

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
November 22, 2016**

I. Attendance

The Aitkin County Board of Commissioners met this 22nd day of November, 2016, at 9:05 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Anne Marcotte, Don Niemi and Laurie Westerlund, and others present included: Interim County Administrator Patrick Wussow; H&HS Staff Kathy Ryan, Fiscal Supervisor; Jessi Goble, Financial Services Supervisor; Jessi Schultz, Social Service Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Joy Janzen and Roberta Elvecrog, H&HS Advisory Committee Members; Bill Pratt, Bob Harwarth, and Mike Hagen, Citizens.

II. Approval of Health & Human Services Board Agenda

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

III. Review October 25, 2016 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Minutes of the October 25, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Preliminary Request for Out-of-State travel in the spring of 2017 for Liz Short while serving as the WIC Advisory Group Chair to attend the Annual NWA (National WIC Association) Conference tentatively to be held in Philadelphia. *Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried, the vote was to approve the Preliminary Request for Out-of-State travel in the spring of 2017 for Liz Short while serving as the WIC Advisory Group Chair to attend the Annual NWA (National WIC Association) Conference tentatively to be held in Philadelphia.*

VI. Contracts/Agreements

A. WIC Agreement - Malmo Bethesda Lutheran Church and ACH&HS to provide space to administer the WIC program for the period January 1, 2017 through December 31, 2017. *Motion by Commissioner Marcotte, seconded by Commissioner Westerlund, and carried; the vote was to approve the WIC Agreement - Malmo Bethesda Lutheran Church and ACH&HS to provide space to administer the WIC program for the period January 1, 2017 through December 31, 2017.*

B. Service Agreement & Purchase of Service Agreement between Lakes & Pine CAC and Aitkin County H&HS to purchase Family Resource Specialist Services for the period December 1, 2016 to December 31, 2017. *Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve the Service Agreement & Purchase of Service Agreement between Lakes & Pine CAC and Aitkin County H&HS to purchase Family Resource Specialist Services for the period December 1, 2016 to December 31, 2017.*

VII. Administrative Reports:

- A. **Financial Reports** - Kathleen Ryan reviewed the Financial Report and then noted that we will not have the second half of the tax levy until December. We are right on track with the budget.

VIII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Committee Members attending today Roberta Elvecrog & Joy Janzen. Draft Copy of the November 2nd meeting minutes included in packet. Joy Janzen noted the members will be discussing the Committee Responsibilities at the December meeting. It was also noted that Cassie Conn gave a presentation on the WRAP Program.
- B. **AEOA Committee Update** – Commissioner Westerlund reported that she has already discussed the last AEOA meeting which was their Annual Meeting.
- C. **NEMOJT Committee Update** – Commissioner Napstad noted there has not been a meeting.
- D. **CJI (Children’s Justice Initiative)** – Commissioner Westerlund / Jessi Schultz noted that they had a very short CJI meeting and focused on a farewell party for Judge Solien's retirement.
- E. **Lakes & Pines Update** – Commissioner Niemi noted they met yesterday and received a presentation on HeadStart. Additional discussion pertaining to funds for the heating assistance, that 75% of what was spent last year will be awarded this year, that Lakes & Pines applications are on the website and folks will need their last 3 months of income/assets and it is on a first come first serve basis. The actual amount awarded is unknown at this time. The cold weather rules applies from October 15 through April 15 for Natural Gas.

Additional topics discussed at this meeting included:

Commissioner Marcotte gave a "Community Garden Brochure" to Erin Melz to share with the new Public Health Educator, Hannah Colby.

Commissioner Niemi discussed the Lakes & Pines Solar Gardens Presentation.

An extended conversation relative to Joy Janzen's history with the county and various projects.

A discussion relative to the AMC Political Lobbying Agenda included:

- 1) Anoka
- 2) Pay for all out of home placements, not just ICWA
- 3) METS System (MNSURE) Healthcare Programs will be discussed next week in Carlton County at a meeting Jessica Goble will be attending.

IX. Break at 10:15 a.m. for 20 minutes

Next Meeting –December 20, 2016