

AITKIN COUNTY HEALTH & HUMAN SERVICES

BOARD MEETING MINUTES

December 20, 2016

I. Attendance

The Aitkin County Board of Commissioners met this 20th day of December, 2016, at 9:57 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; Interim H&HS Director, Liz DeRuyck; 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; Hannah Colby, Public Health Educator; and guests; Adam Hoogenakker, Aitkin Independent Age; and Carole Holten, H&HS Advisory Committee Member; Commissioner Elect Bill Pratt; Bob Harwarth, Georgia Johnson, and Mike Hagen, Citizens.

II. Approval of Health & Human Services Board Agenda

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

III. Review November 22, 2016 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the November 22, 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. **Approve appointment of new applicants** to the Health & Human Services Advisory Committee as follows (2017 Composition of Membership attached):

1. Kevin Insley, Aitkin - Comm. Dist. #1
2. Shirley Scharrer, Aitkin - Comm. Dist. #1
3. Penny Olson, McGregor - Comm. Dist. #4
4. Lynette Maas, McGregor - Comm. Dist. #4
5. Jon Moen, Social Worker - AFSCME Representative

Motion by Commissioner Marcotte, 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 (2017 Composition of Membership attached):

1. Kevin Insley, Aitkin - Comm. Dist. #1
2. Shirley Scharrer, Aitkin - Comm. Dist. #1
3. Penny Olson, McGregor - Comm. Dist. #4
4. Lynette Maas, McGregor - Comm. Dist. #4
5. Jon Moen, Social Worker - AFSCME Representative

B. **Approve re-appointment of current members** to the Health & Human Services Advisory Committee as follows:

1. Marlene Abear, Aitkin - Comm. Dist. #1
2. Amanda Voller, Aitkin - Comm. Dist. #2
3. Roberta Elvecrog, Aitkin - Comm. Dist. #3
4. Robert Marcum, McGregor - Comm. Dist. #3
5. Beverly Mensing, McGrath - Comm. Dist. #3
6. Holly Bray, Palisade - Comm. Dist. #5

Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the re-appointment of current members to the Health & Human Services Advisory

Committee as follows:

1. *Marlene Abear, Aitkin - Comm. Dist. #1*
2. *Amanda Voller, Aitkin - Comm. Dist. #2*
3. *Roberta Elvecrog, Aitkin - Comm. Dist. #3*
4. *Robert Marcum, McGregor - Comm. Dist. #3*
5. *Beverly Mensing, McGrath - Comm. Dist. #3*
6. *Holly Bray, Palisade - Comm. Dist. #5*

VI. Contracts/Agreements

A. Letter of Agreement/Medical Management of Vaccine Reactions/Annual Provider Enrollment Agreement between Dr. Mark Heggem at Riverwood HealthCare Center and ACHHS for the period January 1, 2017 through December 31, 2017.

Motion by Commissioner Marcotte, seconded by Commissioner Napstad, and carried; the vote was to approve the Letter of Agreement/Medical Management of Vaccine Reactions/Annual Provider Enrollment Agreement between Dr. Mark Heggem at Riverwood HealthCare Center and ACHHS for the period January 1, 2017 through December 31, 2017.

B. Ambulance Service Contracts for the period January 1, 2017 through December 31, 2017 between Aitkin County Health& Human Services and:

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

Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the Ambulance Service Contracts for the period January 1, 2017 through December 31, 2017 between Aitkin County Health& Human Services and:

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

C. Purchase of Service Agreements between Aitkin County Health & Human Services and: **1. Compass Counseling Partners, Nisswa, for the period January 1, 2017 through December 31, 2017**

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Compass Counseling Partners, Nisswa, for the period January 1, 2017 through December 31, 2017

2. Tetreault Psychological Services for the period January 1, 2017 through December 31, 2017

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Tetreault Psychological Services for the period January 1, 2017 through December 31, 2017

3. CORE Professional Services, Brainerd, for the period January 1, 2017 through December 31, 2017

Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the CORE Professional Services, Brainerd, for the period January 1, 2017 through December 31, 2017

4. **Nystrom & Associates, Baxter, for the period January 1, 2017 through December 31, 2017**
Motion by Commissioner Westserlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Nystrom & Associates, Baxter, for the period January 1, 2017 through December 31, 2017.
 5. **Northern Psychiatric Associates, Baxter, for the period January 1, 2017 through December 31, 2017**
Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Northern Psychiatric Associates, Baxter, for the period January 1, 2017 through December 31, 2017.
 6. **New Pathways, Inc., Cambridge, for the period January 1, 2017 through December 31, 2017**
Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the New Pathways, Inc., Cambridge, for the period January 1, 2017 through December 31, 2017
 7. **Northeast Minnesota Office of Job Training (NEMOJT) for the period January 1, 2017 to December 31, 2017.**
Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Northeast Minnesota Office of Job Training (NEMOJT) for the period January 1, 2017 to December 31, 2017.
 8. **Arrowhead Economic Opportunity Agency (AEOA) for the period January 1, 2017 to December 31, 2017**
Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Arrowhead Economic Opportunity Agency (AEOA) for the period January 1, 2017 to December 31, 2017.
 9. **Dr. George Petrangelo, M.S.; Ed.D., dba Family Assessment Services for the period January 1, 2017 to December 31, 2017.**
Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Dr. George Petrangelo, M.S.; Ed.D., dba Family Assessment Services for the period January 1, 2017 to December 31, 2017.
- D. **Detoxification Agreements for the period January 1, 2017 through December 31, 2017 between Aitkin County Health & Human Services and:**
1. **Northland Counseling Center, Inc. , Grand Rapids**
 2. **Central Minnesota Mental Health Center, St. Cloud**
- Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the Detoxification Agreements for the period January 1, 2017 through December 31, 2017 between Aitkin County Health & Human Services and:*
1. *Northland Counseling Center, Inc. , Grand Rapids*
 2. *Central Minnesota Mental Health Center, St. Cloud*
- E. **CMHS Services Agreement for 2017 to provide professional services between Aitkin County Health & Human Services and TriMin Systems, Inc. for the period January 1, 2017 to December 31, 2017.**
Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the CMHS Services Agreement for 2017 to provide professional services between Aitkin County Health & Human Services and TriMin Systems, Inc. for the period January 1, 2017 to December 31, 2017.

- F. **2017 Family Planning Contract between Aitkin County Health & Human Services and Riverwood HealthCare Center for the period January 1, 2017 through December 31, 2017.** *Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the 2017 Family Planning Contract between Aitkin County Health & Human Services and Riverwood HealthCare Center for the period January 1, 2017 through December 31, 2017.*

VII. Resolutions to Change Signers on:

A. **Revolving Fund at Security State Bank**
Security State Bank

BE IT HEREBY RESOLVED, the Aitkin County Health and Human Service Director and the County Auditor shall be authorized to sign signature cards and handle the following depository accounts for Health and Human Services at Security State Bank: #6002170 – Foster Care Revolving Fund and #6802004 – General Assistance Emergency Revolving Fund.

BE IT FURTHER RESOLVED, that the Aitkin County Health and Human Services Fiscal Supervisor shall also be authorized to sign signature cards and handle the following depository accounts for Health and Human Services at Security State Bank: #6002170 – Foster Care Revolving Fund and #6802004 – General Assistance Emergency Revolving Fund.

Commissioner Westerlund moved the adoption of the resolution, seconded by Commissioner Marcotte, and it was declared adopted upon the following vote: Five Members Present - All Members Voting Yes

B. **Social Welfare Fund at Bremer Bank**
Bremer Bank

BE IT HEREBY RESOLVED, the Aitkin County Health and Human Service Director and the County Auditor shall be authorized to sign signature cards and handle the following depository accounts for Health and Human Services at Bremer Bank: #8604100012 – Aitkin County Health and Human Services, Social Welfare Fund

BE IT FURTHER RESOLVED, that the Aitkin County Health and Human Services Fiscal Supervisor shall also be authorized to sign signature cards and handle the following depository accounts for Health and Human Services at Bremer Bank: #8604100012 – Aitkin County Health and Human Services, Social Welfare Fund

Commissioner Westerlund moved the adoption of the resolution, seconded by Commissioner Marcotte, and it was declared adopted upon the following vote: Five Members Present - All Members Voting Yes

VIII. Administrative Reports:

- A. **Financial Reports** - Kathleen Ryan reviewed the report with the Board noting we will have one more bill run before the end of the year but that that our yearend balance will be at or under budget. Kathleen will provide a year end report at our next meeting.

IX. Joint Powers Board Reports:

- A. **Tri-County Community Health Services Board (CHS)**
Commissioner Westerlund / Erin Melz - Commissioner Westerlund noted the CHS Board met a week ago Thursday and discussed SCHSAC issues, the budget that is looking good, and that the new Public Planner had been hired and is working out well.

X. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte
Committee Members attending today: Carole Holten
Draft Copy of the December 7th meeting minutes included in packet. Carole Holten noted that she is looking for information from the committee related to the Adult Services. Commissioner Westerlund & Marcotte noted the main discussion was relative to the Guidance to the committee members and moving away from Task Forces and more to presentations to the entire committee.

- B. AEOA Committee Update** – Commissioner Westerlund - No meeting.
- C. NEMOJT Committee Update** – Commissioner Napstad - Met on 12/8 in Virginia and reviewed the grant programs.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund - No meeting.
- E. Lakes & Pines Update** – Commissioner Niemi - No meeting.

XI. Break at 10:25 a.m. for 15 minutes

Next Meeting – January 24, 2017

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Patrick Wussow, Interim County Administrator