

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
December 22, 2015**

**I. Attendance**

The Aitkin County Board of Commissioners met this 22nd day of December, 2015, at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Ann Marcotte, Brian Napstad, Don Niemi and Laurie Westerlund; and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Jessi Schultz & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Ruth Sundermeyer, Support & Collections Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, and Julie Ann Larkin, H&HS Advisory Committee Member; Tom Mayfield, National HealthCare Capital; and Dennis Kohlgraff, citizen.

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

*Motion by Commissioner Niemi, seconded by Commissioner Marcotte, and carried; the vote was to approve the Agenda with the addition of V. - C. "Stepping Up" National Summit.*

**III. Review November 24, 2015 Health & Human Service Board Minutes**

*Motion by Commissioner Napstad, seconded by Commissioner Marcotte, and carried; the vote was to approve the Minutes of the November 24, 2015 Health & Human Services Board Meeting.*

**IV. Review Bills**

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

**V. General/Miscellaneous Information**

A. **Approve appointment of new applicants** to the Health & Human Services Advisory Committee as follows:

1. Carol Holton - McGregor – Comm. Dist. #4

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

1. Carol Holton - McGregor – Comm. Dist. #4

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

1. Joy Janzen - Aitkin - Comm. Dist. #2
2. Kristine Layne – Aitkin - Comm. Dist. #1

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

1. Joy Janzen - Aitkin - Comm. Dist. #2
2. Kristine Layne – Aitkin - Comm. Dist. #1

C. "Stepping Up" National Summit has approved of up to five staff members attending the upcoming summit April 17-19, 2016 in Washington, D.C. with expenses fully reimbursed. This is a Mental Health Initiative focus across the nation to determine Best Practices and Common Practices sponsored in part by the American Psychiatric and NACO. Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, to allow Tom Burke to proceed with the process of arranging for five people to attend the upcoming National Summit in Washington, D.C. on April 17-19, 2016.

## VI. Contracts/Agreements

### A. **Ambulance Service Contracts** for the period January 1, 2016 thru December 31, 2016:

1. Meds-1 Ambulance Service, Grand Rapids
2. Mille Lacs Health System, Onamia
3. McGregor Area Ambulance Service, McGregor
4. North Memorial Medical Transportation, Brainerd

*Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the **Ambulance Service Contracts** for the period January 1, 2016 thru December 31, 2016:*

1. *Meds-1 Ambulance Service, Grand Rapids*
2. *Mille Lacs Health System, Onamia*
3. *McGregor Area Ambulance Service, McGregor*
4. *North Memorial Medical Transportation, Brainerd*

### B. **Purchase of Service Agreements** for the period January 1, 2016 to December 31, 2016 between ACHHS and:

1. New Pathways, Inc, Brainerd
2. Compass Counseling Partners, Nisswa
3. Northern Psychiatric Associates, Baxter
4. George Tetreault, MA, LP, Baxter
5. CORE Professional Services, Brainerd
8. Nystrom & Associates, Baxter

*Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the following Purchase of Service Agreements for Clinical Services for the period January 1, 2016 to December 31, 2016 between ACHHS and:*

1. New Pathways, Inc, Brainerd
2. Compass Counseling Partners, Nisswa
3. Northern Psychiatric Associates, Baxter
4. George Tetreault, MA, LP, Baxter
5. CORE Professional Services, Brainerd
8. Nystrom & Associates, Baxter

*Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the following MFIP Purchase of Service Agreements for the period January 1, 2016 to December 31, 2016:*

6. Arrowhead Economic Opportunity Agency (AEOA) Virginia
7. Northeast Minnesota Office of Job Training (NEMOJT) Virginia

### C. **Agreement** between ACHHS and Northland Counseling Center, Inc., for Detoxification Services for the period January 1, 2016 through December 31, 2016.

*Motion by Commissioner Marcotte, seconded by Commissioner Westerlund, and carried; the vote was to approve the **Agreement** between ACHHS and Northland Counseling Center, Inc., for Detoxification Services for the period January 1, 2016 through December 31, 2016.*

### D. **WIC Agreements** - Malmo between ACHHS and the Bethesda Lutheran Church of Malmo for the period January 1, 2016 to December 31, 2016.

*Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the **WIC Agreements** - Malmo between ACHHS and the Bethesda Lutheran Church of Malmo for the period January 1, 2016 to December 31, 2016.*

### E. **HealthPartners Participating Provider Agreement** effective January 1, 2016.

*Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the **HealthPartners Participating Provider Agreement** effective January 1, 2016.*

**VIII. FYI**

- A. Tentative 2016 Health & Human Services Board Meeting Dates

**IX. Administrative Reports:**

- A. Financial & Transportation Reports - Kathleen Ryan - Reviewed and discussed each report.

**X. Joint Powers Board Reports:**

- A. Tri-County Community Health Services Board (CHS)  
Commissioner Westerlund / Erin Melz / Tom Burke  
December 10, 2015 Meeting Minutes - Erin Melz discussed the MDH fiscal updates regarding grants. Tom Burke noted the nursing issues with respect to training and the shortage of nurses.

**XI. Committee Reports from Commissioners**

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte  
Committee Members attending today: Julie Anne Larkin & Roberta Elvecrog  
December 2nd meeting minutes. - Roberta Elvecrog noted the Child Support Presentation by Ruth Sundermeyer along with updates on Operation Christmas and Salvation Army. Julie Anne Larkin expressed her appreciation as a newly appointed member of the Advisory Committee and noted her willingness and that of other members to serve if opportunities arise where their involvement could be utilized.
- B. AEOA Committee Update – Commissioner Westerlund - Was unable to attend recent meeting.
- C. NEMOJT Committee Update – Commissioner Napstad - Discussed the DEED grant of \$250,000 in Itasca County for training, transportation, housing to break down the barriers for employment. He discussed that need for the training in order to have qualified, educated people apply for positions and noted that Itasca County is addressing these issues with their MFIP programs. He also discussed the mining issues for laid off employees to get extended unemployment benefits by participating in re-training again to provide trained and well educated people for employment.
- D. CJI (Children’s Justice Initiative) – Commissioner Westerlund was unable to attend. Jessi Schultz noted that there are upcoming changes with confidential form since much more of the child protection area is public information. She also noted the concerns of the replacement judges with respect to Courthouse and Courtroom safety in Aitkin County.
- E. Lakes & Pines Update – Commissioner Niemi noted there was no meeting.
- F. Tom Burke noted that Representative Lueck and others representing the MN House and Senate will be meeting at the Aitkin Public Library on Wednesday, January 13, 2016 from 2 - 4 p.m. to discuss MNSURE. Others participating in the meeting will be folks from Carlton and Crow Wing Counties and Riverwood HealthCare Center.

**XII. Break at 10:07 a.m. for 15 minutes**

**Next Meeting – January 26, 2016**

