRANT 01/01/2015 03/31/2015		Safe Haven Grant - 2011CWAXK024
	6094 AADA			25,187.03	1 Transactions		
2	86359 Aitkin Co Attorney 05-420-640-4800-6263			6,277.50	IVD BILLING JAN'15-MAR'15 01/01/2015 03/31/2015		Contract Legal Services Iv-D
	86359 Aitkin Co Attorney			6,277.50	1 Transactions		
3	85003 Aitkin County DAC 05-400-440-0410-6231			21.78	PAPER SHREDDING 03/02/2015 03/30/2015		Services/Labor/Contracts
4	05-400-440-0410-6231			4.07	CLEANING 03/03/2015 03/24/2015		Services/Labor/Contracts
3	05-420-600-4800-6231			50.82	PAPER SHREDDING 03/02/2015 03/30/2015		Services/Labor/Contracts
4	05-420-600-4800-6231			9.52	CLEANING 03/03/2015 03/24/2015		Services/Labor/Contracts
3	05-430-700-4800-6231			72.60	PAPER SHREDDING 03/02/2015 03/30/2015		Services/Labor/Contracts
4	05-430-700-4800-6231			13.60	CLEANING 03/03/2015 03/24/2015		Services/Labor/Contracts
	85003 Aitkin County DAC			172.39	6 Transactions		
5	657 Aitkin Glass Service 05-400-440-0410-6231			35.46	WEATHER STRIPPING-ROOM 114 WIN 04/20/2015 04/20/2015	657	Services/Labor/Contracts
5	05-420-600-4800-6231			82.76	WEATHER STRIPPING-ROOM 114 WIN 04/20/2015 04/20/2015	657	Services/Labor/Contracts
5	05-430-700-4800-6231			118.23	WEATHER STRIPPING-ROOM 114 WIN 04/20/2015 04/20/2015	657	Services/Labor/Contracts
	657 Aitkin Glass Service			236.45	3 Transactions		
6	86222 Aitkin Independent Age 05-400-440-0410-6231			30.74	FEMA NOTICE 03/25/2015 03/25/2015	00001329	Services/Labor/Contracts
6	05-420-600-4800-6231			71.74	FEMA NOTICE	00001329	Services/Labor/Contracts

AMD1
 4/24/15 1:25PM
 Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
	Amount				
6 05-430-700-4800-6231	102.48		FEMA NOTICE 03/25/2015 03/25/2015	00001329	Services/Labor/Contracts
86222 Aitkin Independent Age	204.96		3 Transactions 03/25/2015 03/25/2015		
7 87615 Aitkin Medical Supply 05-400-410-0413-6430	58.80		WIC MEDICAL SUPPLIES 04/02/2015 04/02/2015	717961	WIC - Medical Supplies
87615 Aitkin Medical Supply	58.80		1 Transactions		
8 88023 American Payment Centers 05-400-440-0410-6301	12.00		BOX SERVICE 04/01/2015 06/30/2015	15-10270	Equipment Lease/Space Rental
8 05-420-600-4800-6301	28.00		BOX SERVICE 04/01/2015 06/30/2015	15-10270	Equipment Lease/Space Rental
8 05-430-700-4800-6301	40.00		BOX SERVICE 04/01/2015 06/30/2015	15-10270	Equipment Lease/Space Rental
88023 American Payment Centers	80.00		3 Transactions		
9 8239 Ameripride Linen & Apparel Services 05-400-440-0410-6422	8.89		CLEANING SUPPLIES 03/31/2015 03/31/2015	220164035	Janitorial Services/Supplies
9 05-420-600-4800-6422	20.74		CLEANING SUPPLIES 03/31/2015 03/31/2015	220164035	Janitorial Services/Supplies
9 05-430-700-4800-6422	29.63		CLEANING SUPPLIES 03/31/2015 03/31/2015	220164035	Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services	59.26		3 Transactions		
10 10463 Beanery an Internet Cafe 15-453-000-0000-6231	106.75		FAMILY HOME VISITING-WRAP MEET 03/31/2015 03/31/2015	439	Ach&Hs Services
10463 Beanery an Internet Cafe	106.75		1 Transactions		
11 10855 Culligan 05-400-440-0410-6301	20.25		COOLER RENTAL SERVICE 03/31/2015 03/31/2015	150-10016285-1	Equipment Lease/Space Rental
11 05-420-600-4800-6301	47.25		COOLER RENTAL SERVICE 03/31/2015 03/31/2015	150-10016285-1	Equipment Lease/Space Rental

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<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11 05-430-700-4800-6301			COOLER RENTAL SERVICE	150-10016285-1	Equipment Lease/Space Rental
10855 Culligan			03/31/2015 03/31/2015 3 Transactions		
88628 Dalco					
12 05-400-440-0410-6422			TOWELS/TISSUE	2876165	Janitorial Services/Supplies
			04/22/2015 04/22/2015		
12 05-420-600-4800-6422			TOWELS/TISSUE	2876165	Janitorial Services/Supplies
			04/22/2015 04/22/2015		
12 05-430-700-4800-6422			TOWELS/TISSUE	2876165	Janitorial Services/Supplies
			04/22/2015 04/22/2015		
88628 Dalco			3 Transactions		
11051 Department of Human Services					
15 05-400-440-0410-6231			MERIT SYSTEM QE 03/31/15	A300MR01H7I	Services/Labor/Contracts
			03/01/2015 03/31/2015		
13 05-420-640-4800-6231			CS MONTHLY FED OFFSET FEE	A300C50730I	Services/Labor/Contracts
			02/01/2015 02/28/2015		
14 05-420-640-4800-6231			CS MONTHLY FED OFFSET FEE	A300C51010I	Services/Labor/Contracts
			03/01/2015 03/31/2015		
16 05-420-650-4400-6025			MA LTC UN 65	A300MM7J01I	State/Fed Share - MA
			04/03/2015 04/03/2015		
17 05-420-650-4400-6025			MA ESTATE COLLECTIONS-FED	A300MM7J01I	State/Fed Share - MA
			04/03/2015 04/03/2015		
18 05-420-650-4400-6025			MA ESTATE COLLECTIONS-ST	A300MM7J01I	State/Fed Share - MA
			04/03/2015 04/03/2015		
19 05-420-650-4400-6025			MCRE/GAMC/NONRES ESTATE-ST	A300MM7J01I	State/Fed Share - MA
			04/03/2015 04/03/2015		
15 05-420-600-4800-6231			MERIT SYSTEM QE 03/31/15	A300MR01H7I	Services/Labor/Contracts
			03/01/2015 03/31/2015		
20 05-420-610-4100-6011			MAXIS MFIP RECOV TANF	A300MX01145I	County Share-Afdc/Mfip
			03/01/2015 03/31/2015		
15 05-430-700-4800-6231			MERIT SYSTEM QE 03/31/15	A300MR01H7I	Services/Labor/Contracts
			03/01/2015 03/31/2015		
11051 Department of Human Services			10 Transactions		
10786 DNA Diagnostics Center					
21 05-420-640-4800-6397			IVD SERVICE 0015409921-01	3750732015	Genetic Tests Iv-D

Aitkin County

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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
10786 DNA Diagnostics Center		68.00	04/02/2015 04/02/2015 1 Transactions	
22 1754 Garrison Disposal Company, Inc 05-400-440-0410-6231		0.75	GARBAGE DISPOSAL-MICROWAVE 04/21/2015 04/21/2015	1754 Services/Labor/Contracts
22 05-420-600-4800-6231		1.75	GARBAGE DISPOSAL-MICROWAVE 04/21/2015 04/21/2015	1754 Services/Labor/Contracts
22 05-430-700-4800-6231		2.50	GARBAGE DISPOSAL-MICROWAVE 04/21/2015 04/21/2015	1754 Services/Labor/Contracts
1754 Garrison Disposal Company, Inc		5.00	3 Transactions	
23 89554 Gullickson/Lily 05-430-700-4800-6800		5,000.00	STRUCTURED SETTLEMENT-BABCOCK	Direct Charge Expenses Non Ffp
89554 Gullickson/Lily		5,000.00	1 Transactions	
25 2340 Hyytinen Hardware Hank 05-400-440-0410-6422		3.30	BROOMS 04/01/2015 04/01/2015	2340 Janitorial Services/Supplies
24 05-400-440-0410-6450		14.99	FIBERGLASS STEP LADDER 6FT 04/01/2015 04/01/2015	2340 Small Equipment: Telephones,Chairs, etc.
25 05-420-600-4800-6422		7.69	BROOMS 04/01/2015 04/01/2015	2340 Janitorial Services/Supplies
24 05-420-600-4800-6450		35.00	FIBERGLASS STEP LADDER 6FT 04/01/2015 04/01/2015	2340 Small Equipment: Telephones,Chairs, etc.
25 05-430-700-4800-6422		10.99	BROOMS 04/01/2015 04/01/2015	2340 Janitorial Services/Supplies
24 05-430-700-4800-6450		50.00	FIBERGLASS STEP LADDER 6FT 04/01/2015 04/01/2015	2340 Small Equipment: Telephones,Chairs, etc.
2340 Hyytinen Hardware Hank		121.97	6 Transactions	
27 11406 Innovative Office Solutions 05-400-440-0410-6405		0.55	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0871 Office Supplies
26 05-400-440-0410-6405		0.76	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0948 Office Supplies
27 05-420-600-4800-6405		1.29	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0871 Office Supplies

Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bnf #</u> <u>On Behalf of Name</u>
26	05-420-600-4800-6405		1.78	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0948 Office Supplies
27	05-430-700-4800-6405		1.85	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0871 Office Supplies
26	05-430-700-4800-6405		2.55	AGENCY SUPPLIES 04/01/2015 04/01/2015	01QX0948 Office Supplies
11406	Innovative Office Solutions		8.78	6 Transactions	
90182	Laboratory Corp Of America Holdings				
28	05-420-640-4800-6397		84.00	IVD GENETIC TEST 0011213783-02 04/07/2015 04/07/2015	47903430 Genetic Tests Iv-D
90182	Laboratory Corp Of America Holdings		84.00	1 Transactions	
12492	LexisNexis Risk Data Management Inc.				
29	05-430-700-4800-6239		116.00	MARCH 2015-SERVICES 03/01/2015 03/31/2015	1598721-201503 Software Fees/License Fees
12492	LexisNexis Risk Data Management Inc.		116.00	1 Transactions	
89079	McGregor Area Ambulance Service				
30	05-400-401-0000-6812		1,725.00	AMBULANCE RUNS-MAR'15 03/01/2015 03/31/2015	Mcgregor Area Ambulance
89079	McGregor Area Ambulance Service		1,725.00	1 Transactions	
3146	Medical Technologies, Inc				
31	05-400-400-0402-6231		30.00	DP&C MEDICAL EQUIP CALLIBRATIO 04/17/2015 04/17/2015	1504242-IN Services/Labor/Contracts
3146	Medical Technologies, Inc		30.00	1 Transactions	
89078	Mille Lacs Health System				
32	05-400-401-0000-6814		165.00	AMBULANCE RUNS MAR'15 03/01/2015 03/31/2015	Isle Ambulance/Mille Lacs Health System
89078	Mille Lacs Health System		165.00	1 Transactions	
3337	Minnesota County Attorneys Association				
33	05-420-640-4800-6263		250.00	CS CONFERENCE(CO ATTY) 03/30/2015 03/30/2015	18175940 Contract Legal Services Iv-D

AMD1
 4/24/15 1:25PM
 Health & Human Services

Aitkin County



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Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
3337 Minnesota County Attorneys Association		250.00	1 Transactions	
89765 Minnesota Elevator, Inc				
34 05-400-440-0410-6300		24.09	ELEVATOR SERVICE-APR'15 04/01/2015 04/30/2015	618847 Maintenance/Service Contracts
34 05-420-600-4800-6300		56.22	ELEVATOR SERVICE-APR'15 04/01/2015 04/30/2015	618847 Maintenance/Service Contracts
34 05-430-700-4800-6300		80.32	ELEVATOR SERVICE-APR'15 04/01/2015 04/30/2015	618847 Maintenance/Service Contracts
89765 Minnesota Elevator, Inc		160.63	3 Transactions	
89081 North Ambulance Brainerd				
35 05-400-401-0000-6809		1,935.00	AMBULANCE RUNS-MAR'15 03/01/2015 03/31/2015	No. Memorial Ambulance-Aitkin
89081 North Ambulance Brainerd		1,935.00	1 Transactions	
3810 Paulbeck's County Market				
36 05-400-440-0410-6405		1.37	AGENCY SUPPLIES 04/01/2015 04/01/2015	00108 Office Supplies
37 05-400-410-0413-6405		15.77	WIC SUPPLIES 04/01/2015 04/01/2015	00144 Office Supplies
36 05-420-600-4800-6405		3.20	AGENCY SUPPLIES 04/01/2015 04/01/2015	00108 Office Supplies
36 05-430-700-4800-6405		4.57	AGENCY SUPPLIES 04/01/2015 04/01/2015	00108 Office Supplies
3810 Paulbeck's County Market		24.91	4 Transactions	
4196 Pennington County Jail				
45 05-420-640-4800-6379		50.00	IVD SERVICE 0014573812-01 02/24/2015 02/24/2015	150139 Other Iv-D Charges
4196 Pennington County Jail		50.00	1 Transactions	
4071 Rice County Sheriff's Dept				
38 05-420-640-4800-6397		140.00	IVD GENETIC TEST 0014135259-01 04/06/2015 04/06/2015	2015-382 Genetic Tests Iv-D
4071 Rice County Sheriff's Dept		140.00	1 Transactions	
84172 Riverwood Healthcare Center				

Aitkin County



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Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
39	05-400-430-0407-6262			48.60	FAM PLAN-PG TEST		Family Planning Services/Methods
84172	Riverwood Healthcare Center			48.60	04/01/2015 04/01/2015 1 Transactions		
43	86177 Sheriff Aitkin County 05-420-600-4800-6265			67.50	FRAUD-JAN-MAR-15	15-0085	Sheriff - Fraud Investigation
42	05-420-640-4800-6270			50.00	01/01/2015 03/31/2015 IVD SERVICE 0014135259-01	2986	Aitkin Co Sheriff Fees Iv-D
44	05-430-700-4800-6231			50.00	04/15/2015 04/15/2015 RR DETOX		Services/Labor/Contracts
86177	Sheriff Aitkin County			167.50	04/15/2015 04/15/2015 3 Transactions		
41	86944 Sheriff Crow Wing County 05-420-640-4800-6379			75.00	IVD SERVICE 0015379274-01	1581	Other Iv-D Charges
40	05-420-640-4800-6379			75.00	03/30/2015 03/30/2015 IVD SERVICE 0012068631-03	1584	Other Iv-D Charges
86944	Sheriff Crow Wing County			150.00	03/30/2015 03/30/2015 2 Transactions		
48	88859 Spee*Dee-St Cloud 05-400-440-0410-6231			10.57	PH SERVICE	2798517	Services/Labor/Contracts
46	05-420-600-4800-6231			253.15	03/30/2015 03/30/2015 IM SERVICE	2798517	Services/Labor/Contracts
47	05-430-700-4800-6231			4.79	03/30/2015 03/30/2015 SS SERVICE	2798517	Services/Labor/Contracts
88859	Spee*Dee-St Cloud			268.51	03/30/2015 03/30/2015 3 Transactions		
49	13025 ST LOUIS COUNTY AUDITOR 05-420-600-4800-6239			2,289.95	REG 3 EDMS-IT SUPPORT	00000605	Software Fees/License Fees
13025	ST LOUIS COUNTY AUDITOR			2,289.95	01/01/2015 03/31/2015 1 Transactions		
54	86235 The Office Shop Inc 05-400-440-0410-6405			15.89	OSS-FAX TONER	979698-0	Office Supplies
53	05-400-450-0451-6405			56.38	03/23/2015 03/23/2015 SHIP-HSF ENVELOPES	979698-0	Office Supplies

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
51	05-400-440-0410-6405			1.97	03/23/2015 03/23/2015 AGENCY SUPPLIES	979945-0	Office Supplies
52	05-400-440-0410-6405			17.82	03/26/2015 03/26/2015 PAPER	979948-0	Office Supplies
50	05-400-440-0410-6405			5.08	03/26/2015 03/26/2015 AGENCY SUPPLIES	980267-0	Office Supplies
56	05-420-640-4800-6231			360.00	03/31/2015 03/31/2015 CS COPIER CONTRACT IR3245	277775-0	Services/Labor/Contracts
55	05-420-640-4800-6405			4.50	03/30/2015 03/30/2015 CALCULATOR INK-RS	978884-0	Office Supplies
54	05-420-600-4800-6405			37.10	03/09/2015 03/09/2015 OSS-FAX TONER	979698-0	Office Supplies
51	05-420-600-4800-6405			4.61	03/23/2015 03/23/2015 AGENCY SUPPLIES	979945-0	Office Supplies
50	05-420-600-4800-6405			11.85	03/26/2015 03/26/2015 AGENCY SUPPLIES	980267-0	Office Supplies
54	05-430-700-4800-6405			53.00	03/31/2015 03/31/2015 OSS-FAX TONER	979698-0	Office Supplies
51	05-430-700-4800-6405			6.59	03/23/2015 03/23/2015 AGENCY SUPPLIES	979945-0	Office Supplies
50	05-430-700-4800-6405			16.94	03/26/2015 03/26/2015 AGENCY SUPPLIES	980267-0	Office Supplies
86235	The Office Shop Inc			591.73	03/31/2015 03/31/2015 13 Transactions		
57	11608 Thrifty White Pharmacy-Mcgregor 05-400-430-0407-6262			103.98	03/05/2015 03/31/2015 FAM PLAN-BIRTH CTRL		Family Planning Services/Methods
11608	Thrifty White Pharmacy-Mcgregor			103.98	1 Transactions		
Final Total				50,609.20	35 Vendors	95 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	50,502.45	Health & Human Services	
	15	106.75	Aitkin County Collaborative	
All Funds		50,609.20	Total	Approved by,
			
			

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 Health & Human Services

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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>
55 6094 AADA 05- 430- 710- 3640- 6020		337.50	Supervised visits/Family Asses 03/08/2015 03/25/2015	Family Assessment Response Services
67 05- 430- 710- 3650- 6027		810.00	Supervised visitation - Servic 03/04/2015 03/27/2015	Serv For Concurrent Perm Plan
6094 AADA		1,147.50	2 Transactions	
16 88284 AITKIN CO RECORDER 05- 430- 710- 3460- 6065		26.00	Adolescent Life Skills Trainin 04/02/2015 04/02/2015	Self Funds - Adolescent Life Skills
76 05- 430- 710- 3930- 6020		45.00	2 copies of birth certificates 04/20/2015 04/20/2015	General Case Management
88284 AITKIN CO RECORDER		71.00	2 Transactions	
42 11416 Aitkin County C.A.R.E 05- 430- 710- 3640- 6020		268.50	Homemaking services - Family A 03/03/2015 03/31/2015	Family Assessment Response Services
11416 Aitkin County C.A.R.E		268.50	1 Transactions	
9 85003 Aitkin County DAC 05- 430- 760- 3230- 6075		5.50	Snow shoveling - Chore Service 11/20/2014 11/20/2014	Chore Services - Waiver
10 05- 430- 760- 3230- 6075		5.50	Snow shoveling - Chore Service 12/17/2014 12/17/2014	Chore Services - Waiver
11 05- 430- 760- 3230- 6075		5.50	Snow shoveling - Chore Service 01/09/2015 01/09/2015	Chore Services - Waiver
12 05- 430- 760- 3230- 6075		24.75	Snow shoveling - Chore Service 02/11/2015 02/16/2015	Chore Services - Waiver
13 05- 430- 760- 3230- 6075		13.75	Snow shoveling - Chore Service 03/04/2015 03/04/2015	Chore Services - Waiver
49 05- 430- 760- 3230- 6075		5.50	Snow shoveling - Chore Service 12/18/2014 12/18/2014	Chore Services - Waiver
50 05- 430- 760- 3230- 6075		5.50	Snow shoveling - Chore Service 01/09/2015 01/09/2015	Chore Services - Waiver
51 05- 430- 760- 3230- 6075		8.25	Snow shoveling - Chore Service 02/11/2015 02/11/2015	Chore Services - Waiver
52 05- 430- 760- 3230- 6075		11.00	Snow shoveling - Chore Service 03/04/2015 03/04/2015	Chore Services - Waiver

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<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>
85003 Aitkin County DAC		85.25	9 Transactions	
90 86222 AITKIN INDEPENDENT AGE 05- 430- 720- 3020- 6069		72.60	Child Care Advertising - Commu 03/18/2015 03/21/2015	Community Ed & Prevent/Advertising
86222 AITKIN INDEPENDENT AGE		72.60	1 Transactions	
82 360 ARROWHEAD ECON OPP AGENCY 05- 430- 720- 3370- 6038		2,834.75	DWP Empl Service- Qtrly Pmt 04/01/2015 06/30/2015	Mfip- Employment Services
83 05- 430- 720- 3370- 6038		14,923.50	MFIP Empl Service- Qtrly Paymen 04/01/2015 06/30/2015	Mfip- Employment Services
360 ARROWHEAD ECON OPP AGENCY		17,758.25	2 Transactions	
57 9791 Bieganek/Joan M 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 03/01/2015 03/31/2015	Guardianship/Conservatorship
9791 Bieganek/Joan M		105.00	1 Transactions	
64 11062 BLAND/KENNETH D 05- 430- 710- 3820- 6040		306.00	Relative Custody Assistance 04/01/2015 04/30/2015	Relative Custody Assistance
11062 BLAND/KENNETH D		306.00	1 Transactions	
74 12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 04/01/2015 04/30/2015	Relative Custody Assistance
12191 COOPER/SHIRLIE		87.00	1 Transactions	
78 13351 DANIEL MARQUARDSEN THERAPY LLC 05- 430- 745- 3090- 6050		600.00	Pre- Petition Screening/Hearing 04/17/2015 04/17/2015	Pre- Petition Screening/Hearing
13351 DANIEL MARQUARDSEN THERAPY LLC		600.00	1 Transactions	
17 12807 DataFile Technologies. LLC 05- 430- 710- 3070- 6020		69.21	Copies of medical records - Ch 03/16/2015 03/16/2015	Child Welfare Assessment

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<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>
12807 DataFile Technologies. LLC		69.21	1 Transactions	
11051 Department of Human Services				
94 05-430-720-3110-6069		361.42	BSFE County Match Invoice #A30 02/01/2015 02/28/2015	Bsf Child Care
89 05-430-720-3140-6020		195.35	MEC2 TY & TYE Recoveries Invoi 02/01/2015 02/28/2015	Other Child Care
86 05-430-730-3590-6072		3,864.39	CCDTF Maintenance of Effort 02/01/2015 02/28/2015	Cedtf County % State Billings
11051 Department of Human Services		4,421.16	3 Transactions	
10342 DHS- Anoka Metro Rtc				
34 05-430-745-3721-6081		3,300.00	State- operated inpatient 02/25/2015 02/28/2015	Commitment Costs - Poor Relief
35 05-430-745-3721-6081		25,575.00	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
53 05-430-745-3721-6081		1,540.00	State- operated inpatient 12/25/2014 12/31/2014	Commitment Costs - Poor Relief
54 05-430-745-3721-6081		880.00	State- operated inpatient 01/01/2015 01/04/2015	Commitment Costs - Poor Relief
10342 DHS- Anoka Metro Rtc		31,295.00	4 Transactions	
9220 DHS- MSOP				
18 05-430-745-3721-6081		954.80	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
19 05-430-745-3721-6081		1,057.10	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
27 05-430-745-3721-6081		954.80	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
28 05-430-745-3721-6081		1,057.10	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
65 05-430-745-3721-6081		2,387.00	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
66 05-430-745-3721-6081		2,642.75	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
9220 DHS- MSOP		9,053.55	6 Transactions	
89965 DHS- ST PETER- SEE LIST				

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<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>
1 05-430-745-3721-6081		1,668.80	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
2 05-430-745-3721-6081		1,847.60	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
36 05-430-745-3721-6081		1,668.80	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
37 05-430-745-3721-6081		1,847.60	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
72 05-430-745-3721-6081		1,668.80	State- operated inpatient 02/01/2015 02/28/2015	Commitment Costs - Poor Relief
73 05-430-745-3721-6081		1,847.60	State- operated inpatient 03/01/2015 03/31/2015	Commitment Costs - Poor Relief
89965 DHS- ST PETER- SEE LIST		10,549.20	6 Transactions	
91345 Elvecrog/Roberta C				
25 05-430-750-3950-6020		70.00	Public guardianship 02/01/2015 02/28/2015	Public Guardianship Dd
26 05-430-750-3950-6020		52.50	Public guardianship 03/01/2015 03/31/2015	Public Guardianship Dd
29 05-430-750-3950-6020		105.00	Public guardianship 02/01/2015 02/28/2015	Public Guardianship Dd
30 05-430-750-3950-6020		105.00	Public guardianship 03/01/2015 03/31/2015	Public Guardianship Dd
91345 Elvecrog/Roberta C		332.50	4 Transactions	
13460 FORENSIC EVALUATION SERVICES LLC				
77 05-430-745-3085-6020		1,250.00	INDEPENDENT RECORD REVIEW 04/20/2015 04/20/2015	Adult Outpat Diagnostic Assess/Psyc
13460 FORENSIC EVALUATION SERVICES LLC		1,250.00	1 Transactions	
13444 HONORABLE GUARDIAN SERVICES				
4 05-430-760-3950-6020		70.00	Guardianship/Conservatorship 02/01/2015 02/28/2015	Guardianship/Conservatorship
5 05-430-760-3950-6020		70.00	Guardianship/Conservatorship 03/01/2015 03/31/2015	Guardianship/Conservatorship
31 05-430-760-3950-6020		23.00	Guardianship/Conservatorship 03/01/2015 03/31/2015	Guardianship/Conservatorship

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<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
13444 HONORABLE GUARDIAN SERVICES		163.00	3 Transactions		
11072 Lutheran Social Service Of Mn- St Paul	3	60.64	Public guardianship		Public Guardianship Dd
05-430-750-3950-6020			03/06/2015 03/30/2015		
41 05-430-760-3950-6020		116.43	Guardianship/Conservatorship		Guardianship/Conservatorship
			03/02/2015 03/31/2015		
11072 Lutheran Social Service Of Mn- St Paul		177.07	2 Transactions		
91221 McCormick/John	40	335.00	Relative custody assistance		Relative Custody Assistance
05-430-710-3820-6040			04/01/2015 04/30/2015		
91221 McCormick/John		335.00	1 Transactions		
10870 MEDIATION- CONSULTING	62	575.00	Family Group Decision Making		Triple P Activity
05-430-710-3661-6020			03/18/2015 03/18/2015		
10870 MEDIATION- CONSULTING		575.00	1 Transactions		
89163 NEMOJT	84	2,834.75	DWP Empl Service- Qtrly Pmt		Mfip- Employment Services
05-430-720-3370-6038			04/01/2015 06/30/2015		
85 05-430-720-3370-6038		14,923.50	MFIP Empl Service- Qtrly Paymen		Mfip- Employment Services
			04/01/2015 06/30/2015		
89163 NEMOJT		17,758.25	2 Transactions		
12538 North Homes, Inc	47	409.60	In home services - Family- Base		Family- Based Counseling Services
05-430-710-3620-6020			03/05/2015 03/27/2015		
48 05-430-710-3620-6020		32.13	In home services - mileage - F		Family- Based Counseling Services
			03/05/2015 03/27/2015		
15 05-430-740-3620-6020		89.60	Family- Based Services		Family Based Services Mh
			08/22/2014 08/22/2014		
20 05-430-740-3890-6020		67.58	Approved respite care 2 days/m		Child Mh Respite
			03/13/2015 03/15/2015		
21 05-430-740-3890-6020		100.00	Approved respite care 2 days/m		Child Mh Respite
			03/13/2015 03/15/2015	13476	

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On</u>	<u>Bhf #</u>	<u>On Behalf of Name</u>
12538	North Homes, Inc		698.91	5 Transactions			
32	3646 NORTHERN PINES MH CTR 05- 430- 745- 3030- 6071		150.00	Client Outreach (CSP) 03/06/2015 03/31/2015			Client Outreach - Csp
	3646 NORTHERN PINES MH CTR		150.00	1 Transactions			
23	10977 NORTHERN PSYCHIATRIC ASSOCIATES 05- 430- 740- 3050- 6020		263.95	Child Outpatient Diagnostic As 03/13/2015 03/13/2015			Child Outpat Assess/Psyc. Testing
92	05- 430- 740- 3050- 6020		263.96	Child Outpatient Diagnostic As 03/13/2015 03/13/2015			Child Outpat Assess/Psyc. Testing
91	05- 430- 740- 3900- 6020		360.00	Clinical supervision- Child Rul 03/06/2015 03/06/2015			Child Rule 79 Case Mgmt
60	05- 430- 745- 3085- 6020		263.95	Adult Outpatient Diagnostic As 03/13/2015 03/13/2015			Adult Outpat Diagnostic Assess/Psyc
61	05- 430- 745- 3085- 6020		263.95	Adult Outpatient Diagnostic As 03/13/2015 03/13/2015			Adult Outpat Diagnostic Assess/Psyc
93	05- 430- 745- 3910- 6020		450.00	Clinical supervision- Adult Rul 03/06/2015 03/17/2015			Adult Rule 79 Case Mgmt
	10977 NORTHERN PSYCHIATRIC ASSOCIATES		1,865.81	6 Transactions			
33	12676 OESTREICH/LINDA J 05- 430- 710- 3820- 6040		70.00	Relative custody assistance 04/01/2015 04/30/2015			Relative Custody Assistance
	12676 OESTREICH/LINDA J		70.00	1 Transactions			
63	3810 PAULBECK'S COUNTY MARKET 05- 430- 710- 3661- 6020		44.79	Family Group Decision Making 03/18/2015 03/18/2015			Triple P Activity
	3810 PAULBECK'S COUNTY MARKET		44.79	1 Transactions			
38	13490 Pierce/Kimberly Kay 05- 430- 710- 3810- 6057		230.82	Child Family Foster Care- Relat 03/26/2015 03/31/2015			Family Foster Care
39	05- 430- 710- 3810- 6057		40.00	Reimburse for fingerprinting - 04/15/2015 04/15/2015			Family Foster Care

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
13490 Pierce/Kimberly Kay		270.82	2 Transactions	
87 87514 Pine Manors Inc 05-430-730-3170-6050		126.50	Detoxification transportation 01/22/2015 01/22/2015	Detox Transportation
87514 Pine Manors Inc		126.50	1 Transactions	
81 88878 Productive Alternatives Inc 05-430-730-3710-6080		1,675.00	Detoxification (Category I) 03/27/2015 03/31/2015	Detoxification - Other
88878 Productive Alternatives Inc		1,675.00	1 Transactions	
7 9489 Redwood Toxicology Laboratory, Inc 05-430-710-3180-6020		6.75	Drug Testing - Health-Related 03/09/2015 03/09/2015	Health-Related Services
24 05-430-710-3180-6020		6.75	Drug Testing - Health-Related 03/26/2015 03/26/2015	Health-Related Services
56 05-430-710-3180-6020		6.75	Drug Testing - Health-Related 03/31/2015 03/31/2015	Health-Related Services
43 05-430-710-3181-6020		6.75	UA- Health-related services 03/26/2015 03/26/2015	Drug Testing - CMCC Juveniles
79 05-430-710-3181-6020		6.75	UA- Health-related services 03/26/2015 03/26/2015	Drug Testing - CMCC Juveniles
80 05-430-710-3181-6020		6.75	UA- Health-related services 03/26/2015 03/26/2015	Drug Testing - CMCC Juveniles
6 05-430-710-3190-6020		6.75	Drug Testing - Court-Related S 03/05/2015 03/05/2015	Court Related Services & Activities
14 05-430-710-3190-6020		20.25	Drug Testing - Court-Related S 03/12/2015 03/19/2015	Court Related Services & Activities
69 05-430-710-3190-6020		6.75	Drug Testing - Court-Related S 03/27/2015 03/27/2015	Court Related Services & Activities
70 05-430-710-3190-6020		2.50	Drug Testing - Court-Related S 03/27/2015 03/27/2015	Court Related Services & Activities
71 05-430-710-3190-6020		25.00	Drug Testing - Court-Related S 03/06/2015 03/06/2015	Court Related Services & Activities
9489 Redwood Toxicology Laboratory, Inc		101.75	11 Transactions	
4242 Ryan & Brucker Ltd				

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<u>No.</u>	<u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
44	05-430-750-3950-6020			35.00	Public guardianship	12/01/2014 12/31/2014		Public Guardianship Dd
45	05-430-750-3950-6020			8.75	Public guardianship	01/01/2015 01/31/2015		Public Guardianship Dd
46	05-430-750-3950-6020			43.75	Public guardianship	03/01/2015 03/31/2015		Public Guardianship Dd
4242	Ryan & Brucker Ltd			87.50	3 Transactions			
88890	SCHARRER/SHIRLEY							
58	05-430-750-3950-6020			70.00	Public guardianship	03/01/2015 03/31/2015		Public Guardianship Dd
59	05-430-750-3950-6020			70.00	Public guardianship	03/01/2015 03/31/2015		Public Guardianship Dd
88890	SCHARRER/SHIRLEY			140.00	2 Transactions			
12573	SCHLEIFER/DANI							
68	05-430-710-3820-6040			177.00	Relative custody assistance	04/01/2015 04/30/2015		Relative Custody Assistance
75	05-430-710-3820-6040			8.00	Relative custody assistance	04/01/2015 04/30/2015		Relative Custody Assistance
12573	SCHLEIFER/DANI			185.00	2 Transactions			
86177	SHERIFF AITKIN COUNTY							
88	05-430-720-3980-6020			20.00	Licensing and resource develop	03/31/2015 03/31/2015		License And Resource Development
86177	SHERIFF AITKIN COUNTY			20.00	1 Transactions			
9140	SIMAR/CANDACE							
22	05-430-760-3950-6020			70.00	Guardianship/conservatorship	03/01/2015 03/31/2015		Guardianship/Conservatorship
9140	SIMAR/CANDACE			70.00	1 Transactions			
90035	T & M Enterprises							
8	05-430-760-3410-6075			1,784.68	Bathroom modifications - grab	04/22/2015 04/22/2015		Environment Access,Adapt,Special Supply
90035	T & M Enterprises			1,784.68	1 Transactions			

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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
Final Total		103,770.80	37 Vendors	94 Transactions

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Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
5	103,770.80	Health & Human Services
All Funds	103,770.80	Total

Approved by,

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Aitkin County Health & Human Services

204 First St. NW
AITKIN, MINNESOTA 56431-1291
PHONE 1-800-328-3744 or 1-218-927-7200 - FAX # 927-7210

DATE: April 21, 2015

TO: Aitkin County Board of Commissioners
Nathan Burkett, County Administrator

FROM: Tom Burke, Director

SUBJECT: Funeral Costs

Please find enclosed, the information related to an increase of rate request by Sorenson Root Thompson Funeral Services. While it has been some 19 years since we have made rate adjustments, our present rate structure places us well within the average returns in our region and usually on the higher end of the averages. If the present request is fully granted, we will be up to 50% higher than our regional counterparts. The costs for these services are 100% levy dollars.

There have been approximately 55 burials from 2010 through 2014 or 11 burials on average per year. SRT served just over half of those burials. Any change in rate impacts all providers who service county related burials.

For further details please see the attached documents:

- Most recent letter from Jerry Thompson (2 pages)
- Proposal to re-evaluate the social service allowance for burials and cremations
- Letter from Jerry Thompson dated March 13, 2015
- General Price List from SRT Funeral Service
- Public Assistance Burial Funeral Claim Rates comparison with surrounding counties

The Cremation Society in Duluth was contacted and noted that they provide a Basic Cremation for a private party at a cost of \$1645 and with Chapel Rental for a service they charge an additional \$595.00. Aitkin County burial to the Cremation Society is currently \$1,000.00 for immediate cremation and \$2,000.00 for cremation with a service.



Director of Aitkin County Health and Human Services

Attn: Mr. Tom Burke

204 First Street NW

Aitkin, Minnesota 56431

Please find enclosed copies of our General Price List which details the many things which we do for the families which we serve. I believe you had a concern about what the boards questions might be in regards to what our normal charges entail. The price list details some of this information, but I will try to go a little further in depth.

When I look at our charges to the public we serve, I have to take into account all aspects of our business and price these services so that we are operating in the black and not the red. The things I look at are personnel costs, and that means having a licensed funeral director available 24 hours a day 7 days a week 365 days a year, building expenses such as upkeep, maintenance, heating and cooling, electric, telephones, keeping the building in compliance with all of the state and federal codes, taxes, and insurances. Other items that I have to look at are the cost of keeping our vehicles in good running condition and updating those as needed and also the insurance on them. I also take into consideration the time that we actually spend with each family planning the service they want and taking care of all the details for that particular family from the death certificate, cremation authorization, securing the proper permits, obituary notices, coordinating the service with the church and minister, arranging for musicians, coordinating with the cemeteries and grave diggers right down to transporting flowers and arranging the flowers. We also have specialized equipment and items that we need to have available to perform our job, from removal cots to body bags to gloves and masks to specialized church trucks for the caskets to having flower stands and tripods available. This is not an exhaustive list but it should give you some idea of what goes on behind the setting of the prices which we charge for our various services. The General Price List is mandated by federal law and it came about so families would know exactly what they are paying for.

Sorensen - Root - Thompson

218 / 927-2614 • Fax: 218 / 927-3100

31 Minnesota Ave S Aitkin, Minnesota 56431



McGregor Funeral Home

218 / 768-3136

Maddy Street McGregor, Minnesota 55760

www.srtfuneral.com

With that said, I am asking to recover 50% of what our actual charges are, which I feel is fair, as we would be discounting our price by 50%. As in my last proposal, I had listed what our current charges are for various minimum options and for the most part we are currently recovering about 30% except for the immediate cremation with a memorial service where we are recovering about 45%.

If you need any further information, please let me know. I will wait to hear back from you as to when this will be on the agenda for the Health and Human Services board to consider. I feel it is very important that I be there to answer any questions as this issue affects my business directly.

Sincerely,

Jerry Thompson

Sorensen - Root - Thompson

218 / 927-2614 • Fax: 218 / 927-3100

31 Minnesota Ave S Aitkin, Minnesota 56431



McGregor Funeral Home

218 / 768-3136

Maddy Street McGregor, Minnesota 55760

www.srtfuneral.com

Director of Aitkin County Health
and Human Services
Mr. Tom Burke
204 First Street NW
Aitkin, Minnesota 56431

March 13, 2015

Dear Tom;

The following is a revised proposal for the Health and Human service board to consider. In four sepearte catogories I will show first what our normal cahrges are. Second I will show what our current reimbursement is and thirdly show the percentage of recovery which we are recieving. I would like to propose that we are able to recover at least 50% of our charges.

	Our Charge	Reimbursement	Reimbursement %
Traditional service with minimum casket	6000	2000	30%
Service with rental casket and cermation	5960	2000	30%
Immediate cremation with service	4390	2000	45%
Immediate Cremation without service	3295	1000	27%

If we can increase the allowance to cover 50% of our charges and keep the rest of the allowances in place, such as Open/Close grave actual, vault if required at cost, cemetery at cost if one is needed, I believe would be a fair proposal.

I will be out of the office until Monday March 23. I will check in with you on Monday to verify that evrrything is still on for the Tuesday, March 24th Health and Human Service Board Meeting at 9:00 AM

Sincerely;

Jerry Thompson

MAR 16 2015



Aitkin County Health and Human Services

RE: Proposal to re-evaluate the social service allowance for burials and cremations.

Current allowance is \$1000 for immediate cremation and no service. \$2000 for immediate cremation and a memorial service and \$2000 for a traditional service which includes all preparation work and providing a casket. The cost of a vault and open/close grave is paid at cost.

Background: The last time that any change has been made in the allowance was in 1996 which is 19 years ago.

Proposal: Immediate cremation with no service: \$2000

Immediate Cremation with a memorial service: \$3200

Service with rental casket and with cremation following: \$3500

Traditional service with all preparation and providing minimum casket: \$3500

Cost of vault if required: Actual cost

Open/Close Grave: Actual cost charged by gravedigger Average is \$600 to \$1000

Grave Lot: Actual cost if family does not have means to pay for a grave lot.

On average we deal with about 10 to 15 social service burials a year. With these numbers I would project that it would increase the budget for social service burials an additional \$15,000 to \$20,000 per year. Please note that we have no control over the cost of cemetery lots, the grave digger fees or the wholesale cost of the vaults.

Please find included a copy of the current form which is used to apply for the county burial reimbursement and also a copy of our General Price List which will give you an idea of what our actual charges are for the general public. If you have any questions please feel free to contact me here anytime. Thank you for your consideration on this matter. Sincerely; Jerry Thompson

RECEIVING CREMATED REMAINS FROM ANOTHER

FUNERAL HOME & MEMORIAL SERVICE.....\$1500.00

Our charge includes basic services of funeral director, staff and a proportionate share of overhead costs.

Basic Service..... \$905.00
Facilities Use, Equipment and Staff for Service \$595.00

RECEIVING OF REMAINS FROM ANOTHER FUNERAL PROVIDER

\$1795.00
This charge includes basic services of funeral provider and staff, a proportionate share of overhead costs, transfer of remains to funeral establishment within a 30 mile radius, care of remains and local transportation within a 30 mile radius, care of remains and local transportation within a 30 mile radius to final disposition. This fee does not include visitation or funeral ceremonies.

Basic Service..... \$995.00
Removal \$350.00
Care of Remains..... \$100.00
Transportation \$350.00

FORWARDING OF REMAINS FROM ANOTHER FUNERAL PROVIDER

\$2290.00
This charge includes basic services of funeral provider and staff, a proportionate share of overhead costs, transfer of remains to funeral establishment within a 30 mile radius, embalming and preparation of remains, and local transportation. This fee does not include additional transportation such as airfare or transportation containers such as air trays or casket.

Basic Service..... \$995.00
Removal \$350.00
Embalming \$595.00
Transportation \$350.00

IMMEDIATE BURIAL.....

\$3445.00
This charge includes basic services of funeral provider and staff, a proportionate share of overhead costs, transfer of remains to funeral establishment within a 30 mile radius, care of remains and local transportation within a 30 mile radius to place of final disposition. This fee does not include embalming, visitation or funeral ceremonies, or other cemetery goods and services such as an outer burial container, casket, grave opening and closing fees or cost of cemetery plot.

Basic Service..... \$2595.00
Removal \$350.00
Care of Remains..... \$150.00
Transportation \$350.00

IMMEDIATE BURIAL.....

\$3445.00
With casket or alternative container provided by consumer.

IMMEDIATE BURIAL.....

\$3545.00
With alternative container purchased from funeral home.

IMMEDIATE BURIAL.....

\$3445.00
With casket purchased from funeral home, in addition to cost of casket selected.

CASH ADVANCE ITEMS (Cash we advance on your behalf)

We may charge you for obtaining cash advance items.

- Crematory Fees
- Honorariums - Pastor and/or Church, Organist, Soloist, Ladies Aid
- Luncheons
- Flowers
- Newspaper Notices - Obituaries
- Death Certificates (MN \$13 first copy / \$6 each additional)
- Cemetery Fees
- Limousine
- Motorcycle Escort
- County Fees - Cremation Authorizations (up to \$300)
- Vault Company Overtime Charges

HOLIDAY AND OVERTIME FEES

Saturday Visitation \$300.00
Sunday Funeral \$300.00
Holiday Visitation OR Funeral Service..... \$500.00



FUNERAL SERVICE

Sorensen - Root - Thompson

31 Minnesota Ave S
Aitkin, Minnesota 56431
Phone: (218) 927-2614 Fax: (218) 927-3100

McGregor Funeral Home

Maddy Street
McGregor, Minnesota 55760
Phone: (218) 768-3136

www.srtfuneral.com

General Price List

These prices are effective as of
November 1, 2013
and are subject to change without notice

ITEMIZED SELECTIONS

The goods and services shown below are those we can provide to our customers. You may choose only the items you desire. However, any funeral arrangements you select will include a charge for our services. If legal or other requirements mean you must buy any item you did not specifically ask for, we will explain the reason in writing on the statement we provide describing the funeral goods and services you selected.

DIRECTORS
Jerry Thompson • Jason Brezinsky

Owned and operated by Gerald and Valerie Thompson

TRADITIONAL FUNERAL SERVICE

BASIC SERVICES FUNERAL PROVIDER	\$2595.00
This charge includes arrangement conference, planning and coordinating the final disposition, securing required authorization forms and permits, obtaining demographic information for the filing of death certificate, obtaining certified copies of death certificate, coordinating and planning with others as needed such as clergy, churches, musicians, cemeteries, crematories, newspapers and florists. This fee also includes a proportionate share of our overhead costs such as insurance, local, state and federal taxes, maintenance, salaries, etc.	
EMBALMING	\$595.00
Except in certain special cases, embalming is not required by law. Embalming may be necessary, however, if you select certain funeral arrangements, such as a funeral with a viewing. If you do not want embalming, you usually have the right to choose an arrangement that does not require you to pay for it, such as direct cremation or immediate burial or when refrigeration or use of dry ice is available.	
OTHER PREPARATION OF THE BODY	
Dressing, Casketing, Cosmetizing	\$225.00
Special Care of Autopsied Remains	\$150.00
Special Care of Tissue Donated Remains	\$150.00
Restoration of Autopsied Bodies for Private Family Viewing Prior to Cremation	\$495.00
Re-Constructive Restoration when Necessary	\$100.00
Dressing, Casketing of Unembalmed Remains	\$400.00
USE OF FACILITIES, EQUIPMENT, AND/OR STAFF FOR VIEWING	\$250.00
USE OF FACILITIES, EQUIPMENT AND/OR STAFF FOR FUNERAL	\$595.00
TRANSFER OF REMAINS TO THE FUNERAL HOME OR OTHER LOCATION	\$350.00
(Withing 30 mile radius. Additional mileage charge is \$2.10 per mile one way.)	
HEARSE OR FUNERAL COACH	\$350.00
SERVICE CAR (Multi-purpose vehicle for delivering flowers, permits, etc).....	\$100.00
STAFF FOR GRAVESIDE SERVICE	\$395.00
THE STANDARD CHARGE FOR FACILITIES, EQUIPMENT, TRANSPORTATION AND STAFF FOR A TRADITIONAL FUNERAL SERVICE	\$5060.00

CREMATION OPTIONS

DIRECT CREMATION	\$3195.00
With combustible casket or alternative container provided by consumer	
DIRECT CREMATION WITH MEMORIAL SERVICE	Funeral Director & Staff
This service includes services of the funeral director and staff, obtaining legal documents, coordinating and directing the service, transfer of remains, facilities for memorial service, transfer of equipment to another facility, cremation container and crematory fee. This service does not include cash advances or merchandise selected, such as an urn.	\$2595.00
	Removal
	\$350.00
	Facilities Use, Equipment, & Staff for Service..
	\$595.00
	Service Car.....
	\$100.00
	Cremation Container.....
	\$100.00
	Crematory Fee.....
	\$400.00
	\$4140.00
	Weekday Discount
	-300.00
	\$3840.00
DIRECT CREMATION	Funeral Director & Staff
This charge includes basic services of funeral provider and staff, a pro-portionate share of overhead costs, transfer of remains to funeral establishment within a 30 mile radius, care of remains and local transportation of the crematory, temporary cremated remains container and crematory fee. This fee does not include embalming, visitation or funeral ceremonies, or other goods such as a cremation urn. If you want to arrange a (direct) cremation, you can use an alternative container. An alternative cremation container is a combustible, closed container resistant to the leakage of bodily fluids that encases the body and can be made of materials like fiberboard or composition materials (with or without an outside covering).	\$2595.00
	Removal
	\$350.00
	Cremation Container.....
	\$100.00
	Crematory Fee.....
	\$400.00
	\$3295.00
CREMATION WITH TRADITIONAL FUNERAL SERVICE	Funeral Director & Staff
Includes Open Casket Visitation Services (Funeral Home or Church)	\$2595.00
This charge includes arrangement conference, planning and coordinating the final disposition, securing required authorization forms and permits, obtaining demographic information for the filing of death certificate, obtaining certified copies of death certificate, coordinating and planning with others as needed such as clergy, church, musicians, cemeteries, crematories, crematory fee, newspapers and florists. This fee also includes a proportionate share of our overhead coses such as insurance, local, state and federal taxes, maintenance, salaries, etc. This service does not include cash advance items or merchandise selected, such as: rental casket, cremation container, urn, casket or printing package.	\$595.00
	Embalming.....
	\$225.00
	Dressing, Casketing, Cosmetizing
	\$250.00
	Facilities Use, Equipment, Staff for Viewing ...
	\$595.00
	Removal
	\$350.00
	Funeral Coach
	\$350.00
	Service Car.....
	\$100.00
	Crematory Fee
	\$400.00
	\$5460.00
	Rental Casket
	\$895.00
	\$6355.00
<u>MERCHANDISE</u>	
CASKETS	\$895.00 to \$4195.00
A complete list will be provided at funeral home.	
OUTER BURIAL CONTAINERS	\$1395.00 to \$6995.00
A complete list will be provided at funeral home.	
GRASS DEVICE AND DELIVERY (NO VAULT)	\$500.00
ALTERNATIVE CONTAINER	\$100.00
CREMATED REMAINS CONTAINER - URNS	\$150.00 to \$650.00
A complete list will be provided at funeral home.	
RENTAL CASKET	\$895.00
If you choose a funeral service where a rental casket is provided, the casket used for the funeral service may have been used in a previous service. If the casket has been used in a previous funeral service, the interior lining has been either replaced or thoroughly cleaned.	
MISCELLANEOUS MERCHANDISE	
Custom Printing Package	\$250.00
Includes memorial board, register book, memorial folders, thank you cards (unlimited).	

Public Assistance Burial Funeral Claims Rates

<u>County</u>	<u>Cremation</u>	<u>Funeral</u>	<u>Embalming</u>	<u>Burial Plot</u>	<u>Opening & Closing of Lot</u>	<u>Vault or box</u>	<u>Transportation</u>	<u>Misc</u>
Aitkin	\$2000 max (basic funeral/cremation) \$1000 max immediate cremation Proposed changes: \$2000 immediate cremation w/o service \$3200 immediate cremation w/ service \$3500 service w/ rental casket and cremation to follow	\$2000 max (basic funeral/cremation) Proposed changes: \$3500 (all prep & minimum casket)		Actual cost if family does not have means to pay for a grave lot	Actual cost average is \$600 - \$1000	Actual cost (if required)	\$1 per loaded mile outside trade area	\$100 max (no vault) Grave Side svc
Carlton	\$1000 (no embalming & no svc)	\$1,840	\$1840 (with or w/o svc)	Actual cost	\$400 max	Actual cost	\$1 per loaded mile outside Carlton Co.	
Crow Wing	\$2100 max immediate cremation \$2500 max - cremation w/ burial - (includes \$2100 plus \$400 allowance for cemetery costs)	\$3200 max immediate burial					\$2.00 outside a 20 mile radius (in addition to max when necessary)	\$700 cemetery allowance
Itasca	\$1150 max No funeral svc - including all professional svcs, transportation of body & container	\$1500 max Service w/ traditional burial/cremation including all professional svcs, funeral svc, transportation of body, casket or cremation container		Actual cost	Actual cost	Actual cost		
Koochiching	\$1400 w/ service \$1200 w/o svc	\$2237 max \$1705: Basic burial charges (svcs & casket) Includes professional svcs, embalming, use of facilities, first call car, funeral coach, add'l car (if required), casket cost				\$532	\$2.50 per loaded mile	\$475 - Coroner autopsy transfer fee \$75 - disaster removal pouch
Mille Lacs	\$1700 flat rate	\$2101 (includes professional svcs, casket, vault) Proposed changes: \$2136 (includes professional svcs, casket, vault. Children and oversized vaults can be negotiated w/ county)	\$200 max (paid only if 72 hr rule cannot be enforced)		Actual cost		\$1.25 per loaded mile outside of Mille Lacs Co.	
Pine	\$1500 w/ service (all inclusive except for transportation)	Stillborn & infants up to age 2: \$1000 Children ages 2 - 6 years of age: \$1000 Children age 6 to adult \$1500 includes: service, casket, vault. Oversized caskets - county will pay the difference between the price of regular county approved casket and a oversized casket.		Plot & sexton fees @ county cost, but county owned lots must be used first, unless deceased has prepaid lot.	Rate must be county approved		\$1.00 per loaded mile outside of Pine Co.	

Lake	<p>Cavallin Funeral Home \$1065 (\$1360 w/ *add'l charges) direct cremation includes: \$635 professional svcs \$145 general use of facility \$95 removal vehicle \$95 hearse for svc/transport to crematory \$95 container for cremation</p> <p>\$1290 (\$1585 w/ *add'l charges) traditional svc f/b cremation includes: \$635 professional svcs \$145 general use of facility \$95 removal vehicle \$95 hearse for svc/transport to crematory \$225 use of rental casket \$95 container for cremation</p> <p>*Crematory charges in addition (Hegstrom Family Funeral Home) \$295</p>	<p>Cavallin Funeral Home \$1545 (\$2095 w/ *add'l charges) traditional svc w/ burial includes: \$270 casket \$305 other burial container \$635 professional svcs \$85 funeral svcs \$60 general use of facility \$95 removal vehicle \$95 hearse for svc/transport to crematory</p> <p>*Add'l Cemetery charges (City of Two Harbors) \$225 purchase of burial lot \$325 Opening and Closing Costs</p>						
St. Louis	<p>\$1400 w/o funeral svc \$1700 w/ funeral svc</p>	<p>\$2200 Traditional services w/ body present and earth burial</p>		<p>\$255 - Cremation w/o funeral svc <u>or</u> w/ funeral svc \$600- Traditional svc</p>	<p>\$265 - Cremation w/o funeral svc <u>or</u> w/ funeral svc \$600 - Traditional svc</p>	<p>n/a - cremation svcs Traditional svc - Billed separately at cost</p>		<p>Crematory fee: \$210 w/o funeral svc \$184 w/ funeral svc Medical Examiner fee: \$50 cremation w/o funeral svc \$50 cremation w/ funeral svc</p>
Public Assistance Burial Funeral Claims - Children								
County	Funeral							
Itasca	<p>Stillborn - 1 year: 25% of adult rate 1 yr - 5yrs: 50% of adult rate Over 5 years: Adult rate (see above)</p>							
Koochiching	<p>Stillborn (2 ft casket req): \$205 + 15% Infant (>3 ft casket): \$235 + 15% Children (casket 3 ft +): Same as adult</p> <p>*Separate rate sheet for Forest Hill Cemetery</p>							

AITKIN COUNTY HEALTH & HUMAN SERVICES

2015 FEE SCHEDULE

Updated January 1, 2015

Income Maintenance

Licensing			
	Child Care Initial Licensing Fee		\$30.00
	Child Care Renewal Licensing Fee		\$50.00
Background Check			
	Initial Processing Fee		\$50.00
	Fees per HH member over Age 13	**Total Fees not to exceed \$100.00 Annually.	\$10.00

Social Service (Staff Hourly Expense = \$84.00)

CD Assessments			
	Ordered by the Court	**DUI or DWI **Maybe subject to Sliding Fee Scale	\$200.00
	All Other	**Maybe subject to Sliding Fee Scale	\$200.00

Custody Studies	Ordered by the Court	** Each Parent Responsible for Half ** Amount Per Study	\$1,000.00
Visitation Expeditor / Visitation Supervisor		**Fee based on what Remnica House charges the agency. **Fee is per hour/per family.	\$25.00
Adoption Finalizing	Fingerprint Process for Licensing	** Per Person	\$10.00
Community Education	L. Chenevert	**Per Month, Registration Fee	\$400.00
Corporate Foster Home		**Per Home/Per Licensing Year	\$250.00

Public Health

Safety Seats			
	Convertible		\$45.00
	Combo		\$45.00
	No Back Booster		\$12.00
Bike Helmets			

	Toddler		\$10.00
	Child		\$10.00
	Youth		\$10.00
	Adult		\$10.00
	Child/Youth Multi-sport		\$15.00
	Youth/Adult Multi-sport		\$15.00
Nipple Shields		**for NON WIC or Home Visiting Clients	\$10.00
Hydrogel Pads		**for NON WIC or Home Visiting Clients	\$9.00
TheraShells		**for NON WIC or Home Visiting Clients	\$11.00
Lead Draw			\$19.00
Immunizations			
**\$36.331 Serum & \$19.00 Admin	Hepatitis B	1st in Series	\$56.00
**\$36.331 Serum & \$19.00 Admin	Hepatitis B	2nd in Series	\$56.00
**\$36.331 Serum & \$19.00 Admin	Hepatitis B	3rd in Series - **15% discount for no outstanding balance, cash payment and complete series given by PH	\$56.00
**\$19.52 Serum & \$19.00 Admin	Td		\$39.00
**\$35.16 Serum & \$19.00 Admin	Tdap		\$54.00
**\$47.02 Serum & \$19.00 Admin	Pneumonia		\$66.00
**\$14.28 Serum & \$19.00 Admin	Fluzone Influenza	90685 & 90686	\$34.00

Updated 01/01/15

***New Serum 10/13/14

***New Serum 10/13/14

***New Serum 10/13/14

***New Serum ordered 02/11/15

**\$30.98 Serum & \$19.00 Admin	Fluzone High-Dose	90662	\$50.00
**\$18.13 Serum & \$19.00 Admin	FluMist Quad	90672	\$38.00
Max Allowed by State	MNVFC Immunizations **Child and Adult	** All other Child Immunizations treated the same as adults.	\$19.00
**\$5.06 Serum & \$19.00 Admin	MANTOUX	** Serum, Administer and Read	\$25.00
** Admin Only		** Administer and Read Only	\$19.00

***New Serum ordered 02/11/15

***New Serum ordered 02/11/16

Child Support and other Collections

IV-D		**Case Opening for Non-Public Assistance Clients	\$25.00
IV-E Foster Care		**Based on CS Guidelines - CS re- directed for full months of foster care.	Variable
Admin Foster Care/Non SED		**Use Old CS Guidelines - Current CS re-directed for full months of foster care.	Variable
SED Foster Care		**Parental Fee Worksheet	Variable
Detox		**Use Sliding Fee scale when Financial Info is supplied.	Variable

Office Support

Copies		**per page	\$0.25
Faxes		**per page	\$1.00



May is...

Mental Health Awareness Month

The AITKIN COUNTY LOCAL ADVISORY COUNCIL on MENTAL HEALTH

Invites the PUBLIC to our **OPEN HOUSE** on **THURSDAY, MAY 21st** at the

AITKIN PUBLIC LIBRARY, 110 First Avenue NE, Aitkin MN - LARGE CONFERENCE ROOM

11:00AM-1:30PM

Program to include:

LOCAL ADVISORY COUNCIL MEETING 11:00AM to 12:00PM

NATIONAL ALLIANCE ON MENTAL ILLNESS Presentation:

“Let’s Make It Okay” 12:00PM-1:00PM

Questions & Answers 1:00PM-1:30PM

Come and enjoy the day learning about mental health in Aitkin County.

Food and Beverages will be provided.

No need to R.S.V.P.



2015 County Performance Thresholds

Background

During the 2013 legislative session, the Minnesota Legislature established a performance management system for essential human services that included outcomes, initial performance measures, and thresholds; the mission being to improve outcomes for people.

How will thresholds be used?

Thresholds will be used to determine when a Performance Improvement Plan (PIP) is needed. Beginning in June 2015, counties will be made aware that they are required to submit a PIP at the same time that data for a particular measure becomes available.

What are thresholds?

Current thresholds for the Performance Management system are shown below in Table 1:

Table 1: 2015 Performance Management System performance thresholds

Measure	Threshold	Standard
Outcome 1: Adults and children are safe and secure		
Percent of children with a maltreatment determination who do not experience a repeat maltreatment determination within six months.....	94.7%	94.7%
Percent of vulnerable adults with a substantiated or inconclusive maltreatment allegation who do not experience a subsequent substantiated or inconclusive maltreatment allegation within six months.....	TBD	TBD
Outcome 2: Children have stability in their living situation		
Percent of current child support paid.....	Historical	80%
Percent of children discharged from out-of-home placement to reunification who were reunified within 12 months.....	75.2%	75.2%
Outcome 3: Children have the opportunity to develop to their fullest potential		
Percent of children in family foster care that were placed with relatives.....	20.9%	45.0%
Percent of open child support cases with paternity.....	90%	90%
Outcome 4: People are economically secure		
Percent of expedited Supplemental Nutrition Assistance Program (SNAP) applications processed within one business day.....	55%	83%
Percent of SNAP and cash assistance applications processed timely.....	75%	90%
Percent of open child support cases with an order established.....	80%	80%
Minnesota Family Investment Program/Diversionsary Work Program Self-Support Index.....	Within range of expected performance	Above range of expected performance

How will this work in 2015?

Counties will be held accountable for the Child Safety and Permanency and cash and food assistance measures in June 2015. Counties below thresholds will need to complete PIP's.

AITKIN COUNTY HEALTH & HUMAN SERVICES
Advisory Committee
Application Form

NAME: Holly (First) A (MI) BRAY (Last)

ADDRESS: 51130 HWY 169 HOME PHONE: 218-340-8913
Palisade MN BUSINESS PHONE: _____
56469 CELL PHONE: _____

E-MAIL ADDRESS: hollybray13@gmail.com

EMPLOYER: Roadside Restuarant OCCUPATION: server

EMPLOYER ADDRESS: AITKIN

1. Please state your reason for applying: I like serving on Headstart policy council and thought this might be informative
2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: I have used Headstart and WIC program also Public Nurse for infants
3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.
4. Are you able to attend at least 10 meetings each year? Yes No
5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant:  Date: 4/1/15

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

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Holly BRAY

STREET ADDRESS OF APPLICANT:

51130 HWY 169
Palisade MN 56469

PHONE NUMBERS:

DAYS 218-340-8913

EVENINGS _____

AITKIN COUNTY COMMISSIONER DISTRICT 5

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

I have been on Headstart Policy Council for the past two years and find it very informative. I am on the Health Advisory Committee for Headstart and would like to learn more about my own community.

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

[Signature]
Signature of Applicant

4/1/15
Date

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

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

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

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

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

AITKIN COUNTY HEALTH & HUMAN SERVICES

Advisory Committee

Application Form

NAME: Julie Anne Larkin (First) (MI) (Last)

ADDRESS: P.O. Box 355 Hill City 55748 HOME PHONE: - BUSINESS PHONE: - CELL PHONE: 218-398-1205

E-MAIL ADDRESS: julianne.larkin@gmail.com

EMPLOYER: Self / Riverwood OCCUPATION: Holistic Health,

EMPLOYER ADDRESS: 200 Banker Hill Dr. Mindfulness Coach + Teacher

1. Please state your reason for applying: Am interested in this area of service to residents of Aitkin County want to support optimum health + well-being.

2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: Former Collaborative Coordinator, Aitkin County Children + Family Council, worked for Aitkin County, public policy undergraduate degree, currently receiving health care services thru Medicare.

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

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

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

Signature of Applicant: Julie Anne Larkin Date: 4/18/15

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

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

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

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT:

Julie Anne Larkin

STREET ADDRESS OF APPLICANT:

mail → P.O. Box 355 (69208 Hwy 169)
Hill City, MN 55748

PHONE NUMBERS:

DAYS 218-398-1205

EVENINGS

"

AITKIN COUNTY COMMISSIONER DISTRICT

5

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

The focus of my work in holistic health is to support the optimal health + well-being of others. I have a MA in Holistic Health + BA in Public Policy Studies, which focused on child + family policies, so this area has been an interest for many years. I was coordinator of the Anoka County Children + Family Council until 2003, so have broad experience with working with others in the human service system within the county + →

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

Julie Anne Larkin

Signature of Applicant

4/18/15

Date

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

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

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

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

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____

APR 22 2015

Working closely with a decision-making board
as well as the county board. Also, I have
a broad knowledge of the services provided
& role of the different providers in the
human service system.

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	
Income:								Income:
Tax Levy								Tax Levy
CPA and In Lieu								CPA and In Lieu
State Revenue	1,939.91	40,539.90	105,579.99					State Revenue
Federal Revenue	74,142.95	239,019.53	228,357.04					Federal Revenue
Revenue From Third Party	10,836.27	20,079.03	25,971.09					Revenue From Third Party
Misc. Revenue	24,781.43	20,058.61	19,601.81	(439.59)				Misc. Revenue
Total:	111,700.56	319,697.07	379,509.93	(439.59)	-	-	-	Total:
Expenditures:								Expenditures:
Payments to Recipients	108,337.55	151,614.51	121,965.73	190,185.94				Payments to Recipients
Salaries and Fringes	346,067.82	301,340.14	304,812.06	315,453.61				Salaries and Fringes
Services and Charges	34,946.78	31,070.50	24,034.29	27,452.67				Services and Charges
Travel and Insurance	46,931.08	3,721.12	6,403.80	3,295.48				Travel and Insurance
Office Supplies	2,089.92	3,019.98	2,988.67	2,173.29				Office Supplies
Capital Outlay	-	-	-	-				Capital Outlay
Misc Expense & Pass Thru	3,564.28	36,736.35	5,999.28	35,644.68				Misc Expense & Pass Thru
Total:	541,937.43	527,502.60	466,203.83	574,205.67	-	-	-	Total:
Final Totals:	(430,236.87)	(207,805.53)	(86,693.90)	(574,645.26)	-	-	-	Final Totals:

Cash Balance as of 04/2014
4,381,363.40

Cash Balance as of 04/2015
3,661,415.27

YTD 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008	ACTUAL 2007	ACTUAL 2006
-	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	2,303,196.53	1,817,723.90
-	270,042.48	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53	389,866.09	312,877.69
148,059.80	881,136.72	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64	790,366.43	905,921.06
541,519.52	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	2,013,560.50	1,993,226.16
56,886.39	207,345.61	216,749.43	204,217.36	163,265.77	126,077.60	-	-	-	-
64,002.26	315,012.26	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74	568,060.27	484,763.05
810,467.97	5,730,389.26	6,184,048.92	6,117,765.60	6,049,342.18	6,073,507.57	6,136,847.65	6,289,542.62	6,065,049.82	5,514,511.86
572,103.73	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	1,827,333.49	1,858,630.93
1,267,673.63	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	3,091,358.49	2,911,440.42
117,504.24	336,723.19	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72	271,589.87	281,345.91
60,351.48	143,562.07	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88	91,625.96	96,293.29
10,271.86	73,198.58	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17	63,677.05	65,267.30
-	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07	24,380.79	40,048.96
81,944.59	180,413.58	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22	148,157.71	145,866.15
2,109,849.53	6,065,718.43	5,654,467.96	5,929,317.85	5,881,836.60	6,074,624.26	6,161,619.70	5,731,516.20	5,518,123.36	5,398,892.96
(1,299,381.56)	(335,329.17)	529,580.96	188,447.75	167,505.58	(1,116.69)	(24,772.05)	558,026.42	546,926.46	115,618.90

AITKIN COUNTY FOSTER CARE

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	\$79,173.07		
MARCH	\$75,000.60	\$61,384.45	\$89,386.88	\$44,070.76	\$24,095.99	\$65,772.03		
APRIL	\$79,548.43	\$69,570.36	\$101,195.78	\$52,651.49	\$71,994.81	\$61,777.07		
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			
TOTAL	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$628,754.70	\$230,088.21	\$0.00	\$0.00
CHILDREN	57	56	49	50	53			
	\$970,887.85	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	\$37,760.43	(\$398,666.49)		
	Increase	Decrease	Decrease	Decrease	Increase			
	from 2009	from 2010	from 2011	from 2012	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>

Total \$610,577.75

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>

Total \$718,065.87

2015 Foster Care Breakdown Year to Date

Child Shelter	
Treatment Foster	\$12,934.18
Child Foster Care	\$ 69,270.48
Rule 8 FC	
Corrections	\$ 79,227.10
Extended FC	
Rule 5	\$65,606.90
Respite	\$1,425.34
Child Care	\$943.00
Health Services	
Transportation	<u>\$1,730.48</u>

Total \$231,137.48

2012 Foster Care Reimbursement

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

Total \$245,830.57

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

Recoveries may be collected long after child has left placement.

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

2013 Foster Care Reimbursement

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

Total \$240,131.69

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

Recoveries may be collected long after child has left placement.

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

2014 Foster Care Reimbursement

IV-E	
Rule 5	
Recoveries	

Total \$0.00

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
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Total	\$976,259.24
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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
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Total	\$909,516.09
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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
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Total	\$610,577.75
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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	\$231,137.48	\$327,678.69	\$296,158.98	\$94,228.20
Total	\$718,065.87			

2015 Foster Care Breakdown Year to Date

	Total	Social Service	Corrections	ICWA
Child Shelter	\$0.00	\$0.00	\$0.00	\$0.00
Treatment Foster	\$12,934.18	\$12,934.18	\$0.00	\$0.00
Child Foster Care	\$69,270.48	\$47,790.09	\$339.28	\$21,141.11
Rule 8 FC	\$0.00	\$0.00	\$0.00	\$0.00
Corrections	\$79,227.10	\$0.00	\$53,244.74	\$25,982.36
Extended Foster Care	\$0.00	\$0.00	\$0.00	\$0.00
Rule 5	\$65,606.90	\$62,980.34	\$0.00	\$2,626.56
Respite	\$1,425.34	\$1,425.34	\$0.00	\$0.00
Child Care	\$943.00	\$943.00	\$0.00	\$0.00
Health Services	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	\$1,730.48	\$1,730.48	\$0.00	\$0.00
Total	\$0.00	\$127,803.43	\$53,584.02	\$49,750.03
Total	\$231,137.48			

AITKIN COUNTY VOLUNTEER DRIVER TRANSPORTATION

MONTH	MEDICAL TRANSPORTS COMPLETED	OTHER TRANSPORTS COMPLETED*	TRANSPORTS CANCELED OR NO SHOWS	TOTAL TRANSPORTS ARRANGED	COUNTY EXPENSE FOR MEDICAL TRANSPORTS
APRIL	58	5	20	83	\$597.24
MAY	67	0	9	76	\$435.52
JUNE	68	6	12	86	\$422.00
JULY	49	23	13	85	\$351.16
AUGUST	57	16	22	95	\$475.16
SEPT	60	0	25	85	\$503.16
OCT	75	1	13	89	\$373.80
NOV	61	0	9	70	\$211.44
DEC	59	2	9	70	\$394.82
JAN '15	57	2	7	66	\$131.75
FEB '15	39	3	10	52	\$217.92
MARCH	54	0	6	60	\$79.85
APRIL					\$395.43

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



Minnesota Department of **Human Services**

April 6, 2015

Mr. J. Mark Wedel, Chair
 Aitkin County Board of Commissioners
 217 2nd Street NW
 Aitkin, MN 56431

Dear Commissioner Wedel:

It is my pleasure to commend you and your staff for perfect performance in meeting DHS Human Service financial reporting requirements for calendar year 2014. All key quarterly fiscal reports for programs your county participates in were submitted to our Financial Operations Division on or before the report deadlines and in perfect order. This effort required submission of 32 major reports covering the four calendar quarters of 2014. These reports are:

- LCTS Cost Report (local collaborative)*
- Income Maintenance Expense
- MFIP Consolidated Fund
- Social Service Fund
- Client Statistics
- Title IV-E
- SEAGR
- BRASS—Based Grant Fiscal Report

* If your county participates in a "local collaborative", submission of this report may require the collection of multiple local partner reports for consolidated submission to DHS.

I know this accomplishment requires planning, an efficient operation, and teamwork within your county Human Services Department. The result is timely revenue for your county and compliance with federal reporting for us at the State. Please congratulate your management and staff on this superb effort.

Sincerely,

Lucinda Jesson
 Commissioner

Congratulations!

cc: Tom Burke, Aitkin County Director

APR 10 2015

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Summary Minutes

Meeting Date: April 9, 2015

Meeting Site: Itasca Resource Center, Grand Rapids, MN

Introductions: The Board and others present provided self-introduction. It was noted that Board member Betsy Johnson was absent due to a work commitment.

Review and Approval of the Agenda: Karen Benson requested adding discussion of a SHIP 4 Letter of Support under Administration Update. With this addition, Leo Trunt made a motion to approve the agenda; seconded by Ihleen Williams; motion carried.

Minutes of February Meeting: Laurie Westerlund made a motion to approve the minutes; seconded by Phyllis Karsnia; motion carried.

Administration Update: Kelly Chandler, CHS Administrator, provided an update on Community Health Board Administration, with information including:

- **CHAMPS** – This is the electronic recordkeeping system being utilized by all 3 counties. There will be a webinar at the end of the month which all 3 counties are planning to attend. Itasca County is working on integrating the Healthy Families America charting with Pathways in the CHAMPS system. Aitkin County is exploring additional technology and Erin Melz, Aitkin County Public Health Supervisor is meeting with Kathy Ryan, Aitkin County Fiscal Supervisor to set up billing through the CHAMPS system. Nancy Lee, Koochiching County Public Health Supervisor said they are looking at improving efficiency with family health charting (part of QI project) and pathways. MDH is presenting webinar information on how the Family Home Visiting information gathered on CHAMPS will be automatically linked to the MEDSS System.
- **PPMRS (Local Public Health Planning and Performance Measurement Reporting System)** - This annual report is completed by March 31 of each year. There is an extensive Narrative Component detailing the accomplishments of the areas of public health, which each Public Health Supervisor/Division Manger completed and the compiled report was completed at the Community Health Board office. The Fiscal Year End report is also entered by Fiscal Staff in each county with the combined report prepared and entered at the Community Health Board office. These reports go through a validation process by MDH and corrections must be completed by March 31. Our report had some minor corrections needed and we have successfully completed this report.

Administration Update (Continued):

- **Legislative Visit** – Local Public Health Association Day on the Hill was held recently. This is an opportunity for Public Health Staff to connect with their area legislators. Kelly Chandler, CHS Administrator and Itasca County Public Health Division Manager and Erin Melz, Aitkin County Public Health Supervisor were able to attend this event. They were able to meet with Senators Saxhaug and Ruud and Representatives Anzelc and Lueck.
- **Statewide Health Improvement Program (SHIP) 4 Letter of Support** – The Aitkin-Itasca-Koochiching Community Health Board was asked to provide a letter of support for the joint application for continued funding for the SHIP program which operates in our three counties through a collaborative agreement with the four county CHB of Carlton, Cook, Lake and St. Louis. Kelly revised a letter drafted by the quad county CHB supporting our joint application for SHIP 4 with the Quad counties, and asked that the Board Chair sign this letter on behalf of our CHB. Upon a motion from Laurie Westerlund, seconded by Ihleen Williams, the Board approved submitting a letter of support, signed by the Board Chair in support of this collaborative grant application; motion carried.

Local Public Health Report:

Kelly Chandler, CHS Administrator, and Itasca County Public Health Division Manager is the tri-county CHS Local Public Health Association representative. She provided a report on the past meeting with information including:

- **Local Public Health Grant Restoration** – An LPHA priority is LPHG restoration to restore what was cut in 2003. There was a 30 percent cut to Local Public Health in 2003. The Governor wrote 10% increase into his budget for counties outside the metro, while the Senate and House both have authors who wrote in full restoration of the Local Public Health Grant funds. Some concern that other areas of budget are getting more traction at the Governor's office, so LPHA is trying to bring forth the message that this is a small request compared to some of the other budget requests, and would restore funding.
- **Home visiting reimbursement** – this reimbursement is currently approximately \$60 per visit for MCH home visits for Mom and baby. There is a proposal to increase reimbursement to \$140 per visit but there has been a change to the language which would require that it be part of Healthy Families America or Nurse Family Partnership which would be a barrier to many counties, because these programs have many costs and client number requirements. Kelly sent an email to the LPHA Legislative Committee, voicing her disappointment in the language change, but supporting the increased reimbursement for home visits.

Tom Burke discussed looking at H&HS organizations modeling using some of the funds which will become available in various funding proposals, to meet the requirements, and get the Public Health discussion into the Social Services discussion so that responsibilities can be spread out with limited staff available.

Local Public Health Report (continued):

- **WIC-** Currently, at the federal level, families have automatically qualified for WIC if they qualified for programs such as free and reduced lunch or MA (there are more). The federal proposal now would require that WIC staff to process pay stubs or other financial information for clients which would increase WIC administration time and WIC numbers might go down. So LPHA has sent letters asking that this change not be passed.
- **Federal Public Health Grants** - Senator Franken had sent a letter in support of federal PH block grants and LPHA will send a letter as well.
- **Statewide Health Improvement Program (SHIP) funding** – We are watching the budgeting process for these funds. House Republicans may zero out the line item for SHIP. We have not seen that happen yet and the Governor's budget had still included this, but we are continuing to watch this.

State CHS Advisory Committee (SCHSAC) Report:

- Betsy Johnson, Itasca County Board Representative is the Tri-County CHS State CHS Advisory Committee Representative. Betsy had an excused absence from the Board meeting today, and submitted a written report. Upon a motion from Ihleen Williams, seconded by Phyllis Karsnia, the Board accepted the minutes and notes of the SCHSAC meeting submitted by Betsy Johnson; motion carried.

Public Health Reports:

- Reports were provided from each county Public Health Supervisor/Division Manager.

Financial Information:

- Karen Benson, Grants Manager reviewed the financial reports for various grants. Overall grants expenditures were on target for the year. She noted that she and fiscal staff in each county will be busy with many quarterly reports due by the end of April. She also shared the PPMRS 2014 Expenditure Report which details the funds expended in the three counties during the past year in promotion of Public Health. State and Federal Grants provided to our three counties totaled \$1,112,342.
- Karen Benson next presented information on a request for authorization to pay per diem and mileage expenditures for Board members participating in the Hiring Committee meeting in Grand Rapids on March 30, 2015. Upon a motion from Laurie Westerlund, seconded by Phyllis Karsnia, authorization to pay per diem and mileage reimbursement to Board members participating in the Hiring Committee meeting was granted; motion carried.

Upon a motion from Leo Trunt, seconded by Ihleen Williams, the Financial Report was approved; motion carried.

Review Bylaws, Joint Powers Agreement, Personnel Policies and Discuss Medical Consultant Contract:

- **Joint Powers/ Bylaws** - Upon a request from the Board at the February 2015 Board meeting, Eric Villeneuve, Itasca County Health and Human Services Director, drafted revisions to the Bylaws and Joint Powers Agreement of the Aitkin-Itasca-Koochiching Community Health Board. He has now submitted these changes to the county attorneys for review, and received comments from the Aitkin County Attorney and the Koochiching County Attorney suggesting small changes. It is expected that the Itasca County Attorney review will be presented at the June Board meeting.
- **Itasca County Representative to CHS Board** – Eric Villeneuve noted that Itasca County Health and Human Services requested that the Itasca County Board post for a Board member position to complete the unexpired term of one representative. This has been posted by Itasca County and applications will close on April 24.
- **Personnel Policies** - Because the Board is in the process of hiring a new administrator, review of the Personnel Policies was deferred until after this process is completed. It was noted it will be necessary to have these in place prior to the hiring of a new administrator.

Next Meeting:

The next meeting of the Community Health Board will be June 11, 2015, at 10:00 a.m. in Grand Rapids.

Other: There was no other business to come before the Board.

Adjournment:

Upon a motion from Ihleen Williams, seconded by Phyllis Karsnia, the Board meeting was adjourned at 11:50 a.m..



STATE COMMUNITY HEALTH SERVICES ADVISORY COMMITTEE
Friday, March 20, 2015 9 am-12 pm via video conference

AIK CHB representative Betsy Johnson attended at the MDH Bemidji District Office
Brief report:

1. Karen Ahman (Polk-Norman-Mahnomen CHB) led her first meeting as chair
2. Lowell Johnson (Washington CHB) described the Research to Action Network: Primary care and public health working together at the local level ; stay current with research and evidence-based practice. Representatives from SCHSAC, LPHA, U of M SPH and MDH form the network.
3. Deb Burns presented the SCHSAC 2014 annual report and the 2015 workplan (tied to the SCHSAC strategic plan)
4. A local/small group discussion was held to discuss recent successes, challenges and statewide issues. Mental health and appropriate care was widely discussed.
5. Commissioner's remarks:
 - a. SHIP is the our greatest public health intervention and is the backbone organization to buiild upon
 - b. Paid leave is a top concern as it really does improve health
 - c. MN's Health Equity report won the National Association of State Legislators award as the most influential document of 2014
 - d. Dr. Ehlinger will be the president of the Association of State and Territorial Health Officers (ASTHO) next year; his challenge project is Advancing Health Equity
 - e. MDH has hired a Mental Health planner who comes from DHS – Children's Mental Health Services
 - f. MN is applying to be the regional center (national Region 5) for ebola response – carries over into other mass incident/quarantine scenarios
 - g. Hennepin County has a mental health-criminal justice initiative that may have applicability throughout the state
 - h. E-cigarettes – recommend take action at the local level; an IOM report shows a 25% reduction in tobacco use if the legal age to purchase is raised to 21.
6. Upcoming events:
 - a. April 16 "State of Public Health" address by the commissioner
 - b. April 21 12-1:30 pm video conference "Be a Public Health Policy Maker" recommended for all local elected officials (contact Kelly, Erin, or Nancy for site registration information. (flyer attached)
 - c. June 18 orientation for all new local public health leaders

**AITKIN COUNTY HEALTH & HUMAN SERVICE
ADVISORY COMMITTEE MEETING MINUTES
Wednesday, April 1, 2015**

IX. – A.

Committee Members Present: Marlene Abear
Diane Eastman, AFSCME Union Rep.
Roberta Elvecrog
Kami Genz, CMCC
Darlene Hlidek
Gayle Janzen
Joy Janzen
Kristine Layne, Riverwood HealthCare
Bob Marcum
Bev Mensing, Red Cross
Katie Nelson, Riverwood Foundation
Jessica Seibert, HRA
Amanda Voller, Workforce Center
Commissioner Anne Marcotte
Commissioner Laurie Westerlund

Others Present: Tom Burke, Director
Sue Tange, Social Service Supervisor
Ann Rivas, Social Service Supervisor
Julie Lueck, Clerk to the Advisory Committee

Guests: Joel Hoppe
Brenda Butterfield, Social Worker
Amanda Flier, Social Worker
Stacy Nissen, Social Worker
Deb Tuper, Social Worker
Rae Zahn, Social Worker
Holly Bray, Committee Applicant

Absent: Jim Carlson

Introduction of Guests & Visitors. Holly Bray from District 5 as a potential committee member. Five Child Protection Social Workers introduced themselves, giving their years of service to the agency and a brief description of the work they do. They were: Rae Zahn, Brenda Butterfield, Stacy Nissen, Amanda Flier, and Deb Tuper.

I. Approval of Agenda

Motion by Roberta Elvecrog, seconded by Jessica Seibert, and carried, the vote was to approve the Agenda as presented.

II. Approval of Minutes of the March 4, 2015 Meeting

Motion by Bev Mensing, seconded by Gayle Janzen, and carried, the vote was to approve the Minutes of the March 4, 2015 meeting as presented.

III. Governor’s Task Force (Child Protection) – Tom Burke / Sue Tange - Tom reviewed and discussed the Task Force Recommendations document that was handed out. Major issues are the caseload numbers and staff to cover those caseloads; funding for the additional staff as well as the fact we will have more children in foster care increasing the need for more funding in that area. He went into more detail in each of the following areas: the Training and Supervision Overview; Screening and Transparency; Data Systems and SSIS changes; Recommendations for further study or workgroups; and Foster Care Recommendations.

IV. Task Force Reports/Updates:

A. Corrections - Kami Genz/Roberta Elvecrog - Nothing to report.

B. Public Health – Bob Marcum / Kristine Layne - Bob Marcum reported on the initiatives he has become aware of and the websites where this information is available so folks can make public comments in response. He passed around documents for members to look over including a letter from the Governor addressed to the Legislative Leaders; the 2015 Mental Health Reform which addresses building a continuum of MH Care for all Minnesotans; and the 2017 Innovation Waiver Progress Report.

It was noted that Erin Melz sent out an e-mail regarding a presentation called, “Be a Public Health Policy Maker” Video Conference to be held on Tuesday, **April 21st at Noon** in the Health & Human Services Building. Please contact Erin to register to attend this presentation. It was also noted that Ann Rivas also sent out an e-mail regarding the “Let’s Make it Okay” presentation to be held on **May 21st at Noon** at the Aitkin Public Library which is sponsored by the Aitkin County LAC on Mental Health.

C. Children’s Social Services/Mental Health – Katie Nelson/Darlene Hlidek - Nothing to Report. (Bev Mensing asked to be removed from this Task Force.)

D. Adult Social Services/Mental Health – Jessica Seibert / Bob Marcum / Marlene Abear - Nothing to Report.

V. Budget Committee Report/Update – Jim Carlson / Jessica Seibert - Nothing to Report.

VI. Comments:

A. Comments from the Committee Members for the Commissioners relative to HHS – No Comments at this time.

B. Feedback from the Board Meetings – March 24, 2015 – Bob Marcum / Roberta Elvecrog - Roberta discussed the repetition of questions at the Board Meetings from previous presentations.

C. Committee Members scheduled to attend upcoming Board Meetings in 2015:

APRIL 28	Darlene Hlidek	Marlene Abear	MAY 26	Gayle Janzen	Katie Nelson
JUNE 23	_____	_____	JULY 28	_____	_____
AUGUST 25	Bob Marcum	_____	SEPTEMBER 22	Jessica Seibert	Marlene Abear
OCTOBER 27	Jim Carlson	Amanda Voller	NOVEMBER 24	Bob Marcum	_____
DECEMBER 22	_____	_____			

VII. Miscellaneous Discussion

A. LAC (Aitkin County Local Advisory Council on Mental Health) Event– Thursday, May 21 – Noon at the Aitkin Public Library “Let’s Make it OK” Presentation- This was discussed under IV. – B.

- B. Legislative Meeting** – Tom Burke reported that both Ann Rivas and Erin Melz had been in St. Paul and met with the legislators (Senator Carrie Ruud and Representative Dale Lueck). We also had a meeting with Rep. Lueck who came to our office as well as Sen. Ruud via a telephone conference call. With the Governor’s Task Force Recommendations affecting child protection programs, we are going to want to meet with them again on many different levels including with the CJJ (Children’s Justice Initiative) Committee which is comprised of the Judge, County Attorney, Sheriff, and H&HS staff.
- C. Thank yous** were extended to the folks that helped with and provided goodies for the McGregor Community Meal.

VIII. Adjourn

Motion by Bev Mensing, seconded by Gayle Janzen, and carried; the vote was to adjourn the meeting at 4:53 p.m.

Joy Janzen, Chairperson

Julie Lueck, Clerk to the
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:

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