

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
June 23, 2015**

- 9:05 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review May 26, 2015 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. General/Miscellaneous Information**
 - A. Support Within Reach - Amanda Ysen / Melissa Canfield
 - B. Child Protection Legislative Updates – Tom Burke
 - 1. Hire One FTE Social Worker
 - VI. Contracts / Resolutions**
 - A. Warming / Cooling Center Site Agreement – LLCC
 - B. Resolution – Ann Rivas
 - VII. Administrative Reports:**
 - A. Financial & Transportation Reports
 - VIII. Joint Powers Board Reports:**
 - A. Tri-County Community Health Services Board (CHS)
Commissioner Westerlund / Erin Melz / Tom Burke
June 11, 2015 Meeting Minutes
 - IX. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Meeting updates from Committee Members: Holly Bray & Roberta Elvecrog
Draft minutes of the June 3, 2015 meeting.
 - B. AEOA Committee Update – Commissioner Westerlund
 - 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 – July 28, 2015**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
May 26, 2015**

I. Attendance

The Aitkin County Board of Commissioners met this 26th day of May, 2015, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Sue Tange & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; Gayle Janzen, Katie Nelson, and Roberta Elvecrog, H&HS Advisory Committee Members; Marcia Mehle and Jack Larson, Arrowhead Transit; and Steve Hughes, SWCD.

II. Approval of Health & Human Services Board Agenda

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

III. Review April 28, 2015 Health & Human Service Board Minutes

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

IV. Review Bills

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

V. General/Miscellaneous Information

A. Legislative Updates –

1. Governor's Task Force – Tom Burke / Sue Tange – Tom Burke discussed the Governor's Task force. There are presently 92 recommendations as a result of the findings of the task force. MACSSA has a sub group working on prioritizing the recommendations. The goal is to have a voice on how the implementation plays out. It is hoped MACSSA can impact the order in which the recommendations will roll out as well.

2. Public Health Funding – Tom Burke / Erin Melz discussed the fact that there are three important factors that came through with funding. 1) Local Public Health Fund Grant restored 29% of the previous cuts. 2) TANF (Home Visiting) maintained the base and added a little more funding. 3) SHIP base funding was maintained.

VI. Contracts / Resolutions

A. Facilities Use Agreement – Pine Technical College – Sue Tange - Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve and authorize the Board Chair to sign the Facilities Use Agreement with Pine Technical College for the use of meeting space for training presentations to Aitkin County Day Care and Foster Care Home Providers.

- B. Resolution – Request for Proposals to Provide Health Care Services –
Tom Burke / Erin Melz

Request for Proposals to Provide Health Care Services

WHEREAS, the Minnesota Department of Human Services has published a Request For Proposals to provide health care services to recipients of Medical Assistance and MinnesotaCare in 87 Minnesota counties including Aitkin County; and

WHEREAS, the Minnesota Department of Human Services has requested County evaluations and recommendations regarding the RFP proposals from each respective county; and

WHEREAS, Blue Cross Blue Shield Minnesota, UCare, Medica and Health Partners submitted proposals to provide managed health care services in Aitkin County; and

WHEREAS, representatives of Aitkin County Health & Human Services have reviewed and evaluated the proposals; and

WHEREAS, UCare and Health Partners have submitted proposals suitable to meet our needs,

NOW, THEREFORE, BE IT RESOLVED, that the Aitkin County Board of Commissioners supports the recommendation of Aitkin County Health & Human Services approving UCare and Health Partners as Managed Care Organization(s) (MCO(s)) providing managed health care services in Aitkin County.

Commissioner Westerlund moved the adoption of the resolution, seconded by Commissioner Napstad, and it was declared adopted upon the following vote:
Members Present: 5 ALL MEMBERS VOTING "YES"

VII. Administrative Reports:

- A. Financial & Transportation Reports – Kathleen Ryan reviewed and discussed various aspects of the Financial, Foster Care, and Transportation Reports. Kathleen also reviewed two client illustrations as to how bills are paid and reported at various levels.

VIII. Joint Powers Board Reports:

- A. Tri-County Community Health Services Board (CHS)
Commissioner Westerlund / Erin Melz / Tom Burke - Erin updated the Board on their May 13, 2015 Meeting noting that they are now looking at applications for a Public Health Planner to train to become the PH Administrator. Lack of actual experience is missing even with extensive college education for the former applicants/candidates. Interviews for a PH Planner will take place June 11th. It was also noted that Ed Ellinger, Commissioner of Health will attend an event in International Falls.

IX. Committee Reports from Commissioners

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Meeting updates from Committee Members: Gayle Janzen & Katie Nelson
Draft minutes of the May 6, 2015 meeting. A brief update was given which referenced the enclosed minutes of the May 6th meeting.

- B. AEOA Committee Update – Commissioner Westerlund noted that her meeting is in June. Jack Larson and Marcia Mehle from Arrowhead Transit updated the Commissioners on the Rural Rides which will be expanding and begin soon in Aitkin County. This program is to develop innovative solutions to meet the needs of workers and job seekers. The coordinator will be housed in the Aitkin Workforce Center. They are asking for a monetary investment and show of support for the program from Aitkin County. The Board tabled the discussion for a couple weeks until after their District meeting on June 11-12.
- C. NEMOJT Committee Update – Commissioner Napstad noted they have not met. He updated the Board on the Environmental Quality Board meeting he attended.
- D. CJI (Children’s Justice Initiative) – Commissioner Westerlund updated the Board on the recent meeting noting CHI Permanency Conference coming up in September and the new legislation becoming effective July 1st with respect to Adoption and Juvenile Protection Rules.
- E. Lakes & Pines Update – Commissioner Niemi updated the Commissioners on the results of the Community Survey noting transportation is a critical factor, cost of utilities and the need for research for alternative energy sources, and the lack of dentists accepting low income patients with medical care insurance due to the low reimbursement rates.
- F. Update on Mental Health Presentations – Ann Rivas updated the Board on the recent presentations noting that Shelley Britton from NAMI led a MH discussion from her perspective of struggling with it all her life. Commissioner Wedel noted that two main points were breaking down barriers and removing the stigma with respect to what we accept whether it is physical problems or mental health issues.

X. Break at 9:51 a.m. for 15 minutes

Next Meeting – June 23, 2015

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 6/19/15 1:08PM
 Health & Human Services

Aitkin County

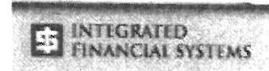


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
32 6094 AADA 05- 430- 710- 3190- 6020		135.00	Supervised visitation - Court- 05/14/2015 05/14/2015	Court Related Services & Activities
20 05- 430- 710- 3640- 6020		675.00	Supervised visits/Family Asses 05/06/2015 05/21/2015	Family Assessment Response Services
30 05- 430- 710- 3650- 6027		1,372.50	Supervised visitation - Servic 05/01/2015 05/29/2015	Serv For Concurrent Perm Plan
6094 AADA		2,182.50	3 Transactions	
41 86222 AITKIN INDEPENDENT AGE 05- 430- 720- 3020- 6069		72.60	Child Care Advertising - Commu 05/16/2015 05/20/2015	Community Ed & Prevent/Advertising
86222 AITKIN INDEPENDENT AGE		72.60	1 Transactions	
22 9791 BieganeK/Joan M 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 05/01/2015 05/31/2015	Guardianship/Conservatorship
9791 BieganeK/Joan M		105.00	1 Transactions	
28 11062 BLAND/KENNETH D 05- 430- 710- 3820- 6040		306.00	Relative Custody Assistance 06/01/2015 06/30/2015	Relative Custody Assistance
11062 BLAND/KENNETH D		306.00	1 Transactions	
38 87882 Central MN Mental Health Ctr 05- 430- 730- 3710- 6080		1,260.00	Detoxification (Category I) 12/12/2014 12/15/2014	Detoxification - Other
87882 Central MN Mental Health Ctr		1,260.00	1 Transactions	
34 12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 06/01/2015 06/30/2015	Relative Custody Assistance
12191 COOPER/SHIRLIE		87.00	1 Transactions	
36 13351 DANIEL MARQUARDSEN THERAPY LLC 05- 430- 745- 3090- 6050		625.00	Pre- Petition Screening/Hearing 06/12/2015 06/12/2015	Pre- Petition Screening/Hearing

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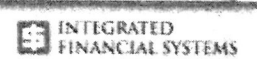


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13351 DANIEL MARQUARDSEN THERAPY LLC		625.00	1 Transactions		
11051 Department of Human Services					
47 05-430-720-3110-6069		361.42	BSFE County Match Invoice #A30		Bsf Child Care
			03/01/2015 03/31/2015		
48 05-430-720-3110-6069		361.42	BSFE County Match Invoice #A30		Bsf Child Care
			04/01/2015 04/30/2015		
39 05-430-730-3590-6072		4,301.84	CCDTF Maintenance of Effort		Ccdtf County % State Billings
			04/01/2015 04/30/2015		
11051 Department of Human Services		5,024.68	3 Transactions		
10342 DHS- Anoka Metro Rtc					
12 05-430-745-3721-6081		25,575.00	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
10342 DHS- Anoka Metro Rtc		25,575.00	1 Transactions		
9220 DHS- MSOP					
4 05-430-745-3721-6081		1,057.10	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
8 05-430-745-3721-6081		1,057.10	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
29 05-430-745-3721-6081		2,642.75	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
9220 DHS- MSOP		4,756.95	3 Transactions		
89965 DHS- ST PETER- SEE LIST					
1 05-430-745-3721-6081		1,847.60	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
13 05-430-745-3721-6081		1,847.60	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
33 05-430-745-3721-6081		1,847.60	State- operated inpatient		Commitment Costs - Poor Relief
			05/01/2015 05/31/2015		
37 05-430-745-3721-6081		1,099.80	State- operated inpatient		Commitment Costs - Poor Relief
			05/14/2015 05/31/2015		
89965 DHS- ST PETER- SEE LIST		6,642.60	4 Transactions		
91345 Elvecrog/Roberta C					
7 05-430-750-3950-6020		35.00	Public guardianship		Public Guardianship Dd

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9 05- 430- 750- 3950- 6020		105.00	05/01/2015 05/31/2015	Public Guardianship Dd
91345 Elvecrog/Roberta C		140.00	05/01/2015 05/31/2015	2 Transactions
13588 EMILY ROLLOFF				
27 05- 430- 710- 3190- 6020		378.64	06/08/2015 06/08/2015	Dumpster - Court- Related Servi Court Related Services & Activities
13588 EMILY ROLLOFF		378.64		1 Transactions
11072 Lutheran Social Service Of Mn- St Paul				
2 05- 430- 750- 3950- 6020		314.24	04/01/2015 04/27/2015	Public guardianship Public Guardianship Dd
3 05- 430- 750- 3950- 6020		71.67	05/31/2015 05/31/2015	Public guardianship Public Guardianship Dd
15 05- 430- 760- 3950- 6020		94.38	04/01/2015 04/29/2015	Guardianship/Conservatorship Guardianship/Conservatorship
11072 Lutheran Social Service Of Mn- St Paul		480.29		3 Transactions
91221 McCormick/John				
14 05- 430- 710- 3820- 6040		335.00	06/01/2015 06/30/2015	Relative custody assistance Relative Custody Assistance
91221 McCormick/John		335.00		1 Transactions
10870 MEDIATION- CONSULTING				
21 05- 430- 710- 3661- 6020		575.00	05/11/2015 05/11/2015	Family Group Decision Making Triple P Activity
10870 MEDIATION- CONSULTING		575.00		1 Transactions
12538 North Homes, Inc				
17 05- 430- 710- 3620- 6020		20.00	05/06/2015 05/26/2015	In home services - mileage - F Family- Based Counseling Services
18 05- 430- 710- 3620- 6020		435.20	05/06/2015 05/26/2015	In home services - Family- Base Family- Based Counseling Services
12538 North Homes, Inc		455.20		2 Transactions
3646 NORTHERN PINES MH CTR				
10 05- 430- 745- 3030- 6071		300.00		Client Outreach (CSP) Client Outreach - Csp

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3646 NORTHERN PINES MH CTR		300.00	05/01/2015 05/31/2015 1 Transactions	
10977 NORTHERN PSYCHIATRIC ASSOCIATES				
16 05- 430- 740- 3050- 6020		350.00	Child Outpatient Diagnostic As 05/08/2015 05/08/2015	Child Outpat Assess/Psyc. Testing
43 05- 430- 740- 3050- 6020		766.95	Child Outpatient Diagnostic As 05/08/2015 05/08/2015	Child Outpat Assess/Psyc. Testing
42 05- 430- 740- 3900- 6020		360.00	Clinical supervision- Child Rul 05/01/2015 05/01/2015	Child Rule 79 Case Mgmt
44 05- 430- 745- 3910- 6020		360.00	Clinical supervision- Adult Rul 05/01/2015 05/01/2015	Adult Rule 79 Case Mgmt
10977 NORTHERN PSYCHIATRIC ASSOCIATES		1,836.95	4 Transactions	
3639 NORTHLAND COUNSELING CTR INC				
45 05- 430- 730- 3710- 6020		325.00	Detoxification (Category I) 05/19/2015 05/19/2015	Detoxification - Grand Rapids
46 05- 430- 730- 3710- 6020		219.30	Detoxification (Category I) 05/11/2015 05/11/2015	Detoxification - Grand Rapids
3639 NORTHLAND COUNSELING CTR INC		544.30	2 Transactions	
90748 Oakridge Homes Sils				
6 05- 430- 750- 3340- 6073		445.73	Semi- Independent Living Servic 05/01/2015 05/31/2015	Semi- Independent Living Serv (Sils)
24 05- 430- 750- 3340- 6073		294.35	Semi- Independent Living Servic 05/01/2015 05/31/2015	Semi- Independent Living Serv (Sils)
90748 Oakridge Homes Sils		740.08	2 Transactions	
12676 OESTREICH/LINDA J				
11 05- 430- 710- 3820- 6040		70.00	Relative custody assistance 06/01/2015 06/30/2015	Relative Custody Assistance
12676 OESTREICH/LINDA J		70.00	1 Transactions	
3810 PAULBECK'S COUNTY MARKET				
19 05- 430- 710- 3661- 6020		56.73	Family Group Decision Making 05/11/2015 05/11/2015	Triple P Activity
3810 PAULBECK'S COUNTY MARKET		56.73	1 Transactions	

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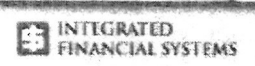


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88890 SCHARRER/SHIRLEY							
23 05-430-750-3950-6020			70.00	Public guardianship			Public Guardianship Dd
				05/01/2015	05/31/2015		
25 05-430-750-3950-6020			17.50	Public guardianship			Public Guardianship Dd
				05/01/2015	05/31/2015		
26 05-430-750-3950-6020			70.00	Public guardianship			Public Guardianship Dd
				05/01/2015	05/31/2015		
88890 SCHARRER/SHIRLEY			157.50	3 Transactions			
12573 SCHLEIFER/DANI							
31 05-430-710-3820-6040			177.00	Relative custody assistance			Relative Custody Assistance
				06/01/2015	06/30/2015		
35 05-430-710-3820-6040			8.00	Relative custody assistance			Relative Custody Assistance
				06/01/2015	06/30/2015		
12573 SCHLEIFER/DANI			185.00	2 Transactions			
86177 SHERIFF AITKIN COUNTY							
40 05-430-720-3980-6020			150.00	Day Care Background Check - Li			License And Resource Development
				05/26/2015	05/26/2015		
86177 SHERIFF AITKIN COUNTY			150.00	1 Transactions			
9140 SIMAR/CANDACE							
5 05-430-760-3950-6020			70.00	Guardianship/conservatorship			Guardianship/Conservatorship
				05/01/2015	05/31/2015		
9140 SIMAR/CANDACE			70.00	1 Transactions			
Final Total			53,112.02	27 Vendors			48 Transactions

Aitkin County

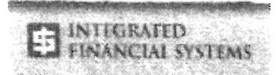
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<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	5	53,112.02	Health & Human Services
All Funds		53,112.02	Total

Approved by,
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Aitkin County



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<u>No. Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 3483 AAF International			77.69	AIR HANDLER FILTERS	06/10/2015 06/10/2015	90900260	Janitorial Services/Supplies
1 05-400-440-0410-6422							
1 3483 AAF International			181.29	AIR HANDLER FILTERS	06/10/2015 06/10/2015	90900260	Janitorial Services/Supplies
1 05-420-600-4800-6422							
1 3483 AAF International			258.99	AIR HANDLER FILTERS	06/10/2015 06/10/2015	90900260	Janitorial Services/Supplies
1 05-430-700-4800-6422							
3483 AAF International			517.97	3 Transactions			
4 88284 Aitkin Co Recorder			46.00	FILING FEE: RELEASE OF MN LIEN	06/10/2015 06/10/2015		Program Expenses Direct Charge Ffp
4 05-420-650-4800-6800							
88284 Aitkin Co Recorder			46.00	1 Transactions			
2 85003 Aitkin County DAC			12.87	PAPER SHREDDING	05/04/2015 05/27/2015		Services/Labor/Contracts
2 05-400-440-0410-6231							
3 85003 Aitkin County DAC			3.30	CLEANING	05/05/2015 05/26/2015		Services/Labor/Contracts
3 05-400-440-0410-6231							
2 85003 Aitkin County DAC			30.03	PAPER SHREDDING	05/04/2015 05/27/2015		Services/Labor/Contracts
2 05-420-600-4800-6231							
3 85003 Aitkin County DAC			7.70	CLEANING	05/05/2015 05/26/2015		Services/Labor/Contracts
3 05-420-600-4800-6231							
2 85003 Aitkin County DAC			42.90	PAPER SHREDDING	05/04/2015 05/27/2015		Services/Labor/Contracts
2 05-430-700-4800-6231							
3 85003 Aitkin County DAC			11.00	CLEANING	05/05/2015 05/26/2015		Services/Labor/Contracts
3 05-430-700-4800-6231							
85003 Aitkin County DAC			107.80	6 Transactions			
5 657 Aitkin Glass Service			403.95	WINDOW FILM IM	06/06/2015 06/06/2015	10727	Building & Structure Related Expenditure
5 05-400-440-0410-6605							
5 657 Aitkin Glass Service			942.55	WINDOW FILM IM	06/06/2015 06/06/2015	10727	Building & Structure Related Expenditure
5 05-420-600-4800-6605							
5 657 Aitkin Glass Service			1,346.50	WINDOW FILM IM	06/06/2015 06/06/2015	10727	Building & Structure Related Expenditure
5 05-430-700-4800-6605							
657 Aitkin Glass Service			2,693.00	3 Transactions			

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6 12106 Antoine Electric			13.56	REPLACE BALLAST IN SS OFFICE 05/27/2015 05/27/2015	13849	Services/Labor/Contracts
6 05-400-440-0410-6231						
6 05-420-600-4800-6231			31.64	REPLACE BALLAST IN SS OFFICE 05/27/2015 05/27/2015	13849	Services/Labor/Contracts
6 05-430-700-4800-6231			45.21	REPLACE BALLAST IN SS OFFICE 05/27/2015 05/27/2015	13849	Services/Labor/Contracts
12106 Antoine Electric			90.41	3 Transactions		
7 10855 Culligan			20.25	COOLER RENTAL SERVICE 05/31/2015 05/31/2015	150-10016285-1	Equipment Lease/Space Rental
7 05-400-440-0410-6301						
7 05-420-600-4800-6301			47.25	COOLER RENTAL SERVICE 05/31/2015 05/31/2015	150-10016285-1	Equipment Lease/Space Rental
7 05-430-700-4800-6301			67.50	COOLER RENTAL SERVICE 05/31/2015 05/31/2015	150-10016285-1	Equipment Lease/Space Rental
10855 Culligan			135.00	3 Transactions		
8 88628 Dalco			25.70	TOWELS/TISSUE 06/17/2015 06/17/2015	2897234	Janitorial Services/Supplies
8 05-400-440-0410-6422						
8 05-420-600-4800-6422			59.96	TOWELS/TISSUE 06/17/2015 06/17/2015	2897234	Janitorial Services/Supplies
8 05-430-700-4800-6422			85.66	TOWELS/TISSUE 06/17/2015 06/17/2015	2897234	Janitorial Services/Supplies
88628 Dalco			171.32	3 Transactions		
9 11051 Department of Human Services			297.89	CS MONTHLY FED OFFSET FEE 05/01/2015 05/31/2015	A300C516401	Services/Labor/Contracts
9 05-420-640-4800-6231						
11 05-420-650-4400-6025			935.40	MA LTC UN 65 05/01/2015 05/31/2015	A300MM7L011	State/Fed Share - MA
12 05-420-650-4400-6025			2,101.71	MA ESTATE COLLECTIONS-FED 05/01/2015 05/31/2015	A300MM7L011	State/Fed Share - MA
13 05-420-650-4400-6025			1,050.85	MA ESTATE COLLECTIONS-ST 05/01/2015 05/31/2015	A300MM7L011	State/Fed Share - MA
10 05-420-610-4100-6011			37.50	MAXIS MF RECOV TANF 05/01/2015 05/31/2015	A300MX011471	County Share-Afdc/Mfip

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11051	Department of Human Services		4,423.35	5 Transactions		
15	1491 Dutch's Electric, Inc 05-400-440-0410-6231		142.11	INSTALL RADIANT CEILING HTRS 3 06/08/2015 06/08/2015	23351	Services/Labor/Contracts
14	05-400-440-0410-6231		43.21	MOVE THERMOSTAT FW OFFICE 06/08/2015 06/08/2015	23352	Services/Labor/Contracts
15	05-420-600-4800-6231		331.60	INSTALL RADIANT CEILING HTRS 3 06/08/2015 06/08/2015	23351	Services/Labor/Contracts
14	05-420-600-4800-6231		100.81	MOVE THERMOSTAT FW OFFICE 06/08/2015 06/08/2015	23352	Services/Labor/Contracts
15	05-430-700-4800-6231		473.72	INSTALL RADIANT CEILING HTRS 3 06/08/2015 06/08/2015	23351	Services/Labor/Contracts
14	05-430-700-4800-6231		144.02	MOVE THERMOSTAT FW OFFICE 06/08/2015 06/08/2015	23352	Services/Labor/Contracts
	1491 Dutch's Electric, Inc		1,235.47	6 Transactions		
16	2186 Hillyard Inc - Kansas City 05-400-440-0410-6422		45.55	CLEANING/BATHROOM SUPPLES 06/16/2015 06/16/2015	601655262	Janitorial Services/Supplies
16	05-420-600-4800-6422		106.28	CLEANING/BATHROOM SUPPLES 06/16/2015 06/16/2015	601655262	Janitorial Services/Supplies
16	05-430-700-4800-6422		151.83	CLEANING/BATHROOM SUPPLES 06/16/2015 06/16/2015	601655262	Janitorial Services/Supplies
	2186 Hillyard Inc - Kansas City		303.66	3 Transactions		
18	9524 Hudrlik Carpet Service 05-400-440-0410-6630		103.21	CARPET FOR OFFICE 05/06/2015 05/06/2015	21183	Miscellaneous-Capital Expense
17	05-400-440-0410-6630		116.20	CARPET FOR OFFICE 05/06/2015 05/06/2015	21184	Miscellaneous-Capital Expense
18	05-420-600-4800-6630		240.81	CARPET FOR OFFICE 05/06/2015 05/06/2015	21183	Miscellaneous-Capital Expense
17	05-420-600-4800-6630		271.16	CARPET FOR OFFICE 05/06/2015 05/06/2015	21184	Miscellaneous-Capital Expense
18	05-430-700-4800-6630		344.02	CARPET FOR OFFICE 05/06/2015 05/06/2015	21183	Miscellaneous-Capital Expense
17	05-430-700-4800-6630		387.37	CARPET FOR OFFICE	21184	Miscellaneous-Capital Expense

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
				05/06/2015 05/06/2015	
9524	Hudrlik Carpet Service		1,462.77	6 Transactions	
2340	Hyytinen Hardware Hank				
19	05-400-440-0410-6422		4.46	PAINT FOR OFFICE-SS 05/07/2015 05/07/2015	1253602 Janitorial Services/Supplies
20	05-400-440-0410-6422		2.54	TRIMMING GUARD SHIP TOOL 05/29/2015 05/29/2015	1259403 Janitorial Services/Supplies
19	05-420-600-4800-6422		10.41	PAINT FOR OFFICE-SS 05/07/2015 05/07/2015	1253602 Janitorial Services/Supplies
20	05-420-600-4800-6422		5.95	TRIMMING GUARD SHIP TOOL 05/29/2015 05/29/2015	1259403 Janitorial Services/Supplies
19	05-430-700-4800-6422		14.87	PAINT FOR OFFICE-SS 05/07/2015 05/07/2015	1253602 Janitorial Services/Supplies
20	05-430-700-4800-6422		8.50	TRIMMING GUARD SHIP TOOL 05/29/2015 05/29/2015	1259403 Janitorial Services/Supplies
2340	Hyytinen Hardware Hank		46.73	6 Transactions	
2386	Information Systems Corp				
21	05-400-440-0410-6231		93.75	DR5010C-SCANNER MAINT AGRMNT 06/10/2015 06/10/2015	7167 Services/Labor/Contracts
21	05-420-600-4800-6231		218.75	DR5010C-SCANNER MAINT AGRMNT 06/10/2015 06/10/2015	7167 Services/Labor/Contracts
21	05-430-700-4800-6231		312.50	DR5010C-SCANNER MAINT AGRMNT 06/10/2015 06/10/2015	7167 Services/Labor/Contracts
2386	Information Systems Corp		625.00	3 Transactions	
11406	Innovative Office Solutions				
22	05-400-430-0403-6405		52.05	C&TC CALENDAR PAPER 06/17/2015 06/17/2015	IN0816902 Office Supplies
23	05-400-440-0410-6405		52.05	PH-PAPER 06/17/2015 06/17/2015	IN0816902 Office Supplies
11406	Innovative Office Solutions		104.10	2 Transactions	
90182	Laboratory Corp Of America Holdings				
25	05-420-640-4800-6397		28.00	IVD GENETIC TEST 0014044674-01 05/22/2015 05/22/2015	48315934 Genetic Tests Iv-D
24	05-420-640-4800-6397		28.00	IVD GENETIC TEST 0010255995-04	48530438 Genetic Tests Iv-D

AMD1
 6/19/15 12:51PM
 Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
			06/09/2015 06/09/2015		
90182	Laboratory Corp Of America Holdings		56.00	2 Transactions	
26	89079 McGregor Area Ambulance Service 05-400-401-0000-6812		1,790.00	AMBULANCE RUNS-MAY'15 05/01/2015 05/31/2015	Mcgregor Area Ambulance
	89079 McGregor Area Ambulance Service		1,790.00	1 Transactions	
27	89080 Meds-1 Ambulance Service Inc 05-400-401-0000-6813		140.00	AMBULANCE RUNS-MAY'15 05/01/2015 05/31/2015	Meds-1 Hill City Ambulance
	89080 Meds-1 Ambulance Service Inc		140.00	1 Transactions	
41	89450 MIKE REARDON 05-420-640-4800-6379		42.50	IVD SERVICE 0011427651-01 05/30/2015 05/30/2015	009021 Other Iv-D Charges
	89450 MIKE REARDON		42.50	1 Transactions	
28	89078 Mille Lacs Health System 05-400-401-0000-6814		250.00	AMBULANCE RUNS MAY'15 05/01/2015 05/31/2015	Isle Ambulance/Mille Lacs Health System
	89078 Mille Lacs Health System		250.00	1 Transactions	
29	89765 Minnesota Elevator, Inc 05-400-440-0410-6300		24.09	ELEVATOR SERVICE-JUNE'15 06/01/2015 06/30/2015	625060 Maintenance/Service Contracts
	29 05-420-600-4800-6300		56.22	ELEVATOR SERVICE-JUNE'15 06/01/2015 06/30/2015	625060 Maintenance/Service Contracts
	29 05-430-700-4800-6300		80.32	ELEVATOR SERVICE-JUNE'15 06/01/2015 06/30/2015	625060 Maintenance/Service Contracts
	89765 Minnesota Elevator, Inc		160.63	3 Transactions	
30	11132 Mn Dept Of Health 05-420-640-4800-6379		40.00	IVD PATRNTY AJUD 0011213783-0 06/05/2015 06/05/2015	936956 Other Iv-D Charges
	31 05-420-640-4800-6379		40.00	IVD PATRNTY AJUD 0015409921-0 06/05/2015 06/05/2015	936956 Other Iv-D Charges

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u> <u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
11132 Mn Dept Of Health			80.00	2 Transactions			
32 8287 Mn Dept Of Labor & Industry 05-400-440-0410-6231			1.50	BOILER INSPECTION-2015	06/01/2015 06/01/2015	ABR0119206I	Services/Labor/Contracts
32 05-420-600-4800-6231			3.50	BOILER INSPECTION-2015	06/01/2015 06/01/2015	ABR0119206I	Services/Labor/Contracts
32 05-430-700-4800-6231			5.00	BOILER INSPECTION-2015	06/01/2015 06/01/2015	ABR0119206I	Services/Labor/Contracts
8287 Mn Dept Of Labor & Industry			10.00	3 Transactions			
33 89081 North Ambulance Brainerd 05-400-401-0000-6809			1,980.00	AMBULANCE RUNS-MAY'15	05/01/2015 05/31/2015		No. Memorial Ambulance-Aitkin
89081 North Ambulance Brainerd			1,980.00	1 Transactions			
34 3810 Paulbeck's County Market 05-400-440-0410-6405			4.00	AGENCY SUPPLIES	05/11/2015 05/11/2015	001000521708	Office Supplies
35 05-400-450-0451-6406			27.95	AGENCY SUPPLIES	05/11/2015 05/11/2015	00900040122	PH Program Related Supplies
36 05-400-450-0451-6406			49.00	AGENCY SUPPLIES	05/13/2015 05/13/2015	009000841315	PH Program Related Supplies
34 05-420-600-4800-6405			9.35	AGENCY SUPPLIES	05/11/2015 05/11/2015	001000521708	Office Supplies
34 05-430-700-4800-6405			13.35	AGENCY SUPPLIES	05/11/2015 05/11/2015	001000521708	Office Supplies
3810 Paulbeck's County Market			103.65	5 Transactions			
37 4070 Riley Auto Supply 05-400-440-0410-6422			5.85	BELTS-AIR HANDLING SYSTEM	05/26/2015 05/26/2015	561804	Janitorial Services/Supplies
38 05-400-440-0410-6422			19.79	BELTS-AIR HANDLING SYSTEM	05/27/2015 05/27/2015	561842	Janitorial Services/Supplies
37 05-420-600-4800-6422			13.64	BELTS-AIR HANDLING SYSTEM	05/26/2015 05/26/2015	561804	Janitorial Services/Supplies
38 05-420-600-4800-6422			46.19	BELTS-AIR HANDLING SYSTEM	05/27/2015 05/27/2015	561842	Janitorial Services/Supplies

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula				Service Dates	Paid On Bhf #	On Behalf of Name
37	05-430-700-4800-6422			19.49	BELTS-AIR HANDLING SYSTEM 05/26/2015 05/26/2015	561804	Janitorial Services/Supplies
38	05-430-700-4800-6422			65.98	BELTS-AIR HANDLING SYSTEM 05/27/2015 05/27/2015	561842	Janitorial Services/Supplies
4070	Riley Auto Supply			170.94	6 Transactions		
5774	Riverwood Healthcare Clinic						
39	05-430-700-4800-6231			165.00	PRE-EMP PHYSICAL(MB) 06/15/2015 06/15/2015	JUN15	Services/Labor/Contracts
40	05-430-700-4800-6231			165.00	PRE-EMP PHYSICAL(AC) 06/15/2015 06/15/2015	JUN15	Services/Labor/Contracts
5774	Riverwood Healthcare Clinic			330.00	2 Transactions		
86177	Sheriff Aitkin County						
42	05-420-640-4800-6270			50.00	IVD SERVICE 0014337101-01 06/04/2015 06/04/2015	20150238	Aitkin Co Sheriff Fees Iv-D
44	05-420-640-4800-6270			50.00	IVD SERVICE 0014008974-01 06/15/2015 06/15/2015	20150266	Aitkin Co Sheriff Fees Iv-D
45	05-420-640-4800-6270			50.00	IVD SERVICE 0014008974-01 06/15/2015 06/15/2015	20150266	Aitkin Co Sheriff Fees Iv-D
43	05-420-640-4800-6270			50.00	IVD SERVICE 0011004961-01 06/15/2015 06/15/2015	20150267	Aitkin Co Sheriff Fees Iv-D
86177	Sheriff Aitkin County			200.00	4 Transactions		
86944	Sheriff Crow Wing County						
46	05-420-640-4800-6379			75.00	IVD SERVICE 0015294948-02 06/11/2015 06/11/2015	1785	Other Iv-D Charges
86944	Sheriff Crow Wing County			75.00	1 Transactions		
4425	Shirts Plus						
47	05-400-450-0451-6406			289.95	BIKE RODEO SUPPLIES 06/03/2015 06/03/2015	61822	PH Program Related Supplies
4425	Shirts Plus			289.95	1 Transactions		
88859	Spee*Dee-St Cloud						
49	05-400-440-0410-6231			5.31	PH SERVICE 06/01/2015 06/01/2015	2836751	Services/Labor/Contracts
48	05-420-600-4800-6231			235.06	IM SERVICE	2836751	Services/Labor/Contracts

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u> <u>On Behalf of Name</u>
50	05-430-700-4800-6231		5.24	06/01/2015 06/01/2015	SS SERVICE 2836751 Services/Labor/Contracts
88859	Spee*Dee-St Cloud		245.61	06/01/2015 06/01/2015	3 Transactions
86235	The Office Shop Inc				
51	05-400-440-0410-6405		2.37	05/05/2015 05/05/2015	AGENCY SUPPLIES 982402-0 Office Supplies
53	05-400-440-0410-6405		4.81	05/07/2015 05/07/2015	AGENCY SUPPLIES 982579-0 Office Supplies
54	05-400-440-0410-6405		15.89	05/12/2015 05/12/2015	OSS-FAX TONER 982818-0 Office Supplies
55	05-400-440-0410-6405		23.25	05/13/2015 05/13/2015	OSS-FAX TONER 982881-0 Office Supplies
56	05-400-430-0403-6405		93.24	05/13/2015 05/13/2015	C&TC PENS 982902-0 Office Supplies
58	05-400-440-0410-6405		6.66	05/13/2015 05/13/2015	AGENCY SUPPLIES 982902-0 Office Supplies
59	05-400-440-0410-6405		13.98	05/14/2015 05/14/2015	AGENCY SUPPLIES 982929-0 Office Supplies
60	05-400-440-0410-6405		7.47	05/14/2015 05/14/2015	AGENCY SUPPLIES 983003-0 Office Supplies
61	05-400-440-0410-6405		14.89	05/15/2015 05/15/2015	AGENCY SUPPLIES 983080-0 Office Supplies
62	05-400-440-0410-6405		4.50	05/21/2015 05/21/2015	AGENCY SUPPLIES 983423-0 Office Supplies
63	05-400-440-0410-6405		14.01	05/28/2015 05/28/2015	AGENCY SUPPLIES 983708-0 Office Supplies
51	05-420-600-4800-6405		5.52	05/05/2015 05/05/2015	AGENCY SUPPLIES 982402-0 Office Supplies
53	05-420-600-4800-6405		11.23	05/07/2015 05/07/2015	AGENCY SUPPLIES 982579-0 Office Supplies
54	05-420-600-4800-6405		37.10	05/12/2015 05/12/2015	OSS-FAX TONER 982818-0 Office Supplies
55	05-420-600-4800-6405		54.24	05/13/2015 05/13/2015	OSS-FAX TONER 982881-0 Office Supplies
58	05-420-600-4800-6405		15.56	05/13/2015 05/13/2015	AGENCY SUPPLIES 982902-0 Office Supplies
59	05-420-600-4800-6405		32.61	05/13/2015 05/13/2015	AGENCY SUPPLIES 982929-0 Office Supplies

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<u>Vendor No.</u>	<u>Name Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
							<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
60	05-420-600-4800-6405			17.42	AGENCY SUPPLIES	05/14/2015 05/14/2015	983003-0	Office Supplies
61	05-420-600-4800-6405			34.74	AGENCY SUPPLIES	05/14/2015 05/14/2015	983080-0	Office Supplies
62	05-420-600-4800-6405			10.49	AGENCY SUPPLIES	05/15/2015 05/15/2015	983423-0	Office Supplies
63	05-420-600-4800-6405			32.71	AGENCY SUPPLIES	05/21/2015 05/21/2015	983708-0	Office Supplies
51	05-430-700-4800-6405			7.89	AGENCY SUPPLIES	05/28/2015 05/28/2015	982402-0	Office Supplies
52	05-430-700-4800-6405			11.49	WRIST REST PILLOW(DE)	05/05/2015 05/05/2015	982579-0	Office Supplies
53	05-430-700-4800-6405			16.04	AGENCY SUPPLIES	05/07/2015 05/07/2015	982579-0	Office Supplies
54	05-430-700-4800-6405			53.00	OSS-FAX TONER	05/07/2015 05/07/2015	982818-0	Office Supplies
55	05-430-700-4800-6405			77.49	OSS-FAX TONER	05/12/2015 05/12/2015	982881-0	Office Supplies
57	05-430-700-4800-6405			16.35	CALENDAR(AC)	05/13/2015 05/13/2015	982902-0	Office Supplies
58	05-430-700-4800-6405			22.23	AGENCY SUPPLIES	05/13/2015 05/13/2015	982902-0	Office Supplies
59	05-430-700-4800-6405			46.59	AGENCY SUPPLIES	05/13/2015 05/13/2015	982929-0	Office Supplies
60	05-430-700-4800-6405			24.89	AGENCY SUPPLIES	05/14/2015 05/14/2015	983003-0	Office Supplies
61	05-430-700-4800-6405			49.64	AGENCY SUPPLIES	05/14/2015 05/14/2015	983080-0	Office Supplies
62	05-430-700-4800-6405			14.99	AGENCY SUPPLIES	05/15/2015 05/15/2015	983423-0	Office Supplies
63	05-430-700-4800-6405			46.73	AGENCY SUPPLIES	05/21/2015 05/21/2015	983708-0	Office Supplies
86235	The Office Shop Inc			840.02	33 Transactions	05/28/2015 05/28/2015		
5167	Trimin Systems Inc							
64	05-400-440-0410-6231			126.40	GENERAL QTR END 09/30/15	07/01/2015 09/30/2015	046727	Services/Labor/Contracts
65	05-400-440-0410-6231			48.33	IFS QTR END 09/30/15		046727	Services/Labor/Contracts

Aitkin County

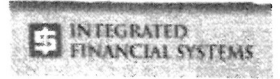


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>		<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
66	05-400-440-0410-6231		26.08	07/01/2015 09/30/2015 SWS QTR END 09/30/15	046727	Services/Labor/Contracts	
67	05-400-440-0410-6231		69.97	07/01/2015 09/30/2015 ACS QTR END 09/30/15	046727	Services/Labor/Contracts	
64	05-420-600-4800-6231		294.93	07/01/2015 09/30/2015 GENERAL QTR END 09/30/15	046727	Services/Labor/Contracts	
65	05-420-600-4800-6231		112.78	07/01/2015 09/30/2015 IFS QTR END 09/30/15	046727	Services/Labor/Contracts	
66	05-420-600-4800-6231		60.86	07/01/2015 09/30/2015 SWS QTR END 09/30/15	046727	Services/Labor/Contracts	
67	05-420-600-4800-6231		163.28	07/01/2015 09/30/2015 ACS QTR END 09/30/15	046727	Services/Labor/Contracts	
64	05-430-700-4800-6231		421.34	07/01/2015 09/30/2015 GENERAL QTR END 09/30/15	046727	Services/Labor/Contracts	
65	05-430-700-4800-6231		161.12	07/01/2015 09/30/2015 IFS QTR END 09/30/15	046727	Services/Labor/Contracts	
66	05-430-700-4800-6231		86.95	07/01/2015 09/30/2015 SWS QTR END 09/30/15	046727	Services/Labor/Contracts	
67	05-430-700-4800-6231		233.25	07/01/2015 09/30/2015 ACS QTR END 09/30/15	046727	Services/Labor/Contracts	
5167	Trimin Systems Inc		1,805.29	07/01/2015 09/30/2015 12 Transactions			
13084	WELLNESS IN THE WOODS						
68	05-430-700-4800-6803		500.00	06/06/2015 06/06/2015 QPR TRAINING AT HILL CITY	309	Mh Int - Consumer Support	
69	05-430-700-4800-6803		500.00	06/06/2015 06/06/2015 QPR TRAINING AT MEGREGOR	309	Mh Int - Consumer Support	
13084	WELLNESS IN THE WOODS		1,000.00	06/06/2015 06/06/2015 2 Transactions			
Final Total			21,532.17	33 Vendors	137 Transactions		

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	21,532.17	Health & Human Services	
	All Funds	21,532.17	Total	Approved by,
			
			



312 Minnesota Ave.
Suite 2009
Aitkin, MN 56431
218-927-6226
1-866-747-5008

Offices located in Aitkin, Bemidji,
Grand Rapids, Park Rapids, and Walker.

www.supportwithinreach.org

2 2nd Street NW
Aitkin, MN 56431
June 4th, 2015

Dear Aitkin County Commissioners,

Support Within Reach, respectfully requests a time slot at your June 23rd board meeting. At this meeting we would like to have about 20 minutes of your time to give you an update of our organization and how we are helping victims of sexual violence in the Aitkin County area.

Brief History: Support Within Reach (SWR) began its work in Aitkin County in 2010 when we merged with Sexual Assault Services for Aitkin County who was struggling financially. Later that same year, the organization went through a name change in order to create a new name more inclusive to our entire service area. In January 2014, we were asked to help Sexual Assault Program of Beltrami, Cass, Hubbard, and Clearwater Counties (SAP). In the year prior, SAP's longtime Executive Director had passed away after several years battling cancer and they were experiencing cash flow issues. The organization would not have been able to keep their doors open in the next few months without assistance. The Board of Directors of the both organizations decided to merge the two organizations with the surviving entity and the new name of the organization would be Support Within Reach. The newly merged organization is now over a year old. Our budget and cash flow is strong. We are the largest stand-alone sexual violence organization in the state of Minnesota and the second oldest sexual violence program.

SWR is a sexual violence resource and advocacy center that provides services in a six county area of north/central Minnesota (District One – Beltrami, Cass, Clearwater, and Hubbard Counties and District Two – Aitkin and Itasca Counties). SWR is the sole organization that is specifically mobilizing around the wide-spread public health issue of sexual violence in Aitkin County. Services are provided to women, children, and men who

are primary victims (the actual victim) or secondary victims (support person to the victim) of sexual violence. Sexual violence includes child sexual abuse (molestation and incest), stranger/non-stranger sexual assault/rape, date acquaintance rape, intimate partner sexual violence, drug facilitated sexual assault, sexual harassment, and exposing/obscene phone calls, sexual exploitation, and internet related crimes/child pornography, and sexual exploitation /trafficking. Sexual violence can occur in the context of family settings as well as dating, personal relationships, and with strangers.

SWR provides services to women, children and men who have experienced sexual violence directly or indirectly. Our services are available 24 hours a day. Sexual violence advocates are able to provide options and information related to their experience, provide a listen ear to what they are going through and offer emotional support. Our services are free and confidential.

Services SWR Provides:

Victim Support & Advocacy Services

- 24 hour Crisis Line
- Basic One on One Peer Counseling
- Follow-up Support
- Medical Accompaniment to Sexual Assault Examinations
- Law Enforcement Advocacy through the reporting process
- Counseling Prosecution Advocacy through the lengthy court process
- Support Groups
- Outreach to Outlying Areas

Community Action Volunteer Program

- Accepts Volunteers and Interns

System Change Program

- Sexual Assault Nurse Examiner Program (Itasca Only)
- Sexual Assault Multi-Disciplinary Act Response Team

Prevention Education and Awareness Program

- Pre-school/Daycare-4th Grade
- Middle/High School
- Chemically Dependent, Developmentally Disabled, Youth at Risk
- Professional Development related issues surrounding sexual violence
- Community Awareness
- Other programs available upon request.

SWR Aitkin County 2014 Client Stats

- New Primary Clients-4
- Ongoing Primary Clients-11
- New Secondary Clients -6
- Ongoing Secondary Clients-9
- Primary Clients Pervious Year-8
- Secondary Clients Pervious Year -3

Total Number of Clients-23

Thank you,

Melissa Canfield

Melissa Canfield
Sexual Violence Coordinator

Amanda Ysen

Amanda Ysen
Executive Director

Health and Human Services Omnibus Finance Bill –

Laws of Minnesota Chapter 71 (Senate File 1458) signed 5/22/2015

Child Protection Funding

Budget Rider in Article 14

Child Protection. \$23,350,000 in fiscal year 2016 and \$23,350,000 in fiscal year 2017 are to address child protection staffing and services under Minnesota Statutes, section 256M.41. \$1,650,000 in fiscal year 2016 and \$1,650,000 in fiscal year 2017 are for child protection grants to address child welfare disparities under Minnesota Statutes, section 256E.28.109.25 Sec. 124.

Article 1

Sec. 46. [256M.41] CHILD PROTECTION GRANT ALLOCATION.

Subdivision 1. **Formula for county staffing funds.** (a) The commissioner shall allocate state funds appropriated under this section to each county board on a calendar year basis in an amount determined according to the following formula:

- (1) 50 percent must be distributed on the basis of the child population residing in the county as determined by the most recent data of the state demographer;
- (2) 25 percent must be distributed on the basis of the number of screened-in reports of child maltreatment under sections 626.556 and 626.5561, and in the county as determined by the most recent data of the commissioner; and
- (3) 25 percent must be distributed on the basis of the number of open child protection case management cases in the county as determined by the most recent data of the commissioner.

(b) Notwithstanding this subdivision, no county shall be awarded an allocation of less than \$75,000.

Subd. 2. **Prohibition on supplanting existing funds.** Funds received under this section must be used to address staffing for child protection or expand child protection services. Funds must not be used to supplant current county expenditures for these purposes.

Subd. 3. **Payments based on performance.** (a) The commissioner shall make payments under this section to each county board on a calendar year basis in an amount determined under paragraph (b).

(b) Calendar year allocations under subdivision 1 shall be paid to counties in the following manner:

- (1) 80 percent of the allocation as determined in subdivision 1 must be paid to counties on or before July 10 of each year;
- (2) ten percent of the allocation shall be withheld until the commissioner determines if the county has met the performance outcome threshold of 90 percent based on face-to-face contact with alleged child victims. In order to receive the performance allocation, the county child protection workers must have a timely face-to-face contact with at least 90 percent of all alleged child victims of screened-in maltreatment reports. The standard requires that each initial face-to-face contact occur consistent with timelines defined in section 626.556, subdivision 10, paragraph (i). The commissioner shall make threshold determinations in January of each year and payments to counties meeting the performance outcome threshold shall occur in February of each year. Any withheld funds from this appropriation for counties that do not meet this requirement shall be reallocated by the commissioner to those counties meeting the requirement; and
- (3) ten percent of the allocation shall be withheld until the commissioner determines that the county has met the performance outcome threshold of 90 percent based on face-to-face visits by the case manager. In order to receive the performance allocation, the total number of visits made

by caseworkers on a monthly basis to children in foster care and children receiving child protection services while residing in their home must be at least 90 percent of the total number of such visits that would occur if every child were visited once per month. The commissioner shall make such determinations in January of each year and payments to counties meeting the performance outcome threshold shall occur in February of each year. Any withheld funds from this appropriation for counties that do not meet this requirement shall be reallocated by the commissioner to those counties meeting the requirement. For 2015, the commissioner shall only apply the standard for monthly foster care visits.

(c) The commissioner shall work with stakeholders and the Human Services Performance Council under section 402A.16 to develop recommendations for specific outcome measures that counties should meet in order to receive funds withheld under paragraph (b), and include in those recommendations a determination as to whether the performance measures under paragraph (b) should be modified or phased out. The commissioner shall report the recommendations to the legislative committees having jurisdiction over child protection issues by January 1, 2018.

Sec. 124. CHILD PROTECTION UPDATED FORMULA.

The commissioner of human services shall evaluate the formulas in Minnesota Statutes, section 256M.41, and recommend an updated equitable distribution formula beginning in fiscal year 2018, for funding child protection staffing and expanded services to counties and tribes, taking into consideration any relief to counties and tribes for child welfare and foster care costs, additional tribes delivering social services, and any other relevant information that should be considered in developing a new distribution formula. The commissioner shall report to the legislative committees having jurisdiction over child protection issues by December 15, 2016.

Sec. 12. [256E.28] CHILD PROTECTION GRANTS TO ADDRESS CHILD WELFARE DISPARITIES.

Subdivision 1. Child welfare disparities grant program established. The commissioner may award grants to eligible entities for the development, implementation, and evaluation of activities to address racial disparities and disproportionality in the child welfare system by:

- (1) identifying and addressing structural factors that contribute to inequities in outcomes;
- (2) identifying and implementing strategies to reduce racial disparities in treatment and outcomes;
- (3) using cultural values, beliefs, and practices of families, communities, and tribes for case planning, service design, and decision-making processes;
- (4) using placement and reunification strategies to maintain and support relationships and connections between parents, siblings, children, kin, significant others, and tribes; and
- (5) supporting families in the context of their communities and tribes to safely divert them from the child welfare system, whenever possible.

Subd. 2. State-community partnerships; plan. The commissioner, in partnership with the legislative task force on child protection; culturally based community organizations; the Indian Affairs Council under section 3.922; the Council on Affairs of Chicano/Latino People under section 3.9223; the Council on Black Minnesotans under section 3.9225; the Council on Asian-Pacific Minnesotans under section 3.9226; the American Indian Child Welfare Advisory Council under section 260.835; counties; and tribal governments, shall develop and implement a comprehensive, coordinated plan to award funds under this section for the priority areas identified in subdivision 1.

Subd. 3. Measurable outcomes. The commissioner, in consultation with the state-community partners listed in subdivision 2, shall establish measurable outcomes to determine the

effectiveness of the grants and other activities funded under this section in reducing disparities identified in subdivision 1. The development of measurable outcomes must be completed before any funds are distributed under this section.

Subd. 4. **Process.** (a) The commissioner, in consultation with the state-community partners listed in subdivision 2, shall develop the criteria and procedures to allocate competitive grants under this section. In developing the criteria, the commissioner shall establish an administrative cost limit for grant recipients. A county awarded a grant shall not spend more than three percent of the grant on administrative costs. When a grant is awarded, the commissioner must provide a grant recipient with information on the outcomes established according to subdivision 3.

(b) A grant recipient must coordinate its activities with other entities receiving funds under this section that are in the grant recipient's service area.

(c) Grant funds must not be used to supplant any state or federal funds received for child welfare services.

Subd. 5. **Grant program criteria.** (a) The commissioner shall award competitive grants to eligible applicants for local or regional projects and initiatives directed at reducing disparities in the child welfare system.

(b) The commissioner may award up to 20 percent of the funds available as planning grants. Planning grants must be used to address such areas as community assessment, coordination activities, and development of community-supported strategies.

(c) Eligible applicants may include, but are not limited to, faith-based organizations, social service organizations, community nonprofit organizations, counties, and tribal governments. Applicants must submit proposals to the commissioner. A proposal must specify the strategies to be implemented to address one or more of the priority areas in subdivision 1 and must be targeted to achieve the outcomes established according to subdivision 3.

(d) The commissioner shall give priority to applicants who demonstrate that their proposed project or initiative:

(1) is supported by the community the applicant will serve;

(2) is evidence-based;

(3) is designed to complement other related community activities;

(4) utilizes strategies that positively impact priority areas;

(5) reflects culturally appropriate approaches; or

(6) will be implemented through or with community-based organizations that reflect the culture of the population to be reached.

Subd. 6. **Evaluation.** (a) Using the outcomes established according to subdivision 3, the commissioner shall conduct a biennial evaluation of the grant program funded under this section. Grant recipients shall cooperate with the commissioner in the evaluation and shall provide the commissioner with the information needed to conduct the evaluation.

(b) The commissioner shall consult with the legislative task force on child protection during the evaluation process and shall submit a biennial evaluation report to the task force and to the chairs and ranking minority members of the house of representatives and senate committees with jurisdiction over child protection funding.

Subd. 7. **American Indian child welfare projects.** Of the amount appropriated for purposes of this section, the commissioner shall award \$75,000 to each tribe authorized to provide tribal delivery of child welfare services under section 256.01, subdivision 14b. To receive funds under this subdivision, a participating tribe is not required to apply to the commissioner for grant funds. Participating tribes are also eligible for competitive grant funds under this section.

Legislative Task Force on Child Protection

Article 1

Sec. 125. LEGISLATIVE TASK FORCE; CHILD PROTECTION.

(a) A legislative task force is created to:

- (1) review the efforts being made to implement the recommendations of the Governor's Task Force on the Protection of Children, including a review of the roles and functions of the Office of Ombudsperson for Families;
- (2) expand the efforts into related areas of the child welfare system;
- (3) work with the commissioner of human services and community partners to establish and evaluate child protection grants to address disparities in child welfare pursuant to Minnesota Statutes, section 256E.28; and
- (4) identify additional areas within the child welfare system that need to be addressed by the legislature.

(b) Members of the legislative task force shall include:

- (1) the four legislators who served as members of the Governor's Task Force on the Protection of Children;
- (2) two members from the house of representatives appointed by the speaker, one from the majority party and one from the minority party; and
- (3) two members from the senate appointed by the majority leader, one from the majority party and one from the minority party.

The speaker and the majority leader shall each appoint a chair and vice-chair from the membership of the task force. The gavel shall rotate after each meeting, and the house of representatives shall assume the leadership of the task force first.

(c) The task force may provide oversight and monitoring of:

- (1) the efforts by the Department of Human Services, counties, and tribes to implement laws related to child protection;
- (2) efforts by the Department of Human Services, counties, and tribes to implement the recommendations of the Governor's Task Force on the Protection of Children;
- (3) efforts by agencies, including but not limited to the Minnesota Department of Education, the Minnesota Housing Finance Agency, the Minnesota Department of Corrections, and the Minnesota Department of Public Safety, to work with the Department of Human Services to assure safety and well-being for children at risk of harm or children in the child welfare system; and
- (4) efforts by the Department of Human Services, other agencies, counties, and tribes to implement best practices to ensure every child is protected from maltreatment and neglect and to ensure every child has the opportunity for healthy development.

(d) The task force, in cooperation with the commissioner of human services, shall issue a report to the legislature and governor February 1, 2016. The report must contain information on the progress toward implementation of changes to the child protection system, recommendations for additional legislative changes and procedures affecting child protection and child welfare, and funding needs to implement recommended changes.

(e) The task force shall convene upon the effective date of this section and shall continue until the last day of the 2016 legislative session.

Background Study Requirements for Child Protection Workers

Article 1

Sec. 4. Minnesota Statutes 2014, section 245C.03, is amended by adding a subdivision to read:

Subd. 11. **Child protection workers or social services staff having responsibility for child protective duties.** (a) The commissioner must complete background studies, according to paragraph (b) and 245C.04, subdivision 10, when initiated by a county social services agency or by a local welfare agency according to section 626.559, subdivision 1b.

(b) For background studies completed by the commissioner under this subdivision, the commissioner shall not make a disqualification decision, but shall provide the background study information received to the county that initiated the study.

Sec. 5. Minnesota Statutes 2014, section 245C.04, is amended by adding a subdivision to read:

Subd. 10. **Child protection workers or social services staff having responsibility for child protective duties.** The commissioner shall conduct background studies of employees of county social services and local welfare agencies having responsibility for child protection duties when the background study is initiated according to section 626.559, subdivision 1b.

Sec. 7. Minnesota Statutes 2014, section 245C.10, is amended by adding a subdivision to read:

Subd. 12. **Child protection workers or social services staff having responsibility for child protective duties.** The commissioner shall recover the cost of background studies initiated by county social services agencies and local welfare agencies for individuals who are required to have a background study under section 626.559, subdivision 1b, through a fee of no more than \$20 per study. The fees collected under this subdivision are appropriated to the commissioner for the purpose of conducting background studies.

Sec. 100. Minnesota Statutes 2014, section 626.559, is amended by adding a subdivision to read:

Subd. 1b. **Background studies.** (a) County employees hired on or after July 1, 2015, who have responsibility for child protection duties or current county employees who are assigned new child protection duties on or after July 1, 2015, are required to undergo a background study. A county may complete these background studies by either:

(1) use of the Department of Human Services NetStudy 2.0 system according to sections 245C.03 and 245C.10; or

(2) an alternative process defined by the county.

(b) County social services agencies and local welfare agencies must initiate background studies before an individual begins a position allowing direct contact with persons served by the agency.

AITKIN COUNTY HEALTH & HUMAN SERVICES

Public Health Emergency Preparedness

WARMING/COOLING CENTER SITE AGREEMENT

FACILITY NAME: Long Lake Conservation Center

This agreement is made and entered into between the governing board of Long Lake Conservation Center located in Aitkin County, State of Minnesota and the Aitkin County Health & Human Services Department.

A **warming/cooling center** is a short term emergency shelter that operates when precipitation and/or wind chill, become dangerously inclement due to the cold and/or heat. Their paramount purpose is the prevention of death and injury related to exposure to the elements.

The parties here do mutually desire to reach an understanding that will result in making the aforesaid facilities of the Long Lake Conservation Center available for use as a temporary warming/cooling center to the citizens of Aitkin County and other area residents during an emergency.

Long Lake Conservation Center agrees that, after meeting its responsibilities to members, and/or clients, it will open a temporary warming/cooling center, to the extent of its ability and upon the request of the Aitkin County Health & Human Services Department.

In witness thereof, the governing board of Long Lake Conservation Center has caused this agreement to be executed by _____ and the Aitkin County Health & Human Services Department. Said agreement is to become effective and operative upon the fixing of the last signature.

Signatures to the Agreement:

Authorized Representative
Print Name: _____
Long Lake Conservation Center

Date

Tom Burke, Director
Aitkin County Health & Human Services

Date

Long Lake Conservation Center- Point-of-Contact Information

1. Administrative Point-of-Contact

Name and Title: _____
Home Address: _____
Work Number : _____
Home Number: _____
Cell Number: _____
Other: _____

Back-Up Administrative Point-of-Contact

Name and Title: _____
Home Address: _____
Work Number: _____
Home Number: _____
Cell Number: _____
Other: _____

To the best of your ability, please add the following information. Hours and days subject to change.

Hours and Days of Availability for temporary warming/cooling center:

Monday:

Hours: _____

Tuesday:

Hours: _____

Wednesday:

Hours: _____

Thursday:

Hours: _____

Friday:

Hours: _____

Saturday:

Hours: _____

Sunday:

Hours: _____

ADOPTED June 23, 2015

COMMISSIONER _____ offered the following resolution and moved for its adoption:

RESOLUTION

Stepping Up Initiative Resolution

“Stepping Up Initiative to Reduce the Number of People with Mental Illnesses in Jails”

WHEREAS, counties routinely provide treatment services to the estimated 2 million people with serious mental illnesses booked into jail each year; and

WHEREAS, prevalence rates of serious mental illnesses in jails are three to six times higher than for the general population; and

WHEREAS, almost three-quarters of adults with serious mental illnesses in jails have co-occurring substance use disorders; and

WHEREAS, adults with mental illnesses tend to stay longer in jail and upon release are at a higher risk of recidivism than people without these disorders; and

WHEREAS, county jails spend two to three times more on adults with mental illnesses that require interventions compared to those without these treatment needs; and

WHEREAS, without the appropriate treatment and services, people with mental illnesses continue to cycle through the criminal justice system, often resulting in tragic outcomes for these individuals and their families; and

WHEREAS, AITKIN COUNTY and all counties take pride in their responsibility to protect and enhance the health, welfare and safety of its residents in efficient and cost-effective ways; and

WHEREAS, AITKIN COUNTY HEALTH AND HUMAN SERVICES IN COLLABORATION WITH THE AITKIN COUNTY SHERIFF DEPARTMENT WILL OFFER VOLUNTARY DISCHARGE PLANNING SERVICES TO INCARCERATED INDIVIDUALS WHO LIVE WITH MENTAL ILLNESS. THE GOAL IS TO SUPPORT INCARCERATED INDIVIDUALS TO INTERGRATE BACK INTO THE COMMUNITY AND RECEIVE ONGOING SUPPORT SERVICES.

WHEREAS, through the *Stepping Up* initiative, the National Association of Counties, the Council of State Governments Justice Center and the American Psychiatric Foundation are encouraging public, private and nonprofit partners to reduce the number of people with mental illnesses in jails;

NOW, THEREFORE, LET IT BE RESOLVED, THAT I, J. MARK WEDEL, CHAIR, AITKIN COUNTY BOARD OF COMMISSIONERS, do hereby sign on to the Call to Action to reduce the number of people with mental illnesses in our county jail, commit to sharing lessons learned with other counties in my state and across the country to support a national initiative and encourage all county officials, employees and residents to participate in *Stepping Up*. We resolve to utilize the comprehensive resources available through *Stepping Up* to:

- Convene or draw on a diverse team of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.

- Collect and review prevalence numbers and assess individuals' needs to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making.
- Examine treatment and service capacity to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- Develop a plan with measurable outcomes that draws on the needs and prevalence assessment data and examination of available treatment and service capacity, while considering identified barriers.
- Implement research-based approaches that advance the plan.
- Create a process to track progress using data and information systems, and to report on successes.

WHICH RESOLUTION, Being seconded by Commissioner _____, and it was declared adopted upon the following vote:

Commissioners present: _____ Vote results: _____

Mark Wedel, Chairperson, Aitkin County Board of Commissioners

(Attest)

Anne Marcotte, Aitkin County Commissioner

Brian Napstad, Aitkin County Commissioner

Don Niemi, Aitkin County Commissioner

Laurie Westerlund, Aitkin County Commissioner

Dated at Aitkin, Minnesota, the 23rd day of June 2015.

I, Kirk Peysar, County Auditor of Aitkin County, Minnesota, do hereby certify that the foregoing is a true and correct copy of the Stepping Up Initiative Resolution by the County Board of Aitkin County, Minnesota, at the regular meeting held on the 23rd day of June 2015.

County Auditor, Aitkin County, Minnesota

Dated: _____

STEPPING UP: A National Initiative to Reduce the Number of People with Mental Illnesses in Jails

THERE WAS A TIME WHEN NEWS OF JAILS serving more people with mental illnesses than in-patient treatment facilities was shocking. Now, it is not surprising to hear that jails across the nation serve an estimated 2 million people with serious mental illnesses each year¹—almost three-quarters of whom also have substance use disorders²—or that the prevalence of people with serious mental illnesses in jails is three to six times higher than for the general population.³ Once incarcerated, they tend to stay longer in jail and upon release are at a higher risk of returning than individuals without these disorders.

The human toll—and its cost to taxpayers—is staggering. Jails spend two to three times more on adults with mental illnesses that require intervention than on those without those needs,⁴ yet often do not see improvements in recidivism or recovery. Despite counties' tremendous efforts to address this problem, they are often thwarted by significant obstacles, such as coordinating multiple systems and operating with minimal resources. Without change, large numbers of people with mental illnesses will continue to cycle through the criminal justice system, often resulting in missed opportunities to link them to treatment, tragic outcomes, inefficient use of funding, and failure to improve public safety.

The National Initiative

Recognizing the critical role local and state officials play in supporting change, the [National Association of Counties \(NACo\)](#), the [Council of State Governments \(CSG\) Justice Center](#), and the [American Psychiatric Foundation \(APF\)](#) have come together to lead a national initiative to help advance counties' efforts to reduce the number of adults with mental and co-occurring substance use disorders in jails. With support from the U.S. Justice Department's [Bureau of Justice Assistance](#), the initiative will build on the many innovative and proven practices being implemented across the country. The initiative engages a diverse group of organizations with expertise on these issues, including those representing sheriffs, jail administrators, judges, community corrections professionals, treatment providers, people with mental illnesses and their families, mental health and substance use program directors, and other stakeholders.

The initiative is about creating a long-term, national movement—not a moment in time—to raise awareness of the factors contributing to the over-representation of people with mental illnesses in jails, and then using practices and strategies that work to drive those numbers down. The initiative has two key components:

1. **A CALL TO ACTION** demonstrating strong county and state leadership and a shared commitment to a multi-step planning process that can achieve concrete results for jails in counties of all sizes.

The Call to Action is more than a vague promise for reform; it focuses on developing an actionable plan that can be used to achieve county and state system changes. As part of this Call to Action, county elected officials are being asked to pass a resolution and work with other leaders (e.g., the sheriff, district attorney, treatment providers, and state policymakers), people with mental illnesses and their advocates, and other stakeholders on the following six actions:

- **Convene or draw on a diverse team** of leaders and decision makers from multiple agencies committed to safely reducing the number of people with mental illnesses in jails.

- **Collect and review prevalence numbers and assess individuals' needs** to better identify adults entering jails with mental illnesses and their recidivism risk, and use that baseline information to guide decision making.
- **Examine treatment and service capacity** to determine which programs and services are available in the county for people with mental illnesses and co-occurring substance use disorders, and identify state and local policy and funding barriers to minimizing contact with the justice system and providing treatment and supports in the community.
- **Develop a plan** with measurable outcomes that draws on the jail assessment data and inventory of available treatment and service capacity, while considering identified barriers.
- **Implement research-based approaches** that advance the plan.
- **Create a process to track progress** using data and information systems, and to report on successes.

In addition to county leaders, national and state associations, criminal justice and behavioral health professionals, state and local policymakers, others with jail authority, and individuals committed to reducing the number of people with mental illness should sign on to the Call to Action. Stepping Up participants will receive an online toolkit keyed to the six actions, with a series of exercises and related distance-learning opportunities, peer-to-peer exchanges, and key resources from initiative partners.⁵ The online toolkit will include self-assessment checklists and information to assist participants working in counties in identifying how much progress they have already made and a planning template to help county teams develop data-driven strategies that are tailored to local needs.

2. **A NATIONAL SUMMIT** to advance county-led plans to reduce the number of people with mental illnesses in jails.

Supported by the American Psychiatric Foundation, a summit will be convened in the spring of 2016 in Washington, DC, that includes counties that have signed on to the Call to Action, as well as state officials and community stakeholders such as criminal justice professionals, treatment providers, people with mental illnesses and their advocates, and other subject-matter experts. The summit will help counties advance their plans and measure progress, and identify a core group of counties that are poised to lead others in their regions. Follow-up assistance will be provided to participants to help refine strategies that can be used in counties across the nation. After the 2016 summit, participants will be notified of potential opportunities for sites to be selected for more intensive assistance through federal and private grant programs.

Although much of the initiative focuses on county efforts, states will be engaged at every step to ensure that their legislative mandates, policies, and resource-allocation decisions do not create barriers to plan implementation.

To learn more about the initiative, go to www.StepUpTogether.org.

Endnotes

1. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates." *Psychiatric Services* 60, no. 6 (2009): 761–765. These numbers refer to jail admissions. Even greater numbers of individuals have mental illnesses that are not "serious" mental illnesses, but still require resource-intensive responses.
2. Abram, Karen M., and Linda A. Teplin, "Co-occurring Disorders Among Mentally Ill Jail Detainees," *American Psychologist* 46, no. 10 (1991): 1036–1045.
3. Steadman, Henry, et al., "Prevalence of Serious Mental Illness among Jail Inmates."
4. See, e.g., Swanson, Jeffery, et al., *Costs of Criminal Justice Involvement in Connecticut: Final Report* (Durham: Duke University School of Medicine, 2011).
5. Among the key partners are the [National Alliance on Mental Illness](#); [Major County Sheriffs' Association](#); [National Association of County Behavioral Health & Developmental Disability Directors](#); [National Association of State Alcohol and Drug Abuse Directors](#); [National Association of State Mental Health Program Directors](#); [National Council for Behavioral Health](#); [National Sheriffs' Association](#); and [Policy Research Associates](#).

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:							
Tax Levy							
CPA and In Lieu							
State Revenue	1,939.91	40,539.90	105,579.99	22,407.63	77,415.42		
Federal Revenue	74,142.95	239,019.53	228,357.04	105,297.74	244,877.96		
Revenue From Third Party	10,836.27	20,079.03	25,971.09	21,408.59	27,152.59		
Misc. Revenue	24,781.43	20,058.61	19,601.81	15,277.69	16,245.43	289.15	
Total:	111,700.56	319,697.07	379,509.93	164,391.65	365,691.40	289.15	-
Expenditures:							
Payments to Recipients	108,337.55	151,614.51	121,965.73	190,417.54	118,409.50	135,934.88	
Salaries and Fringes	346,067.82	301,340.14	304,812.06	315,453.61	434,268.87	139,077.18	
Services, Charges and Fees	34,946.78	31,070.50	24,034.29	28,148.57	30,348.07	14,228.70	
Travel and Insurance	46,931.08	3,721.12	6,403.80	6,475.62	5,068.18	3,122.76	
Supplies and Small Equipment	2,089.92	3,019.98	2,988.67	13,267.81	8,759.37	2,763.31	
Capital Outlay	-	-	-	-	735.63	4,155.77	
Misc Expense, Pass Thru	3,564.28	36,736.35	5,999.28	35,049.48	4,801.98	8,073.75	
Total:	541,937.43	527,502.60	466,203.83	588,812.63	602,391.60	307,356.35	-
Final Totals:	(430,236.87)	(207,805.53)	(86,693.90)	(424,420.98)	(236,700.20)	(307,067.20)	-

Cash Balance as of 06/2014
5,039,706.61

Cash Balance as of 06/2015
3,420,152.52

	YTD 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008
Income:								
Tax Levy	-	1,888,236.54	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73	2,409,856.71
CPA and In Lieu	-	270,042.48	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53
State Revenue	247,882.85	881,136.72	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64
Federal Revenue	891,695.22	2,168,615.65	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42	2,031,189.00
Revenue From Third Party	105,447.57	207,345.61	216,749.43	204,217.36	163,265.77	126,077.60	-	-
Misc. Revenue	96,254.12	315,012.26	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74
Total:	1,341,279.76	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
Expenditures:								
Payments to Recipients	826,679.71	1,635,620.50	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01	1,729,049.89
Salaries and Fringes	1,841,019.68	3,664,934.15	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47	3,300,291.25
Services and Charges	162,776.91	336,723.19	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72
Travel and Insurance	71,722.56	143,562.07	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88
Office Supplies	32,889.06	73,198.58	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17
Capital Outlay	4,891.40	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07
Misc Expense & Pass Thru	94,225.12	180,413.58	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22
Total:	3,034,204.44	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
Final Totals:	(1,692,924.68)	(335,329.17)	529,580.96	188,447.75	167,505.58	(1,116.69)	(24,772.05)	558,026.42

ACTUAL 2007	ACTUAL 2006
2,303,196.53	1,817,723.90
389,866.09	312,877.69
790,366.43	905,921.06
2,013,560.50	1,993,226.16
-	-
568,060.27	484,763.05
6,065,049.82	5,514,511.86
1,827,333.49	1,858,630.93
3,091,358.49	2,911,440.42
271,589.87	281,345.91
91,625.96	96,293.29
63,677.05	65,267.30
24,380.79	40,048.96
148,157.71	145,866.15
5,518,123.36	5,398,892.96
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	\$36,507.59
JUNE	\$99,039.56	\$92,735.90	\$79,654.30	\$51,198.58	\$68,481.80	\$64,662.37
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 CHILDREN	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$628,754.70	\$331,258.17	\$0.00	\$0.00
	57	56	49	50	53			
	\$970,887.85	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	\$37,760.43	(\$297,496.53)		
	Increase from 2009	Decrease from 2010	Decrease from 2011	Decrease from 2012	Increase from 2013			

2013 Foster Care Breakdown

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

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	\$18,757.24
Child Foster Care	\$ 102,989.69
Rule 8 FC	\$6,573.27
Corrections	\$ 109,979.05
Extended FC	
Rule 5	\$89,435.07
Respite	\$1,425.34
Child Care	\$1,437.50
Health Services	
Transportation	<u>\$3,729.68</u>

Total \$334,326.84

2012 Foster Care Reimbursement

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

Total \$245,830.57

2013 Foster Care Reimbursement

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

Total \$240,131.69

2014 Foster Care Reimbursement

IV-E	\$41,994.00	**4th Qtr not included
Rule 5	\$16,683.82	
Recoveries	\$65,771.13	

Total \$124,448.95

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

Recoveries may be collected long after child has left placement.

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

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

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

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2014 expenses.

2010 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$9,488.00	\$0.00	\$9,488.00	\$0.00
Treatment Foster	\$56,083.53	\$33,226.63	\$22,856.90	\$0.00
Child Foster Care	\$476,817.55	\$346,845.36	\$18,694.69	\$111,277.50
Rule 8 FC	\$76,179.08	\$14,709.60	\$13,372.90	\$48,096.58
Corrections	\$170,224.47	\$0.00	\$66,820.90	\$103,403.57
Home Monitoring/Spec. Equip	\$1,201.39	\$721.39	\$480.00	\$0.00
Rule 5	\$140,169.52	\$103,209.65	\$0.00	\$36,959.87
Respite	\$34,850.93	\$34,065.68	\$0.00	\$785.25
Child Care	\$1,579.00	\$1,579.00	\$0.00	\$0.00
Health Services	\$81.56	\$81.56	\$0.00	\$0.00
Transportation	\$9,584.21	\$9,584.21	\$0.00	\$0.00
Total	\$976,259.24	\$544,023.08	\$131,713.39	\$300,522.77

Total \$976,259.24

2011 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$2,832.90	\$177.00	\$2,655.90	\$0.00
Treatment Foster	\$101,130.13	\$101,130.13	\$0.00	\$0.00
Child Foster Care	\$317,597.09	\$167,153.57	\$11,627.25	\$138,816.27
Rule 8 FC	\$79,291.48	\$45,321.48	\$17,569.80	\$16,400.20
Corrections	\$316,273.71	\$0.00	\$208,352.80	\$107,920.91
18-21	\$1,228.00	\$1,228.00	\$0.00	\$0.00
Rule 5	\$70,889.29	\$70,889.29	\$0.00	\$0.00
Respite	\$8,645.32	\$7,336.52	\$0.00	\$1,308.80
Child Care	\$1,166.65	\$1,166.65	\$0.00	\$0.00
Health Services	\$193.65	\$193.65	\$0.00	\$0.00
Transportation	\$10,267.87	\$10,267.87	\$0.00	\$0.00
Total	\$909,516.09	\$404,864.16	\$240,205.75	\$264,446.18

Total \$909,516.09

2012 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$8,847.10	\$2,696.30	\$6,150.80	\$0.00
Treatment Foster	\$96,215.62	\$96,215.62	\$0.00	\$0.00
Child Foster Care	\$276,532.46	\$174,297.88	\$9,783.11	\$92,451.47
Rule 8 FC	\$76,095.10	\$7,061.90	\$43,317.20	\$25,716.00
Corrections	\$245,552.59	\$0.00	\$188,861.99	\$56,690.60
Electronic Monitoring	\$352.00	\$0.00	\$352.00	\$0.00
Rule 5	\$99,575.24	\$99,575.24	\$0.00	\$0.00
Respite	\$9,183.36	\$7,811.86	\$0.00	\$1,371.50
Child Care	\$0.00	\$0.00	\$0.00	\$0.00
Health Services	\$382.00	\$382.00	\$0.00	\$0.00
Transportation	\$7,187.58	\$7,187.58	\$0.00	\$0.00
Total	\$819,923.05	\$395,228.38	\$248,465.10	\$176,229.57

Total \$819,923.05

2013 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$4,194.22	\$2,816.72	\$1,377.50	\$0.00
Treatment Foster	\$79,138.00	\$79,138.00	\$0.00	\$0.00
Child Foster Care	\$252,908.55	\$241,526.46	\$0.00	\$11,382.09
Rule 8 FC	\$7,305.55	\$0.00	\$0.00	\$7,305.55
Corrections	\$188,405.85	\$24,953.28	\$142,441.58	\$21,010.99
Electronic Monitoring	\$2,904.00	\$2,596.00	\$308.00	\$0.00
Rule 5	\$58,405.55	\$21,834.76	\$0.00	\$36,570.79
Respite	\$2,358.48	\$2,258.48	\$0.00	\$100.00
Child Care	\$718.00	\$718.00	\$0.00	\$0.00
Health Services	\$110.87	\$110.87	\$0.00	\$0.00
Transportation	\$14,128.68	\$14,128.68	\$0.00	\$0.00
	<hr/>	<hr/>	<hr/>	<hr/>
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
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Total	\$718,065.87	\$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	\$18,757.24	\$18,757.24	\$0.00	\$0.00
Child Foster Care	\$102,989.69	\$75,864.62	\$4,228.29	\$22,896.78
Rule 8 FC	\$6,573.27	\$6,573.27	\$0.00	\$0.00
Corrections	\$109,979.05	\$0.00	\$83,996.69	\$25,982.36
Extended Foster Care	\$0.00	\$0.00	\$0.00	\$0.00
Rule 5	\$89,435.07	\$70,488.14	\$0.00	\$18,946.93
Respite	\$1,425.34	\$1,425.34	\$0.00	\$0.00
Child Care	\$1,437.50	\$1,437.50	\$0.00	\$0.00
Health Services	\$0.00	\$0.00	\$0.00	\$0.00
Transportation	\$3,729.68	\$3,729.68	\$0.00	\$0.00
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Total	\$334,326.84	\$178,275.79	\$88,224.98	\$67,826.07
Total	\$334,326.84			

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
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	63	0	4	67	\$395.43
MAY	41	5	0	46	\$404.58
JUNE					\$148.01

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

AITKIN-ITASCA-KOOCHICHING COMMUNITY HEALTH BOARD

Summary Minutes

Meeting Date: June 11, 2015

Meeting Site: Itasca Resource Center, Grand Rapids, MN

Call to Order: The meeting was called to order at 10:15 a.m. Telephone attendees were connected at 10:25 a.m..

Introductions: The Board and others present provided self-introduction. Members Present: Betsy Johnson, Lester Kachinske, Brian McBride, Leo Trunt, Laurie Westerlund, Ihleen Williams; Staff Present: Karen Benson, Kelly Chandler; Others Present: Tom Burke, Nancy Lee, Erin Melz; Attending Via Telephone: Terry Murray, Janelle Schroeder

Review and Approval of the Agenda: Laurie Westerlund made a motion to approve the agenda; seconded by Ihleen Williams; motion carried. It was noted that this meeting is a brief business meeting which will be followed by interviews for the Public Health Planner Position. Due to the abbreviated time frame, Public Health staff have provided written reports which are attached.

Minutes of April Meeting: Leo Trunt made a motion to approve the minutes; seconded by Lester Kachinske; motion carried.

Local Public Health Association Report:

Kelly Chandler, CHS Administrator, and Itasca County Public Health Division Manager is the tri-county CHS Local Public Health Association representative. She provided the following written report:

LPHA Update for CIIS – June, 2015

- Focus has been on the state budget.
- Health and Human Services Bill passed and was signed by the Governor.
- SHIP was fully funded at \$35 Million minus \$200,000 for a grant to study menthol cigarette interventions and \$371,000 to cover costs of health projected spending and outcomes reports (to increase accountability for SHIP). There will be funding for strategies to address dementia, for example using physical activity and nutrition to prevent dementia).
- LPHA block grant was increased by 10% to counties outside of the 11 county metro. Update will be provided as a separate discussion point later in our meeting.

- Home Visiting Funding from TANF remained the same. No increases were made to the cash assistance for families.
- There is funding for a one time allocation in 2016 for training for new home visitors. Amount is \$75,000.
- There is also funding for \$575,000 in 2016 and \$2 million in 2017 for startup or expansion grants for Nurse Family Partnership programs.
 - Unfortunately this evidence based model is very limited in scope, so not all counties (especially rural) would benefit from this funding.
 - We need to educate legislators more on home visiting models in the future, so monies are less limiting.
- The LPHA group will be working on common language to use when educating legislators. Not all understood what the local Public Health Block Grant would be used for or what all the different bills for home visiting meant for each county.
- SHIP language is always a discussion point and will be into the future. Some legislators are not supportive of SHIP, even if they do not have much information about it.

State CHS Advisory Committee (SCHSAC) Report:

- Betsy Johnson, Itasca County Board Representative is the Tri-County CHS State CHS Advisory Committee Representative. Betsy reported that SCHSAC had not met since our last meeting and is scheduled for its next meeting June 19, 2015.

Public Health Reports:

- Written reports were provided from each county Public Health Supervisor/Division Manager. These reports are attached below:
 - **Nancy Lee, Public Health Supervisor, presented the June 2015 Koochiching County Public Health update**
 - EP—Lindsay Barnhart currently taking ICS 300 course; we had a train derailment in Kooch Cty end of May. We had been having discussions with CN and others regarding this exact hazard to response was great—PH was not involved in the response but the county EP coordinator called PH to give an update regarding the incident.
 - Pitch the Commissioner—Lindsay Barnhart will be coordinating this event for Koochiching County with assistance from Erin, Kelly and Janelle as needed. Event is Thursday August 27th.
 - SHIP—The summer’s event “City Loop Fest” is being planned by the coalition members.
 - WIC continues to see around 250 people a month. With only one staff person to do WIC she is arranging her vacations etc around her scheduled WIC dates.
 - Case management—very busy with working with all three managed health plans and MnCHOICES.
 - We have started the process of discontinuing our participation in the Vaccine For Children program. We have not given a MnVFC vaccine since last September and vaccine is expiring which is a great financial waste to the program.

Public Health Reports (Continued):

Koochiching County Report (continued):

- On a personal note:
- I would like to thank all of you for this last year in helping me to learn the “ins and outs” of CHB structure and workings. I have given my notice to Koochiching County and I will be retiring June 23rd from the county to pursue a new position in International Falls. I know that our AIK residents have the best group to lead PH forward for them—and since I will now be one of those residents I am expecting that I will be well taken care of from the PH standpoint and for that I again say thank you all!!!

Kelly Chandler, Public Health Division Manager, presented the Itasca County Update – June, 2015

- Opening for full-time PHN in home and community based services. We have hired. New nurse will begin on June 15, 2015
- Open Streets Event will happen on June 6. It is coordinated by Get Fit Itasca who is the organization that we contract with for our SHIP funding.
- SHIP 4 – counties will be putting together work plans which will be compiled and sent in to MDH via Healthy Northland. This will occur over the summer.
- WIC – we will send a staff to receive her Certified Lactation Consultant Certification in September.
- Healthy Families America (Intensive Home Visiting) – we have 6 families enrolled thus far and families continue to be identified as needing this type of service. Staff are needing to prioritize who to enroll and who to provide traditional home visiting to, perhaps with more frequent contacts.
- MN Choices – we continue to receive many referrals and we hope to have another assessor and take over some of the intake process sometime within this next year (preferably in 2015). We are monitoring the funding coming in from DHS for the MN Choice Assessments because this will guide our ability to hire another staff.
- CADI (waiver program for persons under 65 with disabilities to remain in the home or community) – we continue to have a wait list of 18 clients. DHS has given us extra funding and an extra allocation to assist with serving 2 of our higher needs clients who were on the waiting list.
- Quality Improvement – A group of staff are working on developing an orientation checklist for new staff to streamline and better communicate who is responsible for what piece of orientation and to assure certain aspects of Public Health are covered during orientation. Staff are doing a great job with this project.
- Community Wellness Grant/1422 – Kelly working with the Quad County on hiring staff for this grant. Focus of the grant is chronic disease prevention for adults. We are hoping to bring some funds into Aitkin, Itasca, and Koochiching from this grant, but it remains to be seen how this might look. Work plan for year one sent into MDH in the past 2-3 weeks. Goal for this year is to gather information on needs, readiness, and disparities in all counties in the Northeast.

Public Health Reports (Continued):

Erin Melz, Aitkin County Public Health Supervisor, presented the June Update for Aitkin County Public Health

*SHIP

*Bike to Work event quite successful, despite the rain. 103 registered commuters for 740 miles.

*Bike Rodeos (DOB/Safe Routes to School grants) in Hill City and Aitkin on June 4th and 6th respectively were successful, fun and educational.

*Meetings and discussions happening around planning for Phase II of the Aitkin Bike Trail.

*Local (Aitkin) Farmer's Market USDA recognized. EBT and pin pad obtained through Healthy Northland and Bremer Bank support. EBT and credit cards can now be accepted at the Market. Will look into WIC voucher redemption in the future.

*Surveying aging clients to see if there is interest/ability to participate in a "fresh produce for seniors" program.

*Home Visiting

*Surface Pro 3 computers have arrived and have been programmed. Nurses will begin utilizing in the field with use of their hotspots from smart phones.

*A meeting will be held in the near future to discuss updating the Nightingale Notes database and Pathways for consistency across all 3 counties

*PHN and SW completed cohort training at U of M. SW has since resigned and relocated, therefore another SW is taking her place on the team with the PHN. Looking into bringing a regional Circles of Security training to our area or nearby in collaboration with a few other interested counties. Our Family Based Worker attended training last month and said it was phenomenal. PHN and SW will be attending the Parent Survey training next month to learn about a process to determine with families would be best served by this cohort.

*Project with Lakes and Pines has been named "WRAP" (We Rally Around Parents). Details for that program and staff to be hired are being finalized. Staff will be titled "Family Resource Specialist." Implementation anticipated for September.

*WIC

*WIC staff distributed over 150 "milk carton garden" kits to WIC families. A successful project with excitement from kids and families.

*Appointment reminders are being sent via text by office support staff to clients who have opted in to this service. Great feedback and preliminary results shows significant reduction in no-show rates.

*Continued use of/visits on Facebook Page. Preliminary discussions of launching Twitter.

*PH staff worked with University of MN Extension staff to plan for a "Cooking Matters for Parents" class, scheduled to begin on June 18th. Class is one day per week for 6 weeks, 10 a.m.-12 p.m. Class will occur providing 12 participant sign up.

Public Health Reports (Continued):

Aitkin County Report (Continued):

*Emergency Preparedness—

- *Continue to work on grant duties and plans.
- *Staff participated in regional TTX at the UOR Conference.
- *Will continue to work on follow-up plans from Sheltering TTX held in April.

*Health Education

- *New information goes out County wide each month via posters and articles for our media plan.
- *Facebook page being utilized
- *Participated in a Women's Wellness event with Riverwood Healthcare in May. PH's booth focused on Breast Health.
- *Participating in Aitkin's Rivers and Lakes Fair on June 20th
- *Aitkin County Fair to be held July 8-11. Mother and Infant Rest Area will be available again.

*Home and Community Based Services—

- *100% of new assessments are being conducting using MNChoices
- *Anticipating reassessments this fall and Managed Care to launch beginning part of 2016
- *Had annual BCBS audit with positive outcome
- *1 full time staff opening in this unit

*DP&C

- *No report

*Mental Health

- * Aitkin County Health & Human Services sponsored training on QPR (Question, Persuade, and Refer) has been held in all 3 schools/communities, with continued training anticipated again next fall.
- *NAMI presented a "Make It OK" presentation at the Public Library in Aitkin with positive attendance of community members, partnering agencies, our State House Representative and Board Chairman.
- *Social Services Supervisor looking into working with the jail to begin providing discharge planning work

*Local Public Health

- *Meeting scheduled on June 30th with representatives from all 3 counties to review each of the 3 plans and update/revise as necessary.

*Upcoming Activities

- *Aitkin County Fair—July 8-11th
- *A-I-K Pitch the Commissioner—International Falls—August 26-27th

Financial Information:

- Karen Benson, Grants Manager provided the financial reports for various grants and the Community Health Board Administration Expenditures. Due to time limitations, this report was provided as the written report only, which is attached below:

FINANCIAL REPORT SUMMARY

June 11, 2015

- **CHS Administration May, 2015**– Expenditures in May, 2015 amounted to \$10,512.98, bringing year-to-date expenditures to \$46,135.63 or 32.5% of the annual budget, with 41.7% of the year completed.
- **Women, Infant, Children (WIC) Peer Breastfeeding Support Project Expenditure Report, 2nd Quarter, January - March, 2015 – Presented By County:** Aitkin - \$923, bringing year-to-date expenditures to \$1,672 or 29.4% of the budget; Itasca - \$2,377 bringing year-to-date expenditures to \$3,556 or 62.6% of the budget; Koochiching - \$1,790 bringing year-to-date expenditures to \$ 3,190 or 56.2% of the budget. **50% of the Budget year is completed.**
- **Women, Infant, Children (WIC) Program April, 2015**- expenses for the month of April amounted to \$25,231 bringing year-to-date expenditures to \$156,097 or 59.9% of the \$260,544 planning level for the period Oct. 2014 - Sept. 2015.
- **TANF Home Visiting /Title V/Local Public Health Grant – 1st Quarter, 2015**
- TANF claimed expenditures of \$30,629.59 in the first quarter, bringing expenditures claimed to \$30,629.59 or 25.1% of the budget.
- Title V reported expenditures of \$44,983.24 in the first quarter, bringing year to date expenditures to \$44,983.24, or 39.6% of the budget.
- LPHG reported expenditures of \$111,193.19 in the first quarter, bringing year-to-date expenditures to \$111,193.19 or 30.7% of the budget. **With 25% of the year completed, Title V and LPHG expenditures are running a bit ahead of schedule.**
- **Statewide Health Improvement Grant, April, 2015** - expenses for the month of April amounted to \$20,311.34, bringing year-to-date expenditures to \$96,770.70 or 42.2% 12 month budget. **This grant runs from November, 2014 to October, 2015, and has \$229,230 budgeted for that time period for our 3 counties and the Itasca YMCA.**
- **Child Care Health Consultation Grant (Itasca), January -March, 2015** - expenses for this quarter amounted to \$3,574.06 bringing date expenditures to date to \$27,864.75 or 46.4% of the \$60,000 grant for the 30 month grant period from July, 2013 – December, 2015. With 70% of the grant period completed, Itasca has been working hard to expend these funds.

Financial Information (Continued):

- **Preparedness January - March, 2015** – expenditures for the period Jan. – March, 2015 amounted to \$24,773.57 of the budget, bringing year- to- date expenditures to \$70,263.12 or 96% of the \$73,157 July 2014-June 2015 budget amount. **With 750% of the budget year completed, this grant is ahead in expenditures. This is typical of this grant with counties usually fully expending these dollars.**
- **Follow Along Program – January - March, 2015** expenditures for the period January – March, 2015 amounted to \$2,288.40 of the budget, bringing year- to- date expenditures to \$6,865.20 or 75% of the \$9,153 July 2014-June 2015 budget amount, with 75% of the budget year completed this grant is right on track.
- **Child and Teen Checkups January - March, 2015** expenditures for the period January – March, 2015 amounted to \$29,957.00 of the budget, bringing year- to- date expenditures to \$29,957.00 or 14.3% of the \$210,119 annual budget amount, with 25% of the budget year completed this grant is lagging a bit.

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

Following the motion, Karen Benson noted that this was her 169th and last report to the Aitkin-Itasca-Koochiching Community Health Board, and as always she would be happy to answer any questions. She will be leaving her position with the Board July 4, 2015 after 28 years of employment.

Brian McBride presented a plaque to Karen Benson and thanked her for her 28 years of service to the Board.

Local Public Health Grant Increase: Kelly Chandler reported that The Health and Human Services Omnibus bill recently signed by Governor Dayton included an additional \$1 million per year for the Local Public Health Grant to rural counties. This will mean an additional \$18,174 for the July-December, 2015 period for our three counties. This bill also provides additional \$36,347 for the 2016 calendar year. The Board will need to decide how to allocate these funds. Kelly Chandler recommended that these funds go to the 3 counties.

Hiring Update: Kelly Chandler provided an update regarding the interview process scheduled for today. Candidates will be interviewed beginning at 11:00 a.m. today. Following the interviews, Board members present at the interviews and Public Health Leaders will discuss the results and develop a final recommendation to bring back to the Board for a hiring decision. This decision will take place at a special meeting of the Board on June 18, 2015.

Next Meeting:

The next meeting of the Community Health Board will be a special meeting on June 18, 2015, at 9:00 a.m. by telephone conference to make a hiring decision for the Community Health Planner position. The next regular meeting of the Board is scheduled for August 13, 2015 in Grand Rapids.

Other: Board Chair, Brian McBride has received a letter of resignation from Phyllis Karsnia, Koochiching County representative to the Board. Phyllis has been a Board member since January 1, 1998. Phyllis was unable to attend today's meeting, but the Chair noted that we appreciate her many years of service. Koochiching County will take action to fill this vacant position. He also noted that Koochiching County will be taking action to hire a Public Health Supervisor to fill that vacancy as well.

Adjournment: The Board Chair adjourned the meeting at 10:55 a.m.

AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

Wednesday, June 3, 2015

Committee Members Present: Marlene Abear
Holly Bray
Jim Carlson
Diane Eastman, AFSCME Union Rep.
Roberta Elvecrog
Darlene Hlidek
Gayle Janzen
Joy Janzen
Kristine Layne, Riverwood HealthCare
Bob Marcum
Bev Mensing, Red Cross
Katie Nelson, Riverwood Foundation
Jessica Seibert, HRA
Commissioner Laurie Westerlund
Commissioner Anne Marcotte

Others Present: Tom Burke, Director
Ann Rivas, Social Service Supervisor
Eileen Foss, Income Maintenance Supervisor
Jessi Goble, Income Maintenance Supervisor
Erin Melz, Public Health Supervisor
Julie Lueck, Clerk to the Advisory Committee

Guests: Joel Hoppe

Absent: Julie Anne Larkin
Kami Genz, CMCC
Amanda Voller, Workforce Center

I. Approval of Agenda

Darlene Hlidek announced that this would be her last meeting as a member of the H&HS Advisory Committee as she and her family are purchasing the Hallett Bed & Breakfast and she will be moving to Crow Wing County. She also brought and shared a platter of Baklava with us. Darlene was thanked for her service to the Advisory Committee and we wished her well in the new chapter of her life. Motion by Jessica Seibert, seconded by Bev Mensing, and carried, the vote was to approve the Agenda with the addition of Darlene Hlidek's announcement and the correction to VI.B. which should read Feedback from the Board Meeting, May 26, 2015 – Gayle Janzen & Katie Nelson.

II. Approval of Minutes of the May 6, 2015 Meeting

Motion by Roberta Elvecrog, seconded by Jim Carlson, and carried, the vote was to approve the Minutes of the May 6, 2015 meeting as presented.

III. Technology – Tom Burke/Eileen Foss/Erin Melz/Ann Rivas updated the committee on the changes occurring now and in the future to enhance mobility of the workers in doing their jobs out in the field. With the many changes, the IT Department is needing to ramp up to support the use of extra phones and additional Surface Pro 3 equipment as well as provide coverage during the longer daily work hours of our staff.

It was noted that the Income Maintenance Unit has gone almost entirely paperless with the scanning in of files which eliminated over 30 file cabinets. Documents get scanned in immediately when they enter the agency. Each IM worker has three monitors and the use signature pads with clients in the agency. All forms are now on line as well and files are accessible to workers who no longer have to locate paper files. We are moving to other units in the agency to also become paperless.

We are looking at newer technology to assist the workers which includes the Surface Pro 3 form of computers. These will allow workers to do assessments in the client homes by filling out forms and getting signatures during their visit. Smart Phones will also be used as a “hot spot” to access systems at the State through the “cloud”. Policies covering the use of this new equipment are being updated so we can be consistent county-wide.

Many examples of the way the new equipment is being used and the potential use for Surface Pro 3 were given to cover many program areas within the agency.

Jessica (Jes) Goble, the new Income Maintenance Supervisor who will be replacing Eileen Foss when she retires the end of June was introduced to the committee. Jes noted she was with Crow Wing County for nine years in the income maintenance unit and most recently was a FAS lead worker.

IV. Task Force Reports/Updates:

A. Corrections - Kami Genz/Roberta Elvecrog – No recent meeting.

B. Public Health – Bob Marcum / Kristine Layne – Asked to schedule a meeting with Erin on August 5th at 2:30, which would be prior to the regular Advisory Meeting. Confirmation of that date and time to follow. Roberta noted that the upcoming County Fair would be a great opportunity for Advisory Committee Members to assist with the H&HS Fair Booth.

C. Children’s Social Services/Mental Health – Bev Mensing/Katie Nelson – No Report.

D. Adult Social Services/Mental Health – Jessica Seibert / Bob Marcum / Marlene Abear
This Task Force along with additional committee members met earlier today with Ann Rivas, and it was noted they discussed the workers in each program area along with the complexities of the cases they work with.

V. Budget Committee Report/Update – Jim Carlson / Jessica Seibert – They have not met but would like to meet with Kathy Ryan within the next month. Tom noted we are starting to get numbers based on the outcomes of the legislative session and we are developing new program areas with Lakes & Pines, Riverwood and our jail which will require some figuring as to how we will budget for these areas.

VI. Comments:

A. Comments from the Committee Members for the Commissioners relative to HHS

B. Feedback from the Board Meeting – May 26, 2015 – Gayle Janzen / Katie Nelson

Katie updated the committee on the Arrowhead Transit presentation looking for drivers to transport

folks back and forth to work on a temporary basis. She felt more details need to be explained as the program develops. Katie also spoke about the examples Kathy Ryan gave to the Board regarding the extremely expensive costs that can occur involving the release of someone from a facility when there is not an immediate opening in another facility. Gayle spoke about how very informative the legislative updates were for her.

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

JUNE 23	Holly Bray	Roberta Elvecrog	JULY 28	Holly Bray	Roberta Elvecrog
AUGUST 25	Bob Marcum	Roberta Elvecrog	SEPTEMBER 22	Jessica Seibert	Marlene Abear
OCTOBER 27	Jim Carlson	Amanda Voller	NOVEMBER 24	Bob Marcum	_____
DECEMBER 22	_____	_____			

VII. Miscellaneous Discussion – Nothing noted at this meeting.

VIII. Adjourn

Motion by Gayle Janzen, seconded by Bev Mensing, and carried; the vote was to adjourn the meeting at 4:17 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:

- Draft copy of the Minutes of the May 6, 2015, Advisory Committee Meeting
- Draft Copy of May 26, 2015, Health & Human Services Board Meeting Minutes
- Roster of Health & Human Service Advisory Committee Members