

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
May 24, 2016**

**I. Attendance**

The Aitkin County Board of Commissioners met this 24th day of May, 2016, at 9:05 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 Director Tom Burke; H&HS Staff Members Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Kathy Ryan, Fiscal Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog & Carole Holten, H&HS Advisory Committee Members; and Bob Harwarth and Bill Pratt, Citizens.

**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 26, 2016 Health & Human Service Board Minutes**

*Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the Minutes of the April 26, 2016 Health & Human Services Board Meeting.*

**IV. Review Bills**

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

**V. General/Miscellaneous Information**

**A. Legislative Updates** - Tom Burke began by introducing Heather Overn who is our new Social Service Supervisor in the Adult Services area. Then Tom reviewed the topics covered in the MACSSA Legislative Update handout, both positives and negatives as well as cost shifts. He also discussed the transportation bill that did not pass from the standpoint of jobs/hotels/food and that impact on the communities.

**VI. FYI**

**A. USDA Newsletter Features Rippleside Elementary's Program** - Tom Burke noted our Farm to School Program at Rippleside Elementary in Aitkin and the Hill City School was recognized & promoted.

**B. Northland Regional Flood Recovery of June 2012** - Tom Burke noted this is the final report following the three year grant project which is now over for the Commissioners to see.

**VII. Contracts/Agreements**

**A. Facilities Use Agreement -Pine Technical & Community College for the period July 1, 2016 through June 30, 2017 for Early Childhood classes/training for Child Care Aware of Minnesota Northeast.** *Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve and authorize the Board Chair to sign the Facilities Use Agreement -Pine Technical & Community College for the period July 1, 2016 through June 30, 2017 for Early Childhood classes/training for Child Care Aware of Minnesota Northeast*

**VIII. Administrative Reports:**

- A. Financial & Transportation Reports** - Kathleen Ryan asked the Commissioners if they wanted to continue receiving the Transportation Report on a monthly basis or would prefer to have it annually along with a graph of the high and low months. The consensus was the annual report and graph. Kathy also answered additional questions pertaining to the Financial and Foster Care Reports.

**IX. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte  
Committee Members attending today: Carole Holten  
Draft Copy of the May 4th meeting minutes. Carole noted that she is new to the committee and in the learning process. Commissioner Westerlund discussed the Riverwood presentation about their new "Bedside Rounding" approach to patient care and also that Riverwood is up and running with the Excellian Program which is a new system of electronic health record management allowing other hospitals with the same program to access patient files in their facility if permitted by the patient.
- B. AEOA Committee Update** – Commissioner Westerlund noted they will meet next week.
- C. NEMOJT Committee Update** – Commissioner Napstad noted they have not met since his last report. He discussed some other topics discussed at that meeting. Commissioner Napstad requested an update from the Aitkin Workforce Center with respect to what clients they are trying to serve. Jessica Goble will contact the staff at the Workforce Center to schedule them at the June Board meeting.
- D. CJI (Children's Justice Initiative)** – Commissioner Westerlund did not attend the most recent meeting but Jessi Schultz noted the Judge was not present so it was a short meeting.
- E. Lakes & Pines Update** – Commissioner Niemi noted they met and discussed the Home Visiting program will be stopped and they are moving towards Center based (HeadStart) model. He also noted there will be transportation issues and he will be pursuing additional issues with switching from Home Visiting to Center-based program.

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

**Next Meeting – June 28, 2016**