

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
August 25, 2015**

- 9:05 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review July 28, 2015 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. General/Miscellaneous Information**
 - A. Re-procurement – Verbal Report – Tom Burke
 - B. WRAP (We Rally Around Parents) Program - Lakes & Pines Update – Ann Rivas
 - C. Discharge Planning at the Aitkin County Jail Update – Ann Rivas
 - D. H&HS Strategic Plan – Tom Burke
 - VI. Contracts / Resolutions**
 - A. WIC Agreements for the period September 1, 2015 to August 31, 2016 between Aitkin County Health & Human Services and:
 - 1. McGregor Independent School District # 4
 - 2. Hill City School District #2
 - 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
August 13, 2015 Meeting Minutes
 - IX. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Committee Members attending today: Bob Marcum & Roberta Elvecrog
Minutes of the August 5, 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 – September 22, 2015**

AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
July 28, 2015

I. Attendance

The Aitkin County Board of Commissioners met this 28th day of July, 2015, at 9:04 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; Jessica Goble, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, H&HS Advisory Committee Member.

II. Approval of Health & Human Services Board Agenda

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

III. Review June 23, 2015 Health & Human Service Board Minutes

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

IV. Review Bills

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

V. General/Miscellaneous Information

- A. Counties Unique Role in Case Management (A MACSSA Policy Statement) – Tom Burke reviewed areas of the MACSSA Policy Statement noting the amount of training needed to provide case management services as well as the complexities involved due to the integrated services between social services, public health, income maintenance and the fiscal area of our department. The case management often involves working with consumers with mental health, developmental disabilities, and difficult behaviors and aggression on the part of the consumer often limits the facilities we can use. It was also noted that there will be a Webcast on August 10th from 9 a.m. to 12:15 p.m. regarding the Governor's Task Force.
- B. Public Health Nurse Position – Tom Burke discussed the need for decisions to be made with respect to the hiring of a Public Health Nurse which has been in process for 11 months and the need for a second PHN in the very near future. It was noted that additional recruitment efforts will be made and market conditions will dictate the pay and benefits offered and then current staff positions will be re-evaluated for placement on the pay scale. Concern was raised around the potential consequences if present staff is not adjusted.
- C. DHS Bulletin #15-68-09: Child Protection Allocation – Tom Burke, Kathy Ryan & Sue Tange discussed the fact that we have received the initial \$60,000 and that a required Amendment to the VCAA must be submitted to the State by August 31st which requires acknowledgment from the Board as to how the county plans to use the allocated dollars.

VI. Contracts / Resolutions

- A. Aitkin-Itasca-Koochiching Community Health Board Joint Powers Agreement – Tom Burke *Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve and authorize the Board Chair to sign the Aitkin-Itasca-Koochiching Community Health Board Joint Powers Agreement.*

VII. Administrative Reports:

- A. Financial & Transportation Reports – Kathy Ryan noted that the Safe Haven Grant is no longer through H&HS. Kathy also discussed the higher MA access costs.

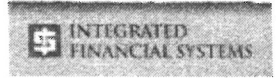
VIII. Committee Reports from Commissioners

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Committee Members attending today: Holly Bray & Roberta Elvecrog
No minutes as there was no meeting in July. No report at this time.
- B. AEOA Committee Update – Commissioner Westerlund noted they will meet in August.
- C. NEMOJT Committee Update – Commissioner Napstad noted there was no meeting in July.
- D. CJI (Children’s Justice Initiative) – Commissioner Westerlund noted there was no meeting.
- E. Lakes & Pines Update – Commissioner Niemi noted he has statistical information he will share.

IX. Break at 10:40 a.m. for 15 minutes

Next Meeting – August 25, 2015

Aitkin County

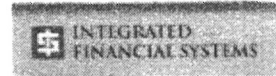


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description
No.	Account/Formula						Paid On Bhf #	On Behalf of Name
1	13658 Action for Healthy Kids 05-400-450-0451-6406			300.00	HE-MCGREGOR BACK 2 SCHOOL FAIR	08/12/2015 08/12/2015		PH Program Related Supplies
	13658 Action for Healthy Kids			300.00	1 Transactions			
2	85003 Aitkin County DAC 05-400-440-0410-6231			16.83	PAPER SHREDDING	07/01/2015 07/01/2015		Services/Labor/Contracts
3	05-400-440-0410-6231			2.64	CLEANING	07/07/2015 07/21/2015		Services/Labor/Contracts
2	05-420-600-4800-6231			39.27	PAPER SHREDDING	07/01/2015 07/01/2015		Services/Labor/Contracts
3	05-420-600-4800-6231			6.16	CLEANING	07/07/2015 07/21/2015		Services/Labor/Contracts
2	05-430-700-4800-6231			56.10	PAPER SHREDDING	07/01/2015 07/01/2015		Services/Labor/Contracts
3	05-430-700-4800-6231			8.80	CLEANING	07/07/2015 07/21/2015		Services/Labor/Contracts
	85003 Aitkin County DAC			129.80	6 Transactions			
4	12106 Antoine Electric 05-400-440-0410-6231			7.01	4 FOOT FLORESCENT LAMPS-6 PINK	07/21/2015 07/21/2015	13904	Services/Labor/Contracts
4	05-420-600-4800-6231			16.36	4 FOOT FLORESCENT LAMPS-6 PINK	07/21/2015 07/21/2015	13904	Services/Labor/Contracts
4	05-430-700-4800-6231			23.37	4 FOOT FLORESCENT LAMPS-6 PINK	07/21/2015 07/21/2015	13904	Services/Labor/Contracts
	12106 Antoine Electric			46.74	3 Transactions			
5	137 Best Western-Kelly Inn 05-420-640-4800-6332			373.08	MFSRC LODGING	10/05/2015 10/07/2015		Hotel/Lodging
	137 Best Western-Kelly Inn			373.08	1 Transactions			
6	10855 Culligan 05-400-440-0410-6301			20.25	COOLER RENTAL SERVICE	07/31/2015 07/31/2015	150-10016285-1	Equipment Lease/Space Rental
6	05-420-600-4800-6301			47.25	COOLER RENTAL SERVICE		150-10016285-1	Equipment Lease/Space Rental

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Health & Human Services

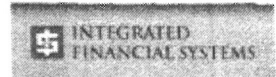
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<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
6	05-430-700-4800-6301	67.50	07/31/2015 07/31/2015	150-10016285-1 Equipment Lease/Space Rental
10855 Culligan		135.00	07/31/2015 07/31/2015 3 Transactions	
88628 Dalco				
7	05-400-440-0410-6422	25.70	08/12/2015 08/12/2015	2918437 Janitorial Services/Supplies
7	05-420-600-4800-6422	59.96	08/12/2015 08/12/2015	2918437 Janitorial Services/Supplies
7	05-430-700-4800-6422	85.66	08/12/2015 08/12/2015	2918437 Janitorial Services/Supplies
88628 Dalco		171.32	08/12/2015 08/12/2015 3 Transactions	
11051 Department of Human Services				
13	05-420-640-4800-6231	21.98	07/01/2015 07/31/2015	A300C522001 Services/Labor/Contracts
10	05-420-650-4400-6025	1,003.40	07/01/2015 07/31/2015	A300MM7N011 State/Fed Share - MA
11	05-420-650-4400-6025	146.79	07/01/2015 07/31/2015	A300MM7N011 State/Fed Share - MA
12	05-420-650-4400-6025	73.39	07/01/2015 07/31/2015	A300MM7N011 State/Fed Share - MA
8	05-430-710-0000-5425	3,724.32	08/05/2015 08/05/2015	292534 Title IV-B1 Family Response*65
9	05-430-710-0000-5441	873.61	08/05/2015 08/05/2015	292534 IV-E Foster Care*01
11051 Department of Human Services		5,843.49	08/05/2015 08/05/2015 6 Transactions	
13660 Downs Funeral Home				
14	05-420-650-4800-6810	2,545.00	08/10/2015 08/10/2015	COUNTY BURIAL County Burials
13660 Downs Funeral Home		2,545.00	08/10/2015 08/10/2015 1 Transactions	
5716 Gopher				
15	05-400-450-0451-6406	649.58	07/22/2015 07/22/2015	8988433 SHIP-ASD HILL CITY RECESS KIT PH Program Related Supplies
16	05-400-450-0451-6406	649.57	07/22/2015 07/22/2015	8988433 SHIP-HSF HILL CITY RECESS KIT PH Program Related Supplies

Aitkin County

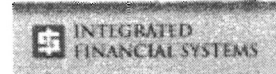


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5716	Gopher		1,299.15	07/22/2015 07/22/2015 2 Transactions	
17	9524 Hudrlik Carpet Service 05-400-440-0410-6630		45.28	CARPET FOR OFFICE 07/25/2015 07/25/2015	21420 Miscellaneous-Capital Expense
17	05-420-600-4800-6630		105.67	CARPET FOR OFFICE 07/25/2015 07/25/2015	21420 Miscellaneous-Capital Expense
17	05-430-700-4800-6630		150.96	CARPET FOR OFFICE 07/25/2015 07/25/2015	21420 Miscellaneous-Capital Expense
	9524 Hudrlik Carpet Service		301.91	3 Transactions	
18	2340 Hyytinen Hardware Hank 05-400-440-0410-6422		0.50	PHIL #3 XL POWER BIT 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
19	05-400-440-0410-6422		0.67	COAT HOOK 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
20	05-400-440-0410-6422		0.44	SEAT & SPRING KIT 08/01/2015 08/01/2015	1272319 Janitorial Services/Supplies
21	05-400-440-0410-6422		4.34	CLEANING SUPPLIES 08/01/2015 08/01/2015	1274347 Janitorial Services/Supplies
22	05-400-440-0410-6422		2.51	CLEANING SUPPLIES 08/01/2015 08/01/2015	1274755 Janitorial Services/Supplies
18	05-420-600-4800-6422		1.19	PHIL #3 XL POWER BIT 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
19	05-420-600-4800-6422		1.57	COAT HOOK 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
20	05-420-600-4800-6422		1.05	SEAT & SPRING KIT 08/01/2015 08/01/2015	1272319 Janitorial Services/Supplies
21	05-420-600-4800-6422		10.15	CLEANING SUPPLIES 08/01/2015 08/01/2015	1274347 Janitorial Services/Supplies
22	05-420-600-4800-6422		5.87	CLEANING SUPPLIES 08/01/2015 08/01/2015	1274755 Janitorial Services/Supplies
18	05-430-700-4800-6422		1.70	PHIL #3 XL POWER BIT 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
19	05-430-700-4800-6422		2.25	COAT HOOK 08/01/2015 08/01/2015	1270839 Janitorial Services/Supplies
20	05-430-700-4800-6422		1.50	SEAT & SPRING KIT	1272319 Janitorial Services/Supplies

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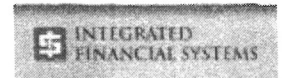
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21 05-430-700-4800-6422		14.50	08/01/2015 08/01/2015 CLEANING SUPPLIES	1274347 Janitorial Services/Supplies
22 05-430-700-4800-6422		8.38	08/01/2015 08/01/2015 CLEANING SUPPLIES	1274755 Janitorial Services/Supplies
2340 Hyytinen Hardware Hank		56.62	08/01/2015 08/01/2015 15 Transactions	
11406 Innovative Office Solutions				
23 05-400-440-0410-6405		7.30	07/30/2015 07/30/2015 AGENCY SUPPLIES	IN0858577 Office Supplies
26 05-400-440-0410-6405		1.96	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
27 05-400-440-0410-6405		2.31	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
24 05-400-450-0451-6406		28.64	08/10/2015 08/10/2015 HE-HILL CITY HEALTH EXPO	IN0869134 PH Program Related Supplies
25 05-400-450-0451-6406		28.64	08/10/2015 08/10/2015 SHIP-HSF HILL CITY HEALTH EXPO	IN0869134 PH Program Related Supplies
23 05-420-600-4800-6405		17.05	07/30/2015 07/30/2015 AGENCY SUPPLIES	IN0858577 Office Supplies
26 05-420-600-4800-6405		4.58	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
27 05-420-600-4800-6405		5.40	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
23 05-430-700-4800-6405		24.35	07/30/2015 07/30/2015 AGENCY SUPPLIES	IN0858577 Office Supplies
26 05-430-700-4800-6405		6.54	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
27 05-430-700-4800-6405		7.71	08/10/2015 08/10/2015 AGENCY SUPPLIES	IN0869134 Office Supplies
11406 Innovative Office Solutions		134.48	08/10/2015 08/10/2015 11 Transactions	
13659 Karmady Yoga & Fitness Studio				
28 05-400-450-0451-6231		120.00	08/14/2015 08/14/2015 HE-HILL CITY HEALTH FAIR	Services/Labor/Contracts
13659 Karmady Yoga & Fitness Studio		120.00	08/14/2015 08/14/2015 1 Transactions	
89079 McGregor Area Ambulance Service				

Aitkin County



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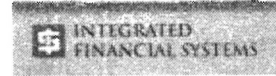
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Page 6

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29	05-400-401-0000-6812		2,240.00	AMBULANCE RUNS-JULY-'15			Mcgregor Area Ambulance
				07/01/2015	07/31/2015		
89079	McGregor Area Ambulance Service		2,240.00	1 Transactions			
30	05-400-401-0000-6813		220.00	AMBULANCE RUNS-JULY'15			Meds-1 Hill City Ambulance
				07/01/2015	07/31/2015		
89080	Meds-1 Ambulance Service Inc		220.00	1 Transactions			
31	05-400-401-0000-6814		60.00	AMBULANCE RUNS-JULY'15			Isle Ambulance/Mille Lacs Health System
				07/01/2015	07/31/2015		
89078	Mille Lacs Health System		60.00	1 Transactions			
32	05-420-640-4800-6405		51.30	CS CODE BOOKS(2)			Office Supplies
				08/20/2015	08/20/2015		
3337	Minnesota County Attorneys Association		51.30	1 Transactions			
33	05-400-440-0410-6300		24.09	ELEVATOR SERVICE-AUG'15		632859	Maintenance/Service Contracts
				08/01/2015	08/31/2015		
33	05-420-600-4800-6300		56.22	ELEVATOR SERVICE-AUG'15		632859	Maintenance/Service Contracts
				08/01/2015	08/31/2015		
33	05-430-700-4800-6300		80.32	ELEVATOR SERVICE-AUG'15		632859	Maintenance/Service Contracts
				08/01/2015	08/31/2015		
89765	Minnesota Elevator, Inc		160.63	3 Transactions			
34	05-400-440-0410-6231		589.50	AUDIT		66132	Services/Labor/Contracts
				08/14/2015	08/14/2015		
34	05-420-600-4800-6231		1,375.50	AUDIT		66132	Services/Labor/Contracts
				08/14/2015	08/14/2015		
34	05-430-700-4800-6231		1,965.00	AUDIT		66132	Services/Labor/Contracts
				08/14/2015	08/14/2015		
3358	Minnesota State Auditor		3,930.00	3 Transactions			
12745	MJS CONSULTING, INC						

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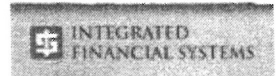


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35 05-420-600-4800-6239		333.42	EDOCS-REGION 3 EDMS SUPPORT/MN 08/06/2015 08/06/2015	50386 Software Fees/License Fees
12745 MJS CONSULTING, INC		333.42	1 Transactions	
36 90318 Moore Medical Corp-LLC 05-400-400-0402-6430		50.27	DP&C MEDICAL SUPPLIES 08/12/2015 08/12/2015	828122421 DP & C - Medical Supplies
90318 Moore Medical Corp-LLC		50.27	1 Transactions	
37 13013 NEOPOST GREAT PLAINS 05-400-440-0410-6405		49.50	INK CARTRIDGE-POSTAGE MACHINE 08/10/2015 08/10/2015	GPAR40815 Office Supplies
37 05-420-600-4800-6405		115.50	INK CARTRIDGE-POSTAGE MACHINE 08/10/2015 08/10/2015	GPAR40815 Office Supplies
37 05-430-700-4800-6405		165.00	INK CARTRIDGE-POSTAGE MACHINE 08/10/2015 08/10/2015	GPAR40815 Office Supplies
13013 NEOPOST GREAT PLAINS		330.00	3 Transactions	
38 89081 North Ambulance Brainerd 05-400-401-0000-6809		2,250.00	AMBULANCE RUNS-JULY'15 07/01/2015 07/31/2015	No. Memorial Ambulance-Aitkin
89081 North Ambulance Brainerd		2,250.00	1 Transactions	
39 1652 Northland Fire Protection 05-400-440-0410-6300		115.22	MAINTENANCE RECERTIFICATION 07/01/2015 06/30/2016	18676 Maintenance/Service Contracts
39 05-420-600-4800-6300		268.85	MAINTENANCE RECERTIFICATION 07/01/2015 06/30/2016	18676 Maintenance/Service Contracts
39 05-430-700-4800-6300		384.08	MAINTENANCE RECERTIFICATION 07/01/2015 06/30/2016	18676 Maintenance/Service Contracts
1652 Northland Fire Protection		768.15	3 Transactions	
40 3810 Paulbeck's County Market 05-400-440-0410-6406		137.85	PH FAIR BOOTH SUPPLIES 07/08/2015 07/08/2015	005000030957 PH Program Related Supplies
41 05-400-440-0410-6405		1.21	AGENCY SUPPLIES 07/24/2015 07/24/2015	007000881328 Office Supplies
41 05-420-600-4800-6405		2.83	AGENCY SUPPLIES	007000881328 Office Supplies

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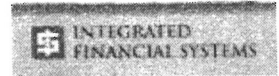
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41	05-430-700-4800-6405	4.04	07/24/2015 07/24/2015	007000881328 Office Supplies
3810 Paulbeck's County Market		145.93	07/24/2015 07/24/2015	4 Transactions
86177 Sheriff Aitkin County				
42	05-420-600-4800-6265	45.00	FRAUD-APR-JUN'15	15-0221 Sheriff - Fraud Investigation
			04/01/2015 06/30/2015	
43	05-420-640-4800-6270	50.00	IVD SERVICE 0011000569-03	20150404 Aitkin Co Sheriff Fees Iv-D
			08/18/2015 08/18/2015	
44	05-420-640-4800-6270	50.00	IVD SERVICE 0011427651-01	20150407 Aitkin Co Sheriff Fees Iv-D
			08/18/2015 08/18/2015	
46	05-430-700-4800-6231	50.00	RR FOSTER CARE	20150388 Services/Labor/Contracts
			08/19/2015 08/19/2015	
45	05-430-700-4800-6231	50.00	RR DETOX	20150389 Services/Labor/Contracts
			08/18/2015 08/18/2015	
86177 Sheriff Aitkin County		245.00	5 Transactions	
88859 Spee*Dee-St Cloud				
49	05-400-440-0410-6231	35.17	PH SERVICE	2876090 Services/Labor/Contracts
			08/03/2015 08/03/2015	
47	05-420-600-4800-6231	346.85	IM SERVICE	2876090 Services/Labor/Contracts
			08/03/2015 08/03/2015	
48	05-430-700-4800-6231	10.59	SS SERVICE	2876090 Services/Labor/Contracts
			08/03/2015 08/03/2015	
88859 Spee*Dee-St Cloud		392.61	3 Transactions	
86235 The Office Shop Inc				
58	05-400-440-0410-6300	1,392.52	PH COPIER CONTRACT IRC5255	276636-0 Maintenance/Service Contracts
			07/28/2015 07/28/2015	
59	05-400-440-0410-6300	158.85	OSS COPIER CONTRACT IR5240	279867-0 Maintenance/Service Contracts
			07/28/2015 07/28/2015	
60	05-400-440-0410-6300	51.60	MAILROOM COPIER CNTRCT IRC6265	279984-0 Maintenance/Service Contracts
			07/28/2015 07/28/2015	
67	05-400-440-0410-6405	18.37	AGENCY SUPPLIES	986194-0 Office Supplies
			07/17/2015 07/17/2015	
51	05-400-440-0410-6405	2.29	AGENCY SUPPLIES	986234-0 Office Supplies
			07/07/2015 07/07/2015	

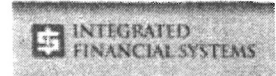
Aitkin County



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>
53 05-400-450-0451-6406		104.96	HE-AITKIN 7TH GR ORIENT PKCTS 07/14/2015 07/14/2015	986423-0 PH Program Related Supplies
54 05-400-440-0410-6405		15.89	OSS-FAX TONER 07/10/2015 07/10/2015	986457-0 Office Supplies
55 05-400-440-0410-6405		14.85	AGENCY SUPPLIES 07/17/2015 07/17/2015	986515-0 Office Supplies
56 05-400-440-0410-6405		19.44	AGENCY SUPPLIES 07/29/2015 07/29/2015	987553-0 Office Supplies
57 05-400-440-0410-6405		2.30	AGENCY SUPPLIES 07/30/2015 07/30/2015	987580-0 Office Supplies
61 05-400-440-0410-6405		6.03	AGENCY SUPPLIES 07/31/2015 07/31/2015	987580-1 Office Supplies
52 05-420-600-4800-6405		11.50	SCANNED INK STAMP(LJ) 06/03/2015 06/03/2015	278965-0 Office Supplies
59 05-420-600-4800-6300		370.66	OSS COPIER CONTRACT IR5240 07/28/2015 07/28/2015	279867-0 Maintenance/Service Contracts
60 05-420-600-4800-6300		120.41	MAILROOM COPIER CNTRCT IRC6265 07/28/2015 07/28/2015	279984-0 Maintenance/Service Contracts
67 05-420-600-4800-6405		42.88	AGENCY SUPPLIES 07/17/2015 07/17/2015	986194-0 Office Supplies
50 05-420-600-4800-6405		8.39	BULLETIN BOARD CORK(JG) 07/07/2015 07/07/2015	986194-0 Office Supplies
51 05-420-600-4800-6405		5.35	AGENCY SUPPLIES 07/07/2015 07/07/2015	986234-0 Office Supplies
54 05-420-600-4800-6405		37.10	OSS-FAX TONER 07/10/2015 07/10/2015	986457-0 Office Supplies
55 05-420-600-4800-6405		34.65	AGENCY SUPPLIES 07/17/2015 07/17/2015	986515-0 Office Supplies
56 05-420-600-4800-6405		45.37	AGENCY SUPPLIES 07/29/2015 07/29/2015	987553-0 Office Supplies
62 05-420-600-4800-6405		249.00	CHAIR(JG) 07/29/2015 07/29/2015	987569-0 Office Supplies
57 05-420-600-4800-6405		5.39	AGENCY SUPPLIES 07/30/2015 07/30/2015	987580-0 Office Supplies
61 05-420-600-4800-6405		14.06	AGENCY SUPPLIES 07/31/2015 07/31/2015	987580-1 Office Supplies
65 05-420-640-4800-6405		269.00	CHAIR(NK) 07/31/2015 07/31/2015	987744-0 Office Supplies
59 05-430-700-4800-6300		529.52	OSS COPIER CONTRACT IR5240	279867-0 Maintenance/Service Contracts

Aitkin County



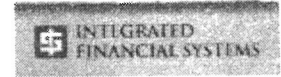
Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>
60	05-430-700-4800-6300	172.02	07/28/2015 07/28/2015 MAILROOM COPIER CNTRCT IRC6265	279984-0 Maintenance/Service Contracts
67	05-430-700-4800-6405	61.25	07/28/2015 07/28/2015 AGENCY SUPPLIES	986194-0 Office Supplies
51	05-430-700-4800-6405	7.65	07/17/2015 07/17/2015 AGENCY SUPPLIES	986234-0 Office Supplies
54	05-430-700-4800-6405	53.00	07/07/2015 07/07/2015 OSS-FAX TONER	986457-0 Office Supplies
55	05-430-700-4800-6405	49.50	07/10/2015 07/10/2015 AGENCY SUPPLIES	986515-0 Office Supplies
56	05-430-700-4800-6405	64.81	07/17/2015 07/17/2015 AGENCY SUPPLIES	987553-0 Office Supplies
63	05-430-700-4800-6405	249.00	07/29/2015 07/29/2015 CHAIR(KL)	987569-0 Office Supplies
64	05-430-700-4800-6405	239.00	07/29/2015 07/29/2015 CHAIR(DJ)	987569-0 Office Supplies
57	05-430-700-4800-6405	7.70	07/29/2015 07/29/2015 AGENCY SUPPLIES	987580-0 Office Supplies
61	05-430-700-4800-6405	20.09	07/30/2015 07/30/2015 AGENCY SUPPLIES	987580-1 Office Supplies
86235	The Office Shop Inc	4,454.40	07/31/2015 07/31/2015 35 Transactions	
10657	Totalfunds By Hasler			
66	05-430-000-0000-1205	435.55	08/07/2015 08/07/2015 POSTAGE	79000110005968 Postage Account
10657	Totalfunds By Hasler	435.55	1 Transactions	
Final Total		27,523.85	29 Vendors	123 Transactions

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Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

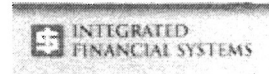


Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	5	27,523.85	Health & Human Services
	All Funds	27,523.85	Total

Approved by,
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 8/21/15 11:40AM
 Health & Human Services

Aitkin County

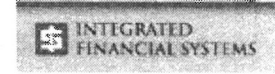


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Page 2

<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>
12 6094 AADA 05- 430- 710- 3640- 6020		180.00	Exchanges/Family Assessment Re 07/04/2015 07/18/2015	Family Assessment Response Services
6094 AADA		180.00	1 Transactions	
2 88284 AITKIN CO RECORDER 05- 430- 710- 3460- 6065		26.00	Adolescent Life Skills Trainin 08/14/2015 08/14/2015	Self Funds - Adolescent Life Skills
30 05- 430- 710- 3930- 6020		45.00	2 certified birth certificates 08/13/2015 08/13/2015	General Case Management
88284 AITKIN CO RECORDER		71.00	2 Transactions	
33 86222 AITKIN INDEPENDENT AGE 05- 430- 720- 3020- 6069		72.60	Child Care Advertising - Commu 07/15/2015 07/18/2015	Community Ed & Prevent/Advertising
86222 AITKIN INDEPENDENT AGE		72.60	1 Transactions	
3 91222 ARROWHEAD TRANSIT- GRAND RAPIDS 05- 430- 750- 3160- 6094		30.00	bus tickets 08/01/2015 08/31/2015	Transportation - Waiver
91222 ARROWHEAD TRANSIT- GRAND RAPIDS		30.00	1 Transactions	
13 9791 BieganeK/Joan M 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 06/01/2015 06/30/2015	Guardianship/Conservatorship
14 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 07/01/2015 07/31/2015	Guardianship/Conservatorship
9791 BieganeK/Joan M		210.00	2 Transactions	
19 11062 Bland/Kenneth D 05- 430- 710- 3820- 6040		306.00	Relative Custody Assistance 08/01/2015 08/31/2015	Relative Custody Assistance
11062 Bland/Kenneth D		306.00	1 Transactions	
17 13464 Central Lakes Drug Testing 05- 430- 710- 3190- 6020		100.00	Drug testing/hair follicle - C 07/20/2015 07/20/2015	Court Related Services & Activities
18 05- 430- 710- 3190- 6020		120.00	Drug testing - Court-related s	Court Related Services & Activities

Aitkin County

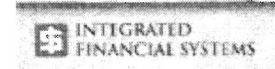


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>
13464 Central Lakes Drug Testing		220.00	07/20/2015 07/27/2015 2 Transactions	
26 12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	08/01/2015 08/31/2015 1 Transactions	Relative Custody Assistance
12191 COOPER/SHIRLIE		87.00		
31 13351 DANIEL MARQUARDSEN THERAPY LLC 05- 430- 745- 3090- 6050		750.00	08/04/2015 08/04/2015 1 Transactions	Pre- Petition Screening/Hearing
13351 DANIEL MARQUARDSEN THERAPY LLC		750.00		
25 12221 ESSENTIA HEALTH 05- 430- 740- 3050- 6020		2,547.00	09/29/2014 09/29/2014 1 Transactions	Child Outpat Assess/Psyc. Testing
12221 ESSENTIA HEALTH		2,547.00		
20 10862 KAZMERZAK, AMANDA 05- 430- 710- 3890- 6057		100.00	07/31/2015 08/02/2015 1 Transactions	Respite Care- Foster Care
10862 KAZMERZAK, AMANDA		100.00		
9 91221 McCormick/John 05- 430- 710- 3820- 6040		335.00	08/01/2015 08/31/2015 1 Transactions	Relative Custody Assistance
91221 McCormick/John		335.00		
6 3646 NORTHERN PINES MH CTR 05- 430- 745- 3030- 6071		487.50	07/01/2015 07/31/2015	Client Outreach - Csp
7 05- 430- 745- 3030- 6071		487.50	08/01/2015 08/31/2015	Client Outreach - Csp
3646 NORTHERN PINES MH CTR		975.00	2 Transactions	
4 10977 NORTHERN PSYCHIATRIC ASSOCIATES 05- 430- 740- 3050- 6020		301.80		Child Outpat Assess/Psyc. Testing

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 Health & Human Services

Aitkin County

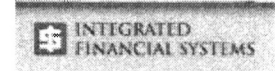


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</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>
35	05- 430- 740- 3050- 6020	663.95	07/10/2015 07/10/2015 Child Outpatient Diagnostic As	Child Outpat Assess/Psyc. Testing
34	05- 430- 740- 3900- 6020	360.00	07/10/2015 07/10/2015 Clinical supervision- Child Rul	Child Rule 79 Case Mgmt
36	05- 430- 745- 3910- 6020	360.00	07/10/2015 07/10/2015 Clinical supervision- Adult Rul	Adult Rule 79 Case Mgmt
10977	NORTHERN PSYCHIATRIC ASSOCIATES	1,685.75	4 Transactions	
37	3639 NORTHLAND COUNSELING CTR INC 05- 430- 730- 3710- 6020	1,950.00	07/02/2015 07/12/2015 Detoxification (Category I)	Detoxification - Grand Rapids
	3639 NORTHLAND COUNSELING CTR INC	1,950.00	1 Transactions	
27	90656 OAK HAVEN FOSTER CARE 05- 430- 740- 3890- 6057	300.00	07/30/2015 08/02/2015 Child Respite Care	Mh Respite - Foster Care
	90656 OAK HAVEN FOSTER CARE	300.00	1 Transactions	
5	90748 Oakridge Homes Sils 05- 430- 750- 3340- 6073	378.45	07/01/2015 07/31/2015 Semi- Independent Living Servic	Semi- Independent Living Serv (Sils)
11	05- 430- 750- 3340- 6073	521.42	07/01/2015 07/31/2015 Semi- Independent Living Servic	Semi- Independent Living Serv (Sils)
15	05- 430- 750- 3340- 6073	151.38	07/01/2015 07/31/2015 Semi- Independent Living Servic	Semi- Independent Living Serv (Sils)
	90748 Oakridge Homes Sils	1,051.25	3 Transactions	
8	12676 OESTREICH/LINDA J 05- 430- 710- 3820- 6040	70.00	08/01/2015 08/31/2015 Relative custody assistance	Relative Custody Assistance
	12676 OESTREICH/LINDA J	70.00	1 Transactions	
38	9360 Redwood Toxicology Laboratory, Inc. 05- 430- 710- 3180- 6020	348.26	07/30/2015 07/30/2015 SOCIAL SERVICE DRUG TESTING SU	Health- Related Services
	9360 Redwood Toxicology Laboratory, Inc.	348.26	1 Transactions	

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 Health & Human Services

Aitkin County

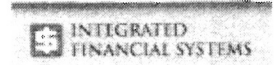


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
23 6146 RS Eden 05- 430- 710- 3190- 6020		52.95	Drug Testing - Court- Related S 07/20/2015 07/20/2015	Court Related Services & Activities
24 6146 RS Eden 05- 430- 710- 3190- 6020		35.00	Drug Testing - Court- Related S 07/27/2015 07/27/2015	Court Related Services & Activities
21 12573 SCHLEIFER/DANI 05- 430- 710- 3820- 6040		27.00	Relative custody assistance 07/01/2015 07/31/2015	Relative Custody Assistance
22 12573 SCHLEIFER/DANI 05- 430- 710- 3820- 6040		27.00	Relative custody assistance 08/01/2015 08/31/2015	Relative Custody Assistance
28 12573 SCHLEIFER/DANI 05- 430- 710- 3820- 6040		8.00	Relative custody assistance 07/01/2015 07/31/2015	Relative Custody Assistance
29 12573 SCHLEIFER/DANI 05- 430- 710- 3820- 6040		8.00	Relative custody assistance 08/01/2015 08/31/2015	Relative Custody Assistance
32 86177 SHERIFF AITKIN COUNTY 05- 430- 720- 3980- 6020		20.00	Day Care Background Check - Li 08/05/2015 08/05/2015	License And Resource Development
16 12214 Shopko Store Operating Co. LLC 05- 430- 710- 3630- 6020		73.60	Household & incentive items fo 07/30/2015 07/30/2015	Family- Based Life Mgmt Skills Services
1 9140 SIMAR/CANDACE 05- 430- 760- 3950- 6020		70.00	Guardianship/conservatorship 07/01/2015 07/31/2015	Guardianship/Conservatorship
10 13607 WARNER/SARA 05- 430- 750- 3350- 6020		371.67	Monthly grant - Family Support 08/01/2015 08/31/2015	Family Support Program
13607 WARNER/SARA		371.67	1 Transactions	

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8/21/15 11:40AM
Health & Human Services

Aitkin County

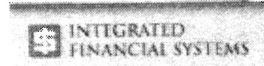


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<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>
Final Total		11,982.08	25 Vendors	38 Transactions

SLMI
8/21/15 11:40AM
Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>
5	11,982.08
All Funds	11,982.08

Name

Health & Human Services

Total

Approved by,
.....
.....

Our Mission

"To **Empower** parents to **Build** holistically healthy, strong families by **Connecting** to community resources."



We Rally Around Parents

Lakes and Pines CAC, Inc.

1700 Maple Avenue East
Mora, MN 55051
Phone: (320) 679-1800 or
1-800-832-6082
Fax: (320) 679-4139
www.lakesandpines.org

Lakes and Pines
and
Aitkin County Family Services
Collaborative



School Readiness can be a difficult time of transition for both the parent and the student. WRAP staff will help support parents with children from ages 0 - 5 as they prepare to go off to school.

Everyone needs support! Let the Family Resource Specialist assist with this transition as your child enters the educational system.

"We rise
by lifting
others."

LET US HELP YOU WITH:

- ✦ Connecting to community resources;
- ✦ Coordination of getting your child school ready;
- ✦ Transportation to get to school appointments;
- ✦ Collaboration with classroom teachers and/or other staff;
- ✦ Providing age-appropriate supportive parenting techniques;
- ✦ Mindful self-care techniques;
- ✦ Fostering positive supports with family and friends;
- ✦ Focusing on healthy living habits to promote health and wellness;
- ✦ Tailoring a future plan to encourage the parent to support the child in the educational system;
- ✦ Developing a person centered plan to address the stigma experienced by a parent who struggles when living with a mental illness.



"It is literally **true** that you can succeed best and quickest by **helping others** to succeed."

~Napoleon Hill

If you have been diagnosed with mental illness you are not alone! You are in the company of greatness:

- Sting
- Kurt Cobain
- Michael Phelps
- Charley Pride
- Van Gogh
- Robin Williams
- Jimi Hendrix
- Abe Lincoln
- Jim Carrey
- Sheryl Crow

Mental illness does not have to be a barrier. Support is available to help break down the stigma associated with mental illness.

"You will face many defeats in your life, but never let yourself be defeated."

~Maya Angelou



Everyone needs Support!

Discharge Planning

Aitkin County Sheriff's Office and
Aitkin County Health & Human Services
Collaboration

Discharge Planning

A **discharge planner** helps assist with your transition back into the community.

Almost all inmates with mental illness or substance abuse disorders will leave jail and return to the same crisis that brought them there *unless* transition planning occurs.

Criteria:

- ✓ **You must be an Aitkin County resident;**
- ✓ **You must be able to identify that you have in the past or are currently struggling with a mental illness such as: depression, anxiety, bipolar, ADHD or schizophrenia.**

If you are interested in meeting with a **discharge planner**, talk to staff at the jail or write a kite requesting a meeting.

What is ahead when you go home?

- Do you have a home to go to? Is it safe for you to return there?
- Do you need help coordinating/attending health appointments? Do you struggle with suicidal thoughts? Do you need support to take medications?
- Do you have a job?
- Do you need help coordinating transportation?
- What kind of positive support systems do you have in your life?
- Is substance abuse an issue in your life? Have you relapsed? Do you need help connecting with groups or treatment services?
- Are your child care needs addressed so you can work, job search and/or attend appointments?
- Would a peer support person be helpful?

Ongoing Support

To help avoid future incarceration, a **discharge planner** can assist you in identifying stressors in your life, what works well for you, and what you need in order to reenter and remain in the community.

The **discharge planner** will continue to support you in the community.

A **discharge planner** can also help you if you have special needs with reading and writing. Please let the worker know if you have culturally sensitive needs.

Together, we can make it **OK**

1 out of every 4 adults **will have** some kind of mental illness in their lifetime. This presentation will help you become more comfortable talking about mental illness, learn about the stigma surrounding mental illness, and what we can do to change attitudes and ultimately, people's lives.

When: Wednesday, September 9th

Time: 3:00 p.m. to 4:00 p.m.

Where: Aitkin County Jail - Library

Speaker: Ann Rivas, Discharge Planner

Discharge planners are available to help you with your transition back into the community. If you are interested in meeting with a discharge planner, talk to jail staff or write a letter requesting a meeting.

Stop the Silence - Make it OK

Strategic Theme: Community Wellbeing and Health

Primary Departments of responsibility: Health and Human Services

Secondary Departments of responsibility: Sheriff's Department, County Attorney

Overview

Values

- We value dignity and respect for the individual, families and our community in all we do.
- We value helping individuals and families to realize their full potential and to build and maintain self-sufficiency to the greatest extent possible
- We value the ability of families and our community to support people in need, and strive to make connections outside of typical governmental channels.
- We value taking pro-active steps to help individuals and families; an ounce of prevention is worth a pound of cure.

OBJECTIVE: ENSURE THE SAFETY OF VULNERABLE INDIVIDUALS IN THE COUNTY

Strategic Theme: Community Wellbeing and Health

Owned by: HHS Director/Child Welfare Supervisor/Adult Services Supervisor

Importance

- Essential function of government and measure of society to provide for protection of those who cannot protect themselves.
- Children who are at risk or grow up in abusive homes have a strong tendency to be higher users of government services in the long term.
- Long term governmental costs can be controlled when we maintain safety of vulnerable members of society.
- The community as a whole is strengthened when the most vulnerable members are supported to lead safe, productive lives.

Intent

- Strive to ensure that vulnerable individuals in the county are physically safe at all times whether at home or in the care of others
- Preserve the financial security of vulnerable individuals.
- Hold the rights and dignity of vulnerable individuals above the rights of their caretakers.
- Promote positive mental well-being to support children/adults living with mental illness.
- Seek to use community and family support structures to keep vulnerable individuals safe and promote permanent living situations.

Measures

- Percent of children with a maltreatment determination who do not experience a repeat maltreatment determination within six months.
- Percent of vulnerable adults with a substantiated or inconclusive maltreatment allegation who do not experience a subsequent substantiated or inconclusive maltreatment allegation within six months.
- Percent of children discharged from out-of-home placement to reunification who were reunified within 12 months.
- Number of adult protection cases investigated
- Number of adult protection cases not investigated but opened to offer adult preservation services.
- Number of participants at trainings in the community to promote mental well being and break down stigma around mental health

Initiatives

TBD

OBJECTIVE: PROVIDE ACCESS TO EDUCATION AND RESOURCES TO IMPROVE THE HEALTH OF INDIVIDUALS AND FAMILIES

Strategic Theme: Community Wellbeing and Health

Owned by: HHS Director/Public Health Supervisor/Financial Services Supervisor

Importance

- A healthy population is an indicator of community stability
- Healthy populations result in lower governmental costs for health care and other governmental service
- Healthy populations have a higher economic potential

Intent

- Strive to ensure that vulnerable individuals in the county are physically safe at all times whether at home or in the care of others
- Preserve the financial security of vulnerable individuals.
- Hold the rights and dignity of vulnerable individuals above the rights of their caretakers.
- Be proactive, to break the cycle of domestic violence and at risk behavior.
- Seek to use community and family support structures to keep vulnerable individuals safe and promote permanent living situations.

Measures

- Percent of health care assistance applicants processed within mandated timelines
- Number of media articles submitted to local newspapers and flyers distributed monthly to designated locations as outlined in the H&HS Media Plan protocol
- Percent of mothers receiving prenatal care in the first trimester
- Number of trainings provided to educate the community about the Adverse Childhood Experiences [ACE's] study
- Number of people reached with the "Make It Ok" or "Question, Persuade and Refer" trainings by a trained presenter
- Number of events held to promote increased participation in physical activity by families as documented for Aitkin's work in the A-I-K CHIP [Aitkin-Itasca-Koochiching Community Health Improvement Plan]

Initiatives

TBD

OBJECTIVE: ADMINISTER FEDERAL, STATE AND LOCAL FINANCIAL SUPPORT PROGRAMS WHILE PROVIDING EDUCATION AND RESOURCES FOR INDIVIDUALS AND FAMILIES

Strategic Theme: Community Wellbeing and Health

Owned by: HHS Director/Financial Services Supervisor/Child Support Supervisor

Importance

- Financial instability can in many times cause other types of instability, by providing a base point for financial well being, many other higher level risks can be avoided

Intent

- Efficiently and effectively administer financial support programs
- Use interactions and communications with low risk individuals and families to offer community based resources, education and other opportunities to help ensure that risks and negative outcomes do not increase because of financial circumstances
- Foster dignity and self-sufficiency while helping individuals and families realize their full economic potential

Measures

- Percent of expedited Supplemental Nutrition Assistance Program (SNAP) applications processed within one business day.
- Percent of SNAP and cash assistance applications processed within mandated timelines.
- Workforce Center Measure of Minnesota Family Investment Program/Diversionsary Work Program Self-Support Index per Work Participation Reports on Deed Self-Support Index emailed to NEMOJT quarterly.
- Percent of open child support cases with an order established.

Initiatives

TBD



OBJECTIVE: PRO-ACTIVELY HELP INDIVIDUALS AND FAMILIES REACH THEIR HIGHEST POSSIBLE POTENTIAL

Strategic Theme: Community Wellbeing and Health

Owned by: HHS Director/Financial Services Supervisor/Public Health Supervisor

Importance

- Being proactive is the greatest cost control opportunity that the county has
- By being proactive the county can intervene at the appropriate level to help ensure that individual or family situations do not devolve

Intent

- Focus on prevention instead of cure and get resources to individuals and families before they have a significant problem
- Use data and analysis of risk signals to determine the best use of available resources to decrease costs and increase positive outcomes
- Intervene and/or offer assistance to at risk individuals and families at the right time to decrease the possibility of negative outcomes

Measures

- Percent of food support applications processed within mandated timelines
- Percent of Medicaid enrolled children with a completed Child and Teen Checkup.
- Percent of Medical Assistance applications processed within mandated timelines.

Initiatives

TBD

Revised: 8-19-15



WIC AGREEMENT— McGregor

THIS AGREEMENT is made and entered into the 1st day of September, 2015 by and between Aitkin County Health and Human Services for the Aitkin County WIC Program, hereinafter referred to as the “Agency” and the McGregor Independent School District #4, M.O.R.E. Building, hereinafter referred to as the “McGregor School”.

IN CONSIDERATION of the mutual promises, agreements, and understanding hereinafter set forth, it is agreed as follows:

1. The McGregor School will provide space within their premises for the Agency to administer the Aitkin County WIC Program for eligible Women, Infants, and Children through WIC Clinics free of charge.
2. The Agency will hold the Clinic at the contracted location once a month.
3. The time and dates of the WIC Clinic will be:

Every third Thursday of the month: 9:00 a.m. – 4:00 p.m.

Any changes in rental fees, times or dates will be negotiated between the Agency and the McGregor School.
4. The McGregor School will provide tables, chairs, heat and light for the Agency to carry out the WIC Clinic. The Agency agrees to leave the premises in the same condition as at the beginning of the Clinic.
5. The McGregor School shall take all necessary steps to maintain and keep the premises in a safe and clean condition. This shall include (a) sidewalks and parking areas cleared of snow and ice and other obstructions; (b) stairways and walkways cleared of clutter and in safe repair; (c) electrical hazards removed from the Department’s area.
6. This agreement shall continue and be binding upon both parties until August 31st, 2016. Termination of this agreement may be made by either party with sixty (60) days written notice of intention to the other party.
7. The Lessor agrees to abide by all Federal and State nondiscrimination legislation to the effect that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, national origin, age, sex, or handicap in regards to the WIC Program.

WIC AGREEMENT-- McGregor School

Aitkin County Health and Human Services

By: _____

Its: Director

Date: _____

McGregor School

By: _____

Its: _____

Date: _____

Aitkin County Board of Commissioners

By: _____

Its: Chairperson

Date: _____

Approved as to form and execution:

By: _____
County Attorney

Date: _____

WIC AGREEMENT—Hill City

THIS AGREEMENT is made and entered into the 1st day of September, 2015 by and between Aitkin County Health and Human Services for the Aitkin County WIC Program, hereinafter referred to as the “Agency” and the Hill City Independent School District #2, 500 Lone Avenue, Hill City, MN 55748, hereinafter referred to as the “Hill City School”.

IN CONSIDERATION of the mutual promises, agreements, and understanding hereinafter set forth, it is agreed as follows:

1. The Hill City School will provide space within their premises for the Agency to administer the Aitkin County WIC Program for eligible Women, Infants, and Children through WIC Clinics free of charge.
2. Agency will hold the Clinic at the contracted location once a month.
3. The time and dates of the WIC Clinic will be:

Every third Tuesday of the month: 9:00 a.m. – 4:00 p.m.

Any changes in rental fees, times or dates will be negotiated between the Agency and the Hill City School.
4. The Hill City School will provide tables, chairs, heat and light for the Agency to carry out the WIC Clinic. The Agency agrees to leave the premises in the same condition as at the beginning of the Clinic.
5. The Hill City School shall take all necessary steps to maintain and keep the premises in a safe and clean condition. This shall include (a) sidewalks and parking areas cleared of snow and ice and other obstructions; (b) stairways and walkways cleared of clutter and in safe repair; (c) electrical hazards removed from the Department’s area.
6. This agreement shall continue and be binding upon both parties until August 31st, 2016. Termination of this agreement may be made by either party with sixty (60) days written notice of intention to the other party.
7. The Lessor agrees to abide by all Federal and State nondiscrimination legislation to the effect that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, national origin, age, sex, or handicap in regards to the WIC Program.

WIC AGREEMENT-- Hill City School

Aitkin County Health and Human Services

By: _____

Its: Director

Date: _____

Hill City School

By: _____

Its: _____

Date: _____

Aitkin County Board of Commissioners

By: _____

Its: Chairperson

Date: _____

Approved as to form and execution:

By: _____
County Attorney

Date: _____

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						1,133,384.45	
CPA and In Lieu						2,591.32	9,400.97
State Revenue	1,939.91	40,539.90	105,579.99	22,407.63	77,415.42	107,442.28	314,926.78
Federal Revenue	74,142.95	239,019.53	228,357.04	105,297.74	244,877.96	203,055.99	85,954.52
Revenue From Third Party	10,836.27	20,079.03	25,971.09	21,408.59	27,152.59	20,038.25	17,468.28
Misc. Revenue	24,781.43	20,058.61	19,601.81	15,277.69	16,245.43	10,730.78	26,321.48
Total:	111,700.56	319,697.07	379,509.93	164,391.65	365,691.40	1,477,243.07	454,072.03
Expenditures:							
Payments to Recipients	108,337.55	151,614.51	121,965.73	190,417.54	118,409.50	136,146.50	156,682.83
Salaries and Fringes	346,067.82	301,340.14	304,812.06	315,453.61	434,268.87	315,075.06	325,829.96
Services, Charges and Fees	34,946.78	31,070.50	24,034.29	28,148.57	30,348.07	16,650.61	37,554.58
Travel and Insurance	46,931.08	3,721.12	6,403.80	6,475.62	5,068.18	3,584.84	4,493.19
Supplies and Small Equipment	2,089.92	3,019.98	2,988.67	13,267.81	8,759.37	3,835.32	5,663.26
Capital Outlay	-	-	-	-	735.63	4,155.77	2,098.22
Misc Expense, Pass Thru	3,564.28	36,736.35	5,999.28	35,049.48	4,801.98	8,047.75	26,018.20
Total:	541,937.43	527,502.60	466,203.83	588,812.63	602,391.60	487,495.85	558,340.24
Final Totals:	(430,236.87)	(207,805.53)	(86,693.90)	(424,420.98)	(236,700.20)	989,747.22	(104,268.21)

Cash Balance as of 08/2014
5,092,724.01

Cash Balance as of 08/2015
4,130,721.06

	Actual Aug-15	Actual Sep-15	Actual Oct-15	Actual Nov-15	Actual Dec-15
Income:					
Tax Levy					
CPA and In Lieu					
State Revenue					
Federal Revenue	(4,597.93)				
Revenue From Third Party					
Misc. Revenue	4,081.85				
Total:	(516.08)	-	-	-	-
Expenditures:					
Payments to Recipients	70,447.40				
Salaries and Fringes	295,002.97				
Services and Charges	19,356.61				
Travel and Insurance	2,464.24				
Office Supplies	4,267.81				
Capital Outlay	301.91				
Misc Expense & Pass Thru	11,924.50				
Total:	403,765.44	-	-	-	-
Final Totals:	(404,281.52)	-	-	-	-

	YTD 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008	ACTUAL 2007	ACTUAL 2006
Income:										
Tax Levy	1,133,384.45	1,888,236.54	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73	2,409,856.71	2,303,196.53	1,817,723.90
CPA and In Lieu	11,992.29	270,042.48	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53	389,866.09	312,877.69
State Revenue	670,251.91	881,136.72	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64	790,366.43	905,921.06
Federal Revenue	1,176,107.80	2,168,615.65	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42	2,031,189.00	2,013,560.50	1,993,226.16
Revenue From Third Party	142,954.10	207,345.61	216,749.43	204,217.36	163,265.77	126,077.60	-	-	-	-
Misc. Revenue	137,099.08	315,012.26	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74	568,060.27	484,763.05
Total:	3,271,789.63	5,730,389.26	6,184,048.92	6,117,765.60	6,049,342.18	6,073,507.57	6,136,847.65	6,289,542.62	6,065,049.82	5,514,511.86
Expenditures:										
Payments to Recipients	1,054,021.56	1,635,620.50	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01	1,729,049.89	1,827,333.49	1,858,630.93
Salaries and Fringes	2,637,850.49	3,664,934.15	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47	3,300,291.25	3,091,358.49	2,911,440.42
Services and Charges	222,110.01	336,723.19	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72	271,589.87	281,345.91
Travel and Insurance	79,142.07	143,562.07	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88	91,625.96	96,293.29
Office Supplies	43,892.14	73,198.58	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17	63,677.05	65,267.30
Capital Outlay	7,291.53	31,266.36	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07	24,380.79	40,048.96
Misc Expense & Pass Thru	132,141.82	180,413.58	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22	148,157.71	145,866.15
Total:	4,176,449.62	6,065,718.43	5,654,467.96	5,929,317.85	5,881,836.60	6,074,624.26	6,161,619.70	5,731,516.20	5,518,123.36	5,398,892.96
Final Totals:	(904,659.99)	(335,329.17)	529,580.96	188,447.75	167,505.58	(1,116.69)	(24,772.05)	558,026.42	546,926.46	115,618.90

AITKIN COUNTY FOSTER CARE

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

	2010	2011	2012	2013	2014	2015		
JAN	\$73,496.04	\$78,312.32	\$59,278.73	\$52,334.43	\$38,575.68	\$23,366.04		
FEB	\$82,467.05	\$82,982.51	\$78,783.86	\$50,122.31	\$35,579.24	\$79,173.07		
MARCH	\$75,000.60	\$61,384.45	\$89,386.88	\$44,070.76	\$24,095.99	\$65,772.03		
APRIL	\$79,548.43	\$69,570.36	\$101,195.78	\$52,651.49	\$71,994.81	\$61,777.07		
MAY	\$77,811.48	\$73,398.62	\$70,140.91	\$49,124.55	\$42,970.74	\$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	\$42,002.03		
AUG	\$97,571.86	\$77,971.22	\$67,386.62	\$50,216.24	\$48,392.38	\$43,259.96		
SEPT	\$70,427.32	\$65,924.31	\$66,615.87	\$51,396.77	\$85,339.33			
OCT	\$89,100.75	\$83,971.03	\$45,407.15	\$47,334.14	\$44,448.43			
NOV	\$76,359.06	\$78,148.23	\$45,889.63	\$38,819.46	\$65,747.77			
DEC	\$75,599.03	\$58,313.77	\$43,359.27	\$44,200.11	\$49,814.80			
TOTAL	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$628,754.70	\$416,520.16	\$0.00	\$0.00
CHILDREN	57	56	49	50	53			
	\$970,887.85	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	\$37,760.43	(\$212,234.54)		
	Increase	Decrease	Decrease	Decrease	Increase			
	from 2009	from 2010	from 2011	from 2012	from 2013			

2013 Foster Care Breakdown

Child Shelter	\$4,194.22
Treatment Foster	\$79,138.00
Child Foster Care	\$ 252,908.55
Rule 8 FC	\$7,305.55
Corrections	\$ 188,405.85
Electronic Monitor	\$2,904.00
Rule 5	\$58,405.55
Respite	\$2,358.48
Child Care	\$718.00
Health Services	\$110.87
Transportation	<u>\$14,128.68</u>
Total	\$610,577.75

2014 Foster Care Breakdown

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

2015 Foster Care Breakdown Year to Date

Child Shelter	\$59.36
Treatment Foster	\$18,948.16
Child Foster Care	\$ 146,252.08
Rule 8 FC	\$18,723.86
Corrections	\$ 122,220.15
Extended FC	
Rule 5	\$105,433.45
Respite	\$2,164.94
Child Care	\$1,932.00
Health Services	\$418.93
Transportation	<u>\$5,770.74</u>
Total	\$421,923.67

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	\$60,673.00	**4th Qtr not included
Rule 5	\$16,683.82	
Recoveries	\$65,771.13	
Total	\$143,127.95	

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.

Recoveries may be collected long after child has left placement.

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

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

Recoveries may be collected long after child has left placement.

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

2010 Foster Care Breakdown

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

2011 Foster Care Breakdown

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

2012 Foster Care Breakdown

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

2013 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$4,194.22	\$2,816.72	\$1,377.50	\$0.00
Treatment Foster	\$79,138.00	\$79,138.00	\$0.00	\$0.00
Child Foster Care	\$252,908.55	\$241,526.46	\$0.00	\$11,382.09
Rule 8 FC	\$7,305.55	\$0.00	\$0.00	\$7,305.55
Corrections	\$188,405.85	\$24,953.28	\$142,441.58	\$21,010.99
Electronic Monitoring	\$2,904.00	\$2,596.00	\$308.00	\$0.00
Rule 5	\$58,405.55	\$21,834.76	\$0.00	\$36,570.79
Respite	\$2,358.48	\$2,258.48	\$0.00	\$100.00
Child Care	\$718.00	\$718.00	\$0.00	\$0.00
Health Services	\$110.87	\$110.87	\$0.00	\$0.00
Transportation	\$14,128.68	\$14,128.68	\$0.00	\$0.00
Total	\$610,577.75	\$390,081.25	\$144,127.08	\$76,369.42
Total	\$610,577.75			

2014 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$1,968.00	\$0.00	\$1,968.00	\$0.00
Treatment Foster	\$35,417.88	\$35,417.88	\$0.00	\$0.00
Child Foster Care	\$185,255.82	\$158,688.03	\$1,998.00	\$24,569.79
Rule 8 FC	\$987.57	\$99.57	\$0.00	\$888.00
Corrections	\$360,963.39	\$0.00	\$292,192.98	\$68,770.41
Extended Foster Care	\$100.00	\$100.00	\$0.00	\$0.00
Rule 5	\$119,466.26	\$119,466.26	\$0.00	\$0.00
Respite	\$918.50	\$918.50	\$0.00	\$0.00
Child Care	\$591.50	\$591.50	\$0.00	\$0.00
Health Services	\$2,606.51	\$2,606.51	\$0.00	\$0.00
Transportation	\$9,790.44	\$9,790.44	\$0.00	\$0.00
Total	\$718,065.87	\$327,678.69	\$296,158.98	\$94,228.20
Total	\$718,065.87			

2015 Foster Care Breakdown Year to Date

	Total	Social Service	Corrections	ICWA
Child Shelter	\$59.36	\$59.36	\$0.00	\$0.00
Treatment Foster	\$18,948.16	\$18,948.16	\$0.00	\$0.00
Child Foster Care	\$146,252.08	\$100,684.24	\$8,442.80	\$37,125.04
Rule 8 FC	\$18,723.86	\$18,723.86	\$0.00	\$0.00
Corrections	\$122,220.15	\$0.00	\$96,237.79	\$25,982.36
Extended Foster Care	\$0.00	\$0.00	\$0.00	\$0.00
Rule 5	\$105,433.45	\$78,246.20	\$0.00	\$27,187.25
Respite	\$2,164.94	\$2,164.94	\$0.00	\$0.00
Child Care	\$1,932.00	\$1,932.00	\$0.00	\$0.00
Health Services	\$418.93	\$418.93	\$0.00	\$0.00
Transportation	\$5,770.74	\$5,770.74	\$0.00	\$0.00
Total	\$421,923.67	\$226,948.43	\$104,680.59	\$90,294.65
Total	\$421,923.67			

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
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	55	13	12	80	\$148.01
JULY	46	1	10	57	\$165.48
AUGUST					\$158.15

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

**AITKIN-ITASCA-KOOCHICHING
COMMUNITY HEALTH BOARD
MEETING MINUTES
August 13, 2015**

Grand Rapids, MN
Itasca Resource Center

Members Present

Betsy Johnson, Itasca County
Lester Kachinske, Itasca County Representative
Brian McBride, Koochiching County Commissioner
Laurie Westerlund, Aitkin County Commissioner
Ihleen Williams, Aitkin County Representative

Members Absent

Leo Trunt, Itasca Board

Others Present

Derek Foss, Public Health Supervisor
Terry Murray, PHHS Director @ Koochiching
Erin Melz, Public Health Supervisor @ Aitkin
Janelle Schroeder, MDH Regional PHN Consultant

Staff Present

Kelly Chandler, CHS Administrator
Ben Kofoed, CHS Public Health Planner

Call to Order

Brian McBride called the meeting to order at 10:09. Introductions of Ben Kofoed and Derek Foss.

Approval of Agenda

Betsy Johnson suggested that we might require Board approval of reimbursing expenses incurred at CHS Conference – agenda amended as such. **Betsy Johnson moved; seconded by Ihleen Williams; motion carries.**

Approval of Past Meeting Minutes

Reviewed minutes of past four meetings (May 13, June 11, June 18, July 8)

Ihleen Williams moves to approve minutes; seconded by Laurie Westerlund; motion carries.

Financial Reports

Discussion held regarding what the Board finds helpful in financial documents provided by Ben Kofoed. Betsy Johnson suggests the written report includes no numbers – simply narrative discussion on progress and how our spending measures up against budgeted expectations.

Lester finds it helpful to see little summary explaining what each grant is and how it's spent.

Lester Kachinske moves to approve financial reports; seconded by Betsy Johnson; motion carries.

Discussion of per diems on board expense reports. **Lester Kachinske moves to approve *per diems*; seconded by Ihleen Williams; motion carries.**

Local Public Health Grant Increase

Kelly asks about changing the funding. Suggested that extra funding goes to locals.

Lester would like to see how these formula works. Janelle clarified that TANF formula is different than Title V. We should discuss this with Deb burns and Dee Finlay – they will be at Pitch the Commissioner, we could discuss how these formulas work. Likely will be discussed in December for 2016 Budget formation.

Ihleen Williams moves to distribute additional funding according to existing formula; seconded by Lester Kachinske; motion carries.

CHS Conference

October 7-9. Who will attend?

Betsy (SCHAC pays her way to the conference, CHB pays her way home), Laurie, Ihleen (will drive back and forth – won't stay at the resort. Will be there lunch Thursday and Friday), Lester, and Brian – aside from Ihleen, everyone will be getting a room/meal package for the whole time. Leo will not be attending.

It will be room, mileage, and per diem. Ben will register the Board Members. Bring expense sheets to the conference.

Betsy Johnson moves to approve room, mileage and per diem expenses for board members attending CHS Conference; seconded by Lester Kachinske; motion carries.

Pitch the Commissioner

August 27th. Kelly said we want as many Board members to attend as possible. Do we want Board members to get comped a meal and per diem?

Lester Kachinske moves to reimburse per diem, mileage, and lunch for Board members attending the Commissioner event on Thursday the 27th; seconded by Betsy Johnson; motion carries.

Board will get together for lunch after the event. Leonard's 1:00pm. ~10 people. Eric and Leo will not be there.

Next Meeting Date

Kelly Chandler asks whether we want to try to meet during CHS.

We will meet the *Thursday, the 15th of October at 10:00AM in International Falls*. Ihleen will be there, Laurie will not.

Betsy Johnson requested a SHIP/Community Wellness Grant Presentation on what's happening in region (in October). Reps from Healthy Northland will come to I Falls to present on these efforts. The Board will conduct a budget education meeting in December with MDH representatives.

DHS Form Discussion

Have been finished prior to meeting. No discussion here.

CHIP, QI, Strategic Plan

Lester recommended an update of CHIP goals and things progress every ~6 months. Maybe the first big update would be in December (would have updates in June and December).

Janelle discussed the reasons for interest in regular review processes from MDH. Ben and Amy will work closely together on CHIP and Strategic Planning and QI things will be Ben's.

Looking for Board Members to participate on the QI Council (need at least one rep for each county). How frequent will this Council need to meet? Betsy was supportive of this idea.

Local Public Health Association (LPHA) Report

LPHA – working on updating the State and Federal legislative platforms. Kelly's groups were mental health and family home visiting.

SHIP was zeroed out as bargaining tool, but funding restored. In future, how do we market SHIP to avoid this sort of politicization? There is a need to get public health on the governor's radar.

Tom Burk had called Lester – highlighting that recruiting public health nurses is difficult in rural Minnesota. How should commissioners deal with the shortage of public health nurses? Janelle said that Public Health Nurses were added to the loan forgiveness program. Kelly proposed we should be marketing at colleges/nursing schools. Would it be legal for Koochiching to advertise “may qualify for rural medically underserved loan forgiveness program?”

State CHS Advisory Committee (SCHSAC) Report

Betsy distributed SCHSAC Report. Ben can perhaps attend these meetings.

Laurie Westerlund moves to approve report; seconded by Lester Kachinske; motion carries.

Public Health Reports

Erin reported on Aitkin (see attached).

Kelly reported on Itasca.

E-cig proposals – Board requested that Kelly come back with ordinance language.
Presenting on MIIC situation in state and CHB.

Terry gave update for Koochiching.

- breastfeeding room at the public health department has been completed (SHIP)
- family social services provider – integrating that position with public health
- trying to link up adult/children's mental health between public health and social services
- County transportation department looking at expanding a bike path – they're encountering some resistance from landowners

Lester Kachinske moves to adjourn meeting; seconded by Betsy Johnson; motion carries. Meeting Adjourned.

AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

IX. – A.

Wednesday, August 5, 2015

Committee Members Present: Marlene Abear
Holly Bray
Jim Carlson
Diane Eastman, AFSCME Union Rep.
Roberta Elvecrog
Kami Genz, CMCC
Joy Janzen
Julie Anne Larkin
Kristine Layne, Riverwood HealthCare
Bob Marcum
Jessica Seibert, HRA
Commissioner Laurie Westerlund
Commissioner Anne Marcotte

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

Guests: Joel Hoppe

Absent: Gayle Janzen
Bev Mensing, Red Cross
Katie Nelson, Riverwood Foundation
Amanda Voller, Workforce Center

I. Approval of Agenda

Motion by Roberta Elvecrog, seconded by Jim Carlson, and carried, the vote was to approve the Agenda with the following changes: III. Good Foods Assessment Results will be postponed and replaced by Budget Update, Kathy Ryan and MA (Medical Assistance) Discussion, Tom Burke. Additions to VII. Miscellaneous Discussion to include: B. Community Meal; C. Bob Marcum Interjections; D. September Advisory Committee Meeting.

Committee Members and HHS Staff Introductions were made for Julie Anne Larkin.

II. Approval of Minutes of the June 3, 2015 Meeting

Motion by Roberta Elvecrog, seconded by Commissioner Westerlund, and carried, the vote was to approve the Minutes of the June 3, 2015 meeting as presented.

III. ~~Good Foods Assessment Results~~ — ~~Stacey Durgin~~ *(Please keep the PowerPoint Handout that was included in the August packet for the October meeting.)*

Budget Update – Kathy Ryan, Fiscal Supervisor, discussed some specific areas of the proposed 2016 Budget which included:

- The Partnership with Lakes & Pines for the Family Resource Specialist position to assist parents with 0-5 year olds.
- Funds from Health Partners for Family Home Visiting/Circles of Security training in 2016.
- Poor Relief – MI committed to the State Hospital costs are rising.
- Increase to Cost Effective Health Insurance and MA Access (includes mileage, meals and hotel stays related to medical appointments).
- We have received approval to add a Child Protection worker to our staff based on the Governor's Task Recommendations and new legislation. We have received \$60,000 for one FTE and based on performance we could earn an additional \$15,000 in February of 2016. Funding is scheduled for two years although that can change.

Kathy noted the countywide budget will go to board the last week in August and the final in December.

MA (Medical Assistance) – Tom Burke discussed the re-procurement process for MA (Medical Assistance) and MNCare. The region asked questions of the health plans and based on their answers, the recommendations were made for one or two to be the service providers. The change from one provider to another potentially affects 3,100 people in Aitkin County which means we will need to send out new PCNL's which is Primary Care Network Listing books. Disenrollment notices are sent out by the State and consumers will need to pick a new provider and staff will have to enter all the new information. Even though the Open Enrollment begins in October of 2015, the staff cannot begin entering the data until approximately December 10th allowing them 21 days as the effective date for completion is January 1, 2016. According to Governor Dayton, the State will save \$650 million although it is a cost for the counties to do all the work.

IV. **Task Force Reports/Updates:**

- A. **Corrections** - Kami Genz/Roberta Elvecrog met to finalize the separation from the Lakes Area Restorative Justice Program and moving forward as the Aitkin County Restorative Justice Program through CMCC (Central Minnesota Community Corrections) here is Aitkin.
- B. **Public Health** – Bob Marcum / Kristine Layne noted she and Bob Marcum, Holly Bray, and Julie Anne Larken met with Erin Melz today and discussed MNChoices being one comprehensive assessment/screening tool. They also discussed staffing in Public Health and the fact there has been a PHN position open for a year while there have been three sets of interviews with five candidates rejecting the offers due to the low pay being offered. Kristine understood that for several years the HHS wages were frozen which causes a pay compression for staff and in her experience this causes poor morale, staff leave, younger folks are hired at higher pay with less experience and the learning curve for the position is 6 to 12 months resulting in lower productivity. Kristine is advocating a meeting with the Commissioners on the Personnel Committee (Wedel and Marcotte) to discuss a Market Adjustment.
- 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 – They have not met recently.

- V. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – Referred back to Kathy's update earlier in this meeting.

VI. Comments:

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

No comments at this time.

B. Feedback from the Board Meetings

1. **June 23, 2015 – Holly Bray & Roberta Elvecrog** – Discussed the Support Within Reach presentation at the Board Meeting.
2. **July 28, 2015 – Holly Bray & Roberta Elvecrog**- Discussed the new positions needed in the Agency and the CHS Joint Powers Agreement approved at the Board Meeting.

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

AUGUST 25	Bob Marcum	Roberta Elvecrog	SEPTEMBER 22	Jessica Seibert	Marlene Abear
OCTOBER 27	Jim Carlson	Amanda Voller	NOVEMBER 24	Bob Marcum	Julie Ann Larkin
DECEMBER 22	Holly Bray	_____			

VII. Miscellaneous Discussion

A. Topics for Presentations beginning in September (See chart & breakdown list)

1. September – Meeting is Canceled
2. October – Reschedule Good Foods Assessment Results – Stacey Durgin
3. Budget Update – Kathy Ryan (Introduce Financial Workers to Committee)

B. Community Meal at First Lutheran Church on Monday, September 28th- The list was circulated to the committee members with the need for two people to arrive at 3:30 to begin the meal preparation and five people to arrive at 4:30 to help set-up, serve, and clean-up. It was also noted there is the need to have food items donated such as five people to each bring a pan of bars, one person to bring eight dozen buns, one person to bring 2 gallons of milk, and one person to bring sliced ham for the sandwiches.

C. Injections from Bob Marcum – who asked if folks had gone to the website he e-mailed out and signed up in order to be able to comment on three different areas and share their thoughts. Bob also discussed the American Indian relations noting there was no representation on this committee

D. September Advisory Committee Meeting – Motion by Jessica Seibert, seconded by Roberta Elvecrog, and carried, the vote was to cancel the September meeting due to a conflict with the time and meeting room which will be in use for a Retirement Open House for Sue Tange.

VIII. Adjourn

Motion by Jessica Seibert, seconded by Bob Marcum, and carried; the vote was to adjourn the meeting at 4:27 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 June 3, 2015, Advisory Committee Meeting
- Copy of the June 23, 2015, Health & Human Services Board Meeting Minutes
- Draft Copy of July 28, 2015, Health & Human Services Board Meeting Minutes
- Good Foods Assessment Results PowerPoint Slides
- List of Topics for Discussion/Presentations for 2015-2016
- Breakdown of Health & Human Services by Topics for Presentations