

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
March 28, 2017**

- 9:05 A.M.**
- I. Approval of Health & Human Services Board Agenda**
 - II. Review February 28, 2017 Health & Human Service Board Minutes**
 - III. Review Bills**
 - IV. Cynthia Bennett, Health & Human Services Director**
 - A. Approve appointment of new applicant to the Health & Human Services Advisory Committee as follows - Joell Miranda, Hill City, Comm. Dist. #5**
 - B. Presentation: Cassie Conn, Lakes and Pines Family Resource Specialist**
 - V. Erin Melz, Public Health Supervisor**
 - A. Final Approval - Out of State Travel for Elizabeth Short**
 - VI. Kathleen Ryan, Fiscal Supervisor**
 - A. Financial Reports**
 - VII. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Pratt
Committee Members attending today: Kristine Layne & Amanda Voller
Draft Copy of the March 1st meeting minutes included in packet.**
 - B. AEOA Committee Update – Commissioner Westerlund**
 - C. NEMOJT Committee Update – Commissioner Niemi**
 - D. CJI (Children’s Justice Initiative) – Commissioner Westerlund**
 - E. Lakes & Pines Update – Commissioner Niemi**

Next Meeting – April 25, 2017

AITKIN COUNTY HEALTH & HUMAN SERVICES

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BOARD MEETING MINUTES

February 28, 2017

I. Attendance

The Aitkin County Board of Commissioners met this 28th day of February, 2017, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Don Niemi, Bill Pratt, and Laurie Westerlund, and others present included: Interim County Administrator Patrick Wussow; H&HS Director, Cynthia Bennett; H&HS Staff; Kathy Ryan, Fiscal Supervisor; Jessi Goble, Financial Services Supervisor; Jessi Schultz & Kim Larson, Social Service Supervisors; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, & Marlene Abear, H&HS Advisory Committee Members; Jessica Seibert, Citizen.

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 January 24, 2017 Health & Human Service Board Minutes

Motion by Commissioner Westerlund, seconded by Commissioner Pratt, and carried; the vote was to approve the Minutes of the January 24., 2017 Health & Human Services Board Meeting.

IV. Review Bills

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

V. Administrative Reports:

A. **Financial Reports** - Kathleen Ryan reviewed the bills with the Board members.

VI. Joint Powers Board Reports:

A. Tri-County Community Health Services Board (CHS)

Commissioner Westerlund / Erin Melz discussed the meeting and the fact they were reviewing the by-laws and other documents. It was noted that all current members from the same county have terms that expire the same year which will need to be adjusted to rotate. She also noted they reviewed the budget and their legislative priorities.

VII. Committee Reports from Commissioners

A. H&HS Advisory Committee – Commissioners Westerlund and/or Pratt

Committee Members attending today: Marlene Abear & Roberta Elvecrog
Draft Copy of the February 1st meeting minutes included in packet. It was noted that the presentation at the last meeting dealt with Volunteer Drivers and the need for more throughout the county.

B. **AEOA Committee Update** – Commissioner Westerlund updated the Board on their recent meeting noting the building project is on hold again and the local food shelf is looking for a location. Headstart discussion noted that the Arrowhead bus would be transporting kids to the school and they are purchasing three more buses and will be constructing additional garages.

C. **NEMOJT Committee Update** – Commissioner Niemi noted there was no meeting.

D. **CJI (Children's Justice Initiative)** – Commissioner Westerlund noted they will meet tomorrow.

E. **Lakes & Pines Update** – Commissioner Niemi noted there has been no meeting.

Commissioner Wedel asked for discussion on the progress for legislation and the current status.

Cynthia Bennett, Director, introduced Kim Larson as the new Social Service Supervisor in the Adult Services area.

Cynthia Bennett also noted that today Julie Lueck is clerking her last Board Meeting as she is retiring and there is going to be a Retirement Party for her on Thursday at 2:30 p.m. in the Health & Human Services Lunchroom.

VIII. Break at 9:23 a.m. and will reconvene at 9:40 a.m.

Next Meeting – March 28, 2017

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 3/24/17 12:45PM
 Health & Human Services

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

<u>Vendor</u>	<u>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>
19	88284 AITKIN CO RECORDER 05- 430- 710- 3460- 6065		26.00	Adolescent Life Skills Trainin 03/08/2017 03/08/2017 1 Transactions	0 Self Funds - Adolescent Life Skills
30	86222 AITKIN INDEPENDENT AGE 05- 430- 720- 3020- 6069		77.10	Child Care Advertising - Commu 02/15/2017 02/18/2017 1 Transactions	0 Community Ed & Prevent/Advertising
15	9791 Bieganek/Joan M 05- 430- 760- 3950- 6020		105.00	Guardianship/Conservator Activ 02/01/2017 02/28/2017 1 Transactions	0 Guardianship/Conservatorship
34	11051 Department of Human Services 05- 430- 720- 3110- 6069		361.42	BSFE County Match Invoice #A30 01/01/2017 01/31/2017 2 Transactions	0 Bsf Child Care
29	11051 Department of Human Services 05- 430- 730- 3590- 6072		12,520.42	CCDTF Maintenance of Effort 01/01/2017 01/31/2017 2 Transactions	0 Ccdtf County % State Billings
23	10342 DHS- Anoka Metro Rtc 05- 430- 745- 3721- 6081		500.00	State- operated inpatient 11/01/2015 11/30/2015 1 Transactions	0 Commitment Costs - Poor Relief
3	9220 DHS- MSOP 05- 430- 745- 3721- 6081		1,036.00	State- operated inpatient 02/01/2017 02/28/2017 3 Transactions	0 Commitment Costs - Poor Relief
8	9220 DHS- MSOP 05- 430- 745- 3721- 6081		1,036.00	State- operated inpatient 02/01/2017 02/28/2017 3 Transactions	0 Commitment Costs - Poor Relief
17	9220 DHS- MSOP 05- 430- 745- 3721- 6081		2,590.00	State- operated inpatient 02/01/2017 02/28/2017 3 Transactions	0 Commitment Costs - Poor Relief
1	89965 DHS- ST PETER- SEE LIST 05- 430- 745- 3721- 6081		1,876.00	State- operated inpatient	0 Commitment Costs - Poor Relief

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11 05-430-745-3721-6081	1,876.00	02/01/2017 02/28/2017	0	Commitment Costs - Poor Relief	
13 05-430-745-3721-6081	1,574.00	02/01/2017 02/28/2017	0	Commitment Costs - Poor Relief	
89965 DHS- ST PETER- SEE LIST	5,326.00	02/01/2017 02/20/2017	0		
		3 Transactions			
91345 Elvecrog/Roberta C					
7 05-430-750-3950-6020	70.00	02/01/2017 02/28/2017	0	Public Guardianship Dd	
9 05-430-750-3950-6020	105.00	02/01/2017 02/28/2017	0	Public Guardianship Dd	
10 05-430-760-3950-6020	70.00	02/01/2017 02/28/2017	0	Guardianship/Conservatorship	
14 05-430-760-3950-6020	105.00	02/01/2017 02/28/2017	0	Guardianship/Conservatorship	
18 05-430-760-3950-6020	70.00	02/01/2017 02/28/2017	0	Guardianship/Conservatorship	
91345 Elvecrog/Roberta C	420.00	02/01/2017 02/28/2017	0		
		5 Transactions			
13687 Family Assessment Services					
28 05-430-745-3085-6020	718.75	02/05/2017 02/05/2017	0	Adult Outpat Diagnostic Assess/Psyc	
13687 Family Assessment Services	718.75	1 Transactions			
10416 Janzen Steel/Connie C					
24 05-430-710-3890-6020	150.00	03/10/2017 03/12/2017	0	Respite Care - Non Foster Care	
26 05-430-710-3890-6020	150.00	03/10/2017 03/12/2017	0	Respite Care - Non Foster Care	
10416 Janzen Steel/Connie C	300.00	2 Transactions			
11072 Lutheran Social Service Of Mn- St Paul					
2 05-430-750-3950-6020	430.01	01/01/2017 01/31/2017	0	Public Guardianship Dd	
11072 Lutheran Social Service Of Mn- St Paul	430.01	1 Transactions			
14369 Nagel/Nick					

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25 05- 430- 740- 3890- 6020		25.00	Child Respite Care 02/18/2017 02/19/2017	0 Child Mh Respite
14369 Nagel/Nick		25.00	1 Transactions	
10977 Northern Psychiatric Associates				
21 05- 430- 740- 3050- 6020		364.58	Child Outpatient Diagnostic As 02/10/2017 02/10/2017	0 Child Outpat Assess/Psyc. Testing
22 05- 430- 745- 3085- 6020		364.61	Adult Outpatient Diagnostic As 02/10/2017 02/10/2017	0 Adult Outpat Diagnostic Assess/Psyc
27 05- 430- 745- 3085- 6020		364.58	Adult Outpatient Diagnostic As 02/10/2017 02/10/2017	0 Adult Outpat Diagnostic Assess/Psyc
10977 Northern Psychiatric Associates		1,093.77	3 Transactions	
3639 Northland Counseling Ctr Inc				
33 05- 430- 730- 3710- 6020		5,200.00	Detoxification (Category I) 02/14/2017 02/27/2017	0 Detoxification - Grand Rapids
3639 Northland Counseling Ctr Inc		5,200.00	1 Transactions	
90748 Oakridge Homes Sils				
6 05- 430- 750- 3340- 6073		496.19	Semi- Independent Living Servic 02/01/2017 02/23/2017	0 Semi- Independent Living Serv (Sils)
16 05- 430- 750- 3340- 6073		571.88	Semi- Independent Living Servic 02/02/2017 02/28/2017	0 Semi- Independent Living Serv (Sils)
90748 Oakridge Homes Sils		1,068.07	2 Transactions	
88878 Productive Alternatives Inc				
5 05- 430- 750- 3380- 6050		232.50	Extended and supported employm 02/01/2017 02/28/2017	0 Extended Supported Employment
88878 Productive Alternatives Inc		232.50	1 Transactions	
9489 Redwood Toxicology Laboratory, Inc				
12 05- 430- 710- 3190- 6020		6.75	Drug testing - Court- Related S 02/18/2017 02/18/2017	0 Court Related Services & Activities
9489 Redwood Toxicology Laboratory, Inc		6.75	1 Transactions	
9360 Redwood Toxicology Laboratory, Inc.				
35 05- 430- 710- 3180- 6020		350.18	SOCIAL SERVICE DRUG TESTING SU 03/06/2017 03/06/2017	0 Health- Related Services

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9360	Redwood Toxicology Laboratory, Inc.		350.18	1 Transactions		
4	9140 Simar/Candace 05-430-760-3950-6020		70.00	Guardianship/conservatorship 02/01/2017 02/28/2017	0	Guardianship/Conservatorship
	9140 Simar/Candace		70.00	1 Transactions		
20	90657 Simmens/Debbie 05-430-740-3890-6020		100.00	Child Respite Care 03/10/2017 03/12/2017	0	Child Mh Respite
	90657 Simmens/Debbie		100.00	1 Transactions		
31	14390 TANGE, MSW/PHILIP B 05-430-740-3900-6020		157.50	Clinical supervision- Child Rul 02/09/2017 02/09/2017	0	Child Rule 79 Case Mgmt
32	05-430-745-3910-6020		337.50	Clinical supervision- Adult Rul 02/09/2017 02/09/2017	0	Adult Rule 79 Case Mgmt
	14390 TANGE, MSW/PHILIP B		495.00	2 Transactions		
Final Total			34,087.97	21 Vendors	35 Transactions	



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Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	34,087.97	Health & Human Services	
All Funds		34,087.97	Total	Approved by,
			
			

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	<u>No.</u>	<u>Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>		<u>On Behalf of Name</u>	
1	85003	Aitkin County DAC 05-400-440-0410-6231			2.64	CLEANING	02/07/2017 02/28/2017	0		Services/Labor/Contracts
2		05-400-440-0410-6231			40.55	PAPERSHRED	02/01/2017 02/28/2017	0		Services/Labor/Contracts
1		05-420-600-4800-6231			5.61	CLEANING	02/07/2017 02/28/2017	0		Services/Labor/Contracts
2		05-420-600-4800-6231			86.18	PAPERSHRED	02/01/2017 02/28/2017	0		Services/Labor/Contracts
1		05-430-700-4800-6231			8.26	CLEANING	02/07/2017 02/28/2017	0		Services/Labor/Contracts
2		05-430-700-4800-6231			126.73	PAPERSHRED	02/01/2017 02/28/2017	0		Services/Labor/Contracts
	85003	Aitkin County DAC			269.97	6 Transactions				
3	86222	Aitkin Independent Age 05-400-440-0410-6231			5.60	AGENCY SUBSCRIPTION (1 YR)	02/28/2017 02/28/2017	00001329 0		Services/Labor/Contracts
4		05-400-440-0410-6231			35.00	PH - SUBSCRIPTION (1 YR)	02/28/2017 02/28/2017	00005430 0		Services/Labor/Contracts
3		05-420-600-4800-6231			11.90	AGENCY SUBSCRIPTION (1 YR)	02/28/2017 02/28/2017	00001329 0		Services/Labor/Contracts
3		05-430-700-4800-6231			17.50	AGENCY SUBSCRIPTION (1 YR)	02/28/2017 02/28/2017	00001329 0		Services/Labor/Contracts
	86222	Aitkin Independent Age			70.00	4 Transactions				
5	87615	Aitkin Medical Supply 05-400-410-0413-6430			54.84	WIC - MEDICAL SUPPLIES	02/15/2017 02/15/2017	1304396 0		WIC - Medical Supplies
	87615	Aitkin Medical Supply			54.84	1 Transactions				
6	88023	American Payment Centers, LLC 05-400-440-0410-6301			12.80	BOX SERVICE	04/01/2017 06/30/2017	15-15235 0		Equipment Lease/Space Rental
6		05-420-600-4800-6301			27.20	BOX SERVICE	04/01/2017 06/30/2017	15-15235 0		Equipment Lease/Space Rental
6		05-430-700-4800-6301			40.00	BOX SERVICE	04/01/2017 06/30/2017	15-15235 0		Equipment Lease/Space Rental

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88023 American Payment Centers, LLC		80.00	3 Transactions	
8239 Ameripride Linen & Apparel Services				
7 01-257-000-0000-6422		3.87	CLEANING SUPPLIES 02/28/2017 02/28/2017	2200887923 0 Janitorial Services/Supplies
7 05-400-440-0410-6422		4.93	CLEANING SUPPLIES 02/28/2017 02/28/2017	2200887923 0 Janitorial Services/Supplies
7 05-420-600-4800-6422		11.27	CLEANING SUPPLIES 02/28/2017 02/28/2017	2200887923 0 Janitorial Services/Supplies
7 05-430-700-4800-6422		15.14	CLEANING SUPPLIES 02/28/2017 02/28/2017	2200887923 0 Janitorial Services/Supplies
8239 Ameripride Linen & Apparel Services		35.21	4 Transactions	
10855 Culligan				
8 01-257-000-0000-6342		14.87	COOLER RENTAL SERVICE 03/01/2017 03/31/2017	150-10016285-1 0 Office Equipment Rental/Contracts
8 05-400-440-0410-6301		18.93	COOLER RENTAL SERVICE 03/01/2017 03/31/2017	150-10016285-1 0 Equipment Lease/Space Rental
8 05-420-600-4800-6301		43.26	COOLER RENTAL SERVICE 03/01/2017 03/31/2017	150-10016285-1 0 Equipment Lease/Space Rental
8 05-430-700-4800-6301		58.14	COOLER RENTAL SERVICE 03/01/2017 03/31/2017	150-10016285-1 0 Equipment Lease/Space Rental
10855 Culligan		135.20	4 Transactions	
88628 Dalco				
9 01-257-000-0000-6422		23.40	TOWELS 02/01/2017 02/01/2017	3142758 0 Janitorial Services/Supplies
9 05-400-440-0410-6422		29.78	TOWELS 02/01/2017 02/01/2017	3142758 0 Janitorial Services/Supplies
9 05-420-600-4800-6422		68.06	TOWELS 02/01/2017 02/01/2017	3142758 0 Janitorial Services/Supplies
9 05-430-700-4800-6422		91.46	TOWELS 02/01/2017 02/01/2017	3142758 0 Janitorial Services/Supplies
88628 Dalco		212.70	4 Transactions	
11051 Department of Human Services				
16 05-420-640-4800-6231		48.83	CS MONTHLY FED OFFSET FEE 02/01/2017 02/28/2017	A300C707001 0 Services/Labor/Contracts

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10 05-420-650-4400-6025		1,572.62	MA LTC UN 65 02/01/2017 02/28/2017	A300MM8H011 0 State/Fed Share - MA
11 05-420-650-4400-6025		1,094.48	MA ESTATE COLLECTIONS - FED 02/01/2017 02/28/2017	A300MM8H011 0 State/Fed Share - MA
12 05-420-650-4400-6025		547.24	MA ESTATE COLLECTIONS - ST 02/01/2017 02/28/2017	A300MM8H011 0 State/Fed Share - MA
13 05-420-650-4400-6025		169.02	MAX LTC LT65 17 02/01/2017 02/28/2017	A300MM8H011 0 State/Fed Share - MA
17 05-420-620-4100-6011		106.50	MAXIS GA RECOVERIES 01/01/2017 01/31/2017	A300MX01167I 0 County Share - Ga
18 05-420-630-4100-6011		895.60	MAXIS FS RECOVERIES 01/01/2017 01/31/2017	A300MX01167I 0 County Share-Food Support
14 05-420-620-4100-6011		5.00	MAXIS GA RECOVERIES 02/01/2017 02/28/2017	A300MX01168I 0 County Share - Ga
15 05-420-630-4100-6011		1,331.20	MAXIS FS RECOVERIES 02/01/2017 02/28/2017	A300MX01168I 0 County Share-Food Support
11051 Department of Human Services		5,770.49	9 Transactions	
19 10786 DNA Diagnostics Center 05-420-640-4800-6397		94.50	IVD GENETIC TEST 0014300258-01 02/01/2017 02/06/2017	5369122017 0 Genetic Tests Iv-D
10786 DNA Diagnostics Center		94.50	1 Transactions	
20 2186 Hillyard Inc - Kansas City 01-257-000-0000-6422		36.62	CLEANING / BATHROOM SUPPLIES 03/15/2017 03/15/2017	602462803 0 Janitorial Services/Supplies
20 05-400-440-0410-6422		46.62	CLEANING / BATHROOM SUPPLIES 03/15/2017 03/15/2017	602462803 0 Janitorial Services/Supplies
20 05-420-600-4800-6422		106.54	CLEANING / BATHROOM SUPPLIES 03/15/2017 03/15/2017	602462803 0 Janitorial Services/Supplies
20 05-430-700-4800-6422		143.16	CLEANING / BATHROOM SUPPLIES 03/15/2017 03/15/2017	602462803 0 Janitorial Services/Supplies
2186 Hillyard Inc - Kansas City		332.94	4 Transactions	
22 90182 Laboratory Corp Of America Holdings 05-420-640-4800-6397		27.50	IVD GENETIC TEST 0011006357-02 02/24/2017 02/24/2017	54704093 0 Genetic Tests Iv-D

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90182 Laboratory Corp Of America Holdings		27.50	1 Transactions		
13073 Lakes Area Lock & Door Hardware Inc.					
21 05-400-440-0410-6231		66.40	INSTALL DOOR KNOBS (2) 02/27/2017 02/27/2017	2726 0	Services/Labor/Contracts
21 05-420-600-4800-6231		141.10	INSTALL DOOR KNOBS (2) 02/27/2017 02/27/2017	2726 0	Services/Labor/Contracts
21 05-430-700-4800-6231		207.50	INSTALL DOOR KNOBS (2) 02/27/2017 02/27/2017	2726 0	Services/Labor/Contracts
13073 Lakes Area Lock & Door Hardware Inc.		415.00	3 Transactions		
3195 MCCC					
23 05-400-440-0410-6240		21.17	JIC MEMBERSHIP DUES '17 01/01/2017 12/31/2017	2Y1403019 0	Membership/Dues/Association Fees
23 05-420-600-4800-6240		45.00	JIC MEMBERSHIP DUES '17 01/01/2017 12/31/2017	2Y1403019 0	Membership/Dues/Association Fees
23 05-430-700-4800-6240		66.18	JIC MEMBERSHIP DUES '17 01/01/2017 12/31/2017	2Y1403019 0	Membership/Dues/Association Fees
3195 MCCC		132.35	3 Transactions		
89079 McGregor Area Ambulance Service					
24 05-400-401-0000-6812		1,580.00	AMBULANCE RUNS - FEB '17 02/01/2017 02/28/2017	0	Mcgregor Area Ambulance
89079 McGregor Area Ambulance Service		1,580.00	1 Transactions		
89078 Mille Lacs Health System					
25 05-400-401-0000-6814		60.00	AMBULANCE RUNS - FEB '17 02/01/2017 02/28/2017	0	Isle Ambulance/Mille Lacs Health System
89078 Mille Lacs Health System		60.00	1 Transactions		
89765 Minnesota Elevator, Inc					
26 01-257-000-0000-6300		18.88	ELEVATOR SERVICE - MAR '17 03/01/2017 03/31/2017	697219 0	Maintenance-Service Contracts
26 05-400-440-0410-6300		24.03	ELEVATOR SERVICE - MAR '17 03/01/2017 03/31/2017	697219 0	Maintenance/Service Contracts
26 05-420-600-4800-6300		54.92	ELEVATOR SERVICE - MAR '17 03/01/2017 03/31/2017	697219 0	Maintenance/Service Contracts
26 05-430-700-4800-6300		73.81	ELEVATOR SERVICE - MAR '17	697219	Maintenance/Service Contracts

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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>
89765 Minnesota Elevator, Inc		171.64	03/01/2017 03/31/2017 4 Transactions	0
28 3358 Minnesota State Auditor 05-400-440-0410-6231		307.81	AUDIT 01/11/2017 02/21/2017	68102 0 Services/Labor/Contracts
28 05-420-600-4800-6231		654.12	AUDIT 01/11/2017 02/21/2017	68102 0 Services/Labor/Contracts
28 05-430-700-4800-6231		961.94	AUDIT 01/11/2017 02/21/2017	68102 0 Services/Labor/Contracts
3358 Minnesota State Auditor		1,923.87	3 Transactions	
27 10948 MN Dept of Labor & Industry 05-400-440-0410-6300		16.00	ELEVATOR INSPECTION 03/02/2017 03/02/2017	ALR00705911 0 Maintenance/Service Contracts
27 05-420-600-4800-6300		34.00	ELEVATOR INSPECTION 03/02/2017 03/02/2017	ALR00705911 0 Maintenance/Service Contracts
27 05-430-700-4800-6300		50.00	ELEVATOR INSPECTION 03/02/2017 03/02/2017	ALR00705911 0 Maintenance/Service Contracts
10948 MN Dept of Labor & Industry		100.00	3 Transactions	
29 89081 North Ambulance Brainerd 05-400-401-0000-6809		2,250.00	AMBULANCE RUNS - FEB '17 02/01/2017 02/28/2017	0 No. Memorial Ambulance-Aitkin
89081 North Ambulance Brainerd		2,250.00	1 Transactions	
30 86177 Sheriff Aitkin County 05-420-640-4800-6270		50.00	IVD SERVICE 0014627881-03 03/14/2017 03/14/2017	C1700103 0 Aitkin Co Sheriff Fees Iv-D
86177 Sheriff Aitkin County		50.00	1 Transactions	
31 86944 Sheriff Crow Wing County 05-420-640-4800-6379		75.00	IVD SERVICE0014669121-01 02/23/2017 02/23/2017	3889 0 Other Iv-D Charges
86944 Sheriff Crow Wing County		75.00	1 Transactions	
32 86433 Sheriff Mille Lacs County 05-420-640-4800-6379		40.00	IVD SERVICE 0010595651-02	7880 Other Iv-D Charges

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>	
86433	Sheriff Mille Lacs County		40.00	03/09/2017 - 03/09/2017 1 Transactions	0		
33	12214 Shopko Store Operating Co. LLC 05-400-430-0408-6406		125.00	CIRCLE OF SECURITY-GIFT CARDS 01/10/2017 - 01/10/2017 1 Transactions	9000002813012 0	PH Program Related Supplies	
	12214 Shopko Store Operating Co. LLC		125.00	1 Transactions			
34	88859 Spee*Dee-St Cloud 05-420-600-4800-6205		366.37	IM SERVICE 01/30/2017 - 02/25/2017 1 Transactions	3237930 0	Postage	
	88859 Spee*Dee-St Cloud		366.37	1 Transactions			
35	10588 Stanley Access Tech LLC 05-400-440-0410-6231		52.08	REPAIR AGENCY ENTRY DOOR 03/10/2017 - 03/10/2017	0904826740 0	Services/Labor/Contracts	
	05-420-600-4800-6231		110.67	REPAIR AGENCY ENTRY DOOR 03/10/2017 - 03/10/2017	0904826740 0	Services/Labor/Contracts	
	05-430-700-4800-6231		162.75	REPAIR AGENCY ENTRY DOOR 03/10/2017 - 03/10/2017	0904826740 0	Services/Labor/Contracts	
	10588 Stanley Access Tech LLC		325.50	3 Transactions			
36	86235 The Office Shop Inc 05-400-440-0410-6405		16.45	AGENCY SUPPLIES 02/02/2017 - 02/02/2017	1020343-0 0	Office Supplies	
	05-400-440-0410-6405		2.67	AGENCY SUPPLIES 02/03/2017 - 02/03/2017	1020343-1 0	Office Supplies	
	05-400-440-0410-6405		1.14	AGENCY SUPPLIES 02/03/2017 - 02/03/2017	1020343-2 0	Office Supplies	
	05-400-440-0410-6405		2.56	AGENCY SUPPLIES 02/07/2017 - 02/07/2017	1020343-3 0	Office Supplies	
	05-400-440-0410-6405		0.57	ACCTG - LABELS 02/07/2017 - 02/07/2017	1020515-0 0	Office Supplies	
	05-400-440-0410-6405		71.76	PH - SUPPLIES 02/07/2017 - 02/07/2017	1020537-0 0	Office Supplies	
	05-400-440-0410-6405		6.70	AGENCY SUPPLIES 02/07/2017 - 02/07/2017	1020622-0 0	Office Supplies	
	05-400-440-0410-6405		31.08	PH - SUPPLIES	1020622-0	Office Supplies	

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>
45 05-400-440-0410-6405		17.39	02/07/2017 02/07/2017	0 1020930-0 Office Supplies
46 05-400-440-0410-6405		2.47	02/14/2017 02/14/2017	0 1020930-0 Office Supplies
48 05-400-440-0410-6405		0.23	02/14/2017 02/14/2017	0 1021030-0 Office Supplies
49 05-400-440-0410-6405		2.01	02/15/2017 02/15/2017	0 1021030-1 Office Supplies
50 05-400-450-0451-6405		150.12	02/16/2017 02/16/2017	0 1021060-0 Office Supplies
51 05-400-440-0410-6405		14.39	02/15/2017 02/15/2017	0 1021137-0 Office Supplies
53 05-400-440-0410-6405		23.29	02/21/2017 02/21/2017	0 1021523-0 Office Supplies
54 05-400-440-0410-6450		51.04	02/23/2017 02/23/2017	0 1021726-0 Small Equipment: Telephones,Chairs, etc.
55 05-400-410-0413-6405		11.19	02/28/2017 02/28/2017	0 1021744-0 Office Supplies
56 05-400-440-0410-6405		32.63	02/28/2017 02/28/2017	0 1021744-0 Office Supplies
57 05-400-440-0410-6300		1,754.48	02/28/2017 02/28/2017	0 290899-0 Maintenance/Service Contracts
42 05-400-440-0410-6405		29.90	02/27/2017 02/27/2017	0 C1020537-0 Office Supplies
36 05-420-600-4800-6405		34.96	02/10/2017 02/10/2017	0 1020343-0 Office Supplies
37 05-420-600-4800-6405		5.67	02/02/2017 02/02/2017	0 1020343-1 Office Supplies
38 05-420-600-4800-6405		2.44	02/03/2017 02/03/2017	0 1020343-2 Office Supplies
39 05-420-600-4800-6405		5.43	02/03/2017 02/03/2017	0 1020343-3 Office Supplies
40 05-420-600-4800-6405		1.22	02/07/2017 02/07/2017	0 1020515-0 Office Supplies
43 05-420-600-4800-6405		14.24	02/07/2017 02/07/2017	0 1020622-0 Office Supplies
45 05-420-600-4800-6405		36.95	02/07/2017 02/07/2017	0 1020930-0 Office Supplies
			02/14/2017 02/14/2017	0

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor</u>	<u>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>
46	05-420-600-4800-6405		5.27	AGENCY SUPPLIES 02/14/2017 02/14/2017	1020930-0 Office Supplies
48	05-420-600-4800-6405		0.51	AGENCY SUPPLIES 02/15/2017 02/15/2017	1021030-0 Office Supplies
49	05-420-600-4800-6405		4.28	AGENCY SUPPLIES 02/16/2017 02/16/2017	1021030-1 Office Supplies
51	05-420-600-4800-6405		30.59	AGENCY SUPPLIES 02/21/2017 02/21/2017	1021137-0 Office Supplies
53	05-420-600-4800-6405		49.50	AGENCY - ENVELOPES 02/23/2017 02/23/2017	1021523-0 Office Supplies
54	05-420-600-4800-6450		108.46	FILE CABINET (CB) 02/28/2017 02/28/2017	1021726-0 Small Equipment: Telephones,Chairs, etc.
56	05-420-600-4800-6405		69.34	AGENCY SUPPLIES 02/28/2017 02/28/2017	1021744-0 Office Supplies
58	05-420-640-4800-6300		64.50	CS-COPIER CONTRACT IR4245 02/27/2017 02/27/2017	290899-0 Maintenance/Service Contracts
36	05-430-700-4800-6405		51.41	AGENCY SUPPLIES 02/02/2017 02/02/2017	1020343-0 Office Supplies
37	05-430-700-4800-6405		8.34	AGENCY SUPPLIES 02/03/2017 02/03/2017	1020343-1 Office Supplies
38	05-430-700-4800-6405		3.59	AGENCY SUPPLIES 02/03/2017 02/03/2017	1020343-2 Office Supplies
39	05-430-700-4800-6405		7.99	AGENCY SUPPLIES 02/07/2017 02/07/2017	1020343-3 Office Supplies
40	05-430-700-4800-6405		1.80	ACCTG - LABELS 02/07/2017 02/07/2017	1020515-0 Office Supplies
43	05-430-700-4800-6405		20.95	AGENCY SUPPLIES 02/07/2017 02/07/2017	1020622-0 Office Supplies
45	05-430-700-4800-6405		54.35	OSS - FAX TONER 02/14/2017 02/14/2017	1020930-0 Office Supplies
46	05-430-700-4800-6405		7.75	AGENCY SUPPLIES 02/14/2017 02/14/2017	1020930-0 Office Supplies
47	05-430-700-4800-6405		44.97	HCBS SUPPLIES 02/14/2017 02/14/2017	1020934-0 Office Supplies
48	05-430-700-4800-6405		0.75	AGENCY SUPPLIES 02/15/2017 02/15/2017	1021030-0 Office Supplies
49	05-430-700-4800-6405		6.29	AGENCY SUPPLIES 02/16/2017 02/16/2017	1021030-1 Office Supplies
51	05-430-700-4800-6405		44.98	AGENCY SUPPLIES	1021137-0 Office Supplies

CJG1
 3/24/17 1:09PM
 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>
52 05-430-700-4800-6405		33.98	02/21/2017 02/21/2017	0 1021333-0 Office Supplies
53 05-430-700-4800-6405		72.79	02/21/2017 02/21/2017	0 1021523-0 Office Supplies
54 05-430-700-4800-6450		159.50	02/23/2017 02/23/2017	0 1021726-0 Small Equipment: Telephones,Chairs, etc.
56 05-430-700-4800-6405		101.97	02/28/2017 02/28/2017	0 1021744-0 Office Supplies
86235 The Office Shop Inc		3,217.04	02/28/2017 02/28/2017	0 51 Transactions
10657 Totalfunds By Hasler				
59 05-430-000-0000-1205		2,000.00	03/10/2017 03/10/2017	0 79000110059688 Postage Account
10657 Totalfunds By Hasler		2,000.00	03/10/2017 03/10/2017	0 1 Transactions
Final Total		19,915.12	27 Vendors	120 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	97.64	General Fund
5	19,817.48	Health & Human Services
All Funds	19,915.12	Total

Approved by,

.....
.....
.....

AITKIN COUNTY HEALTH & HUMAN SERVICES
Advisory Committee
Application Form

NAME: JOELL L MIRANDA
(First) (MI) (Last)

ADDRESS: 67806 US HWY 169 HOME PHONE: _____
PO BOX 253
HILL CITY MN 55744 BUSINESS PHONE: _____
CELL PHONE: 218/259-6026

E-MAIL ADDRESS: HEYJO167@GMAIL.COM

EMPLOYER: SELF OCCUPATION: SALES

EMPLOYER ADDRESS: _____

1. Please state your reason for applying: I AM HEAVILY INVOLVED WITH THE COMMUNITY AT A LOCAL LEVEL + WOULD LIKE TO EXPAND TO A COUNTY LEVEL ALSO.
2. What has been your past involvement with Public Health Services, Social Services, Financial Services and other civic and community activities: I AM VERY COMMITTED TO MY COMMUNITY AS A VOLUNTEER + ALSO SCHOOL BOARD CLERK.
3. Are you able to attend meetings during the day? Yes No
Currently this committee meets at 3:30 p.m. on the first Wednesday of each month.
4. Are you able to attend at least 10 meetings each year? Yes No
5. Would you be willing to serve a one-year or two-year term?
 One-year Two-year

Signature of Applicant: Joell L Miranda Date: 1-20-17

PLEASE COMPLETE AND SUBMIT THIS APPLICATION TO:
Aitkin County Health & Human Services
Attention: Julie
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7200 or 1-800-328-3744

RECEIVED
JAN 25 2017
Aitkin County H & HS

MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: JOEL L. MILANDA

STREET ADDRESS OF APPLICANT:

67806 US Hwy 169/PO Box 253
Hill City MN 55748

PHONE NUMBERS:

DAYS 218/259-6026
EVENINGS SAME

AITKIN COUNTY COMMISSIONER DISTRICT 5

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I AM VERY INVOLVED WITH MY COMMUNITY AS A VOLUNTEER
AND ALSO THE HILL CITY SCHOOL BOARD CLERK. I CURRENTLY
HOLD THE POSITION OF PTO PRESIDENT IN HILL CITY AND SIT
ON THE HILL CITY SCHOOL + COMMUNITY HONOR COMMITTEES.
OTHER GROUPS, ORGANIZATIONS + EVENTS I AM + HAVE BEEN
INVOLVED WITH ARE - Hill City Chamber, HC ARCHERY CLUB,
FARM 2 SCHOOL, GIRL CAMP, HC BIKES RODEO, HC MUSTLE FOR
HUNGER 5K + MANY OTHER EVENTS IN + AROUND HILL CITY.

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.

Joel L. Milanda
Signature of Applicant

1-20-17
Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431

Aitkin County H & HS

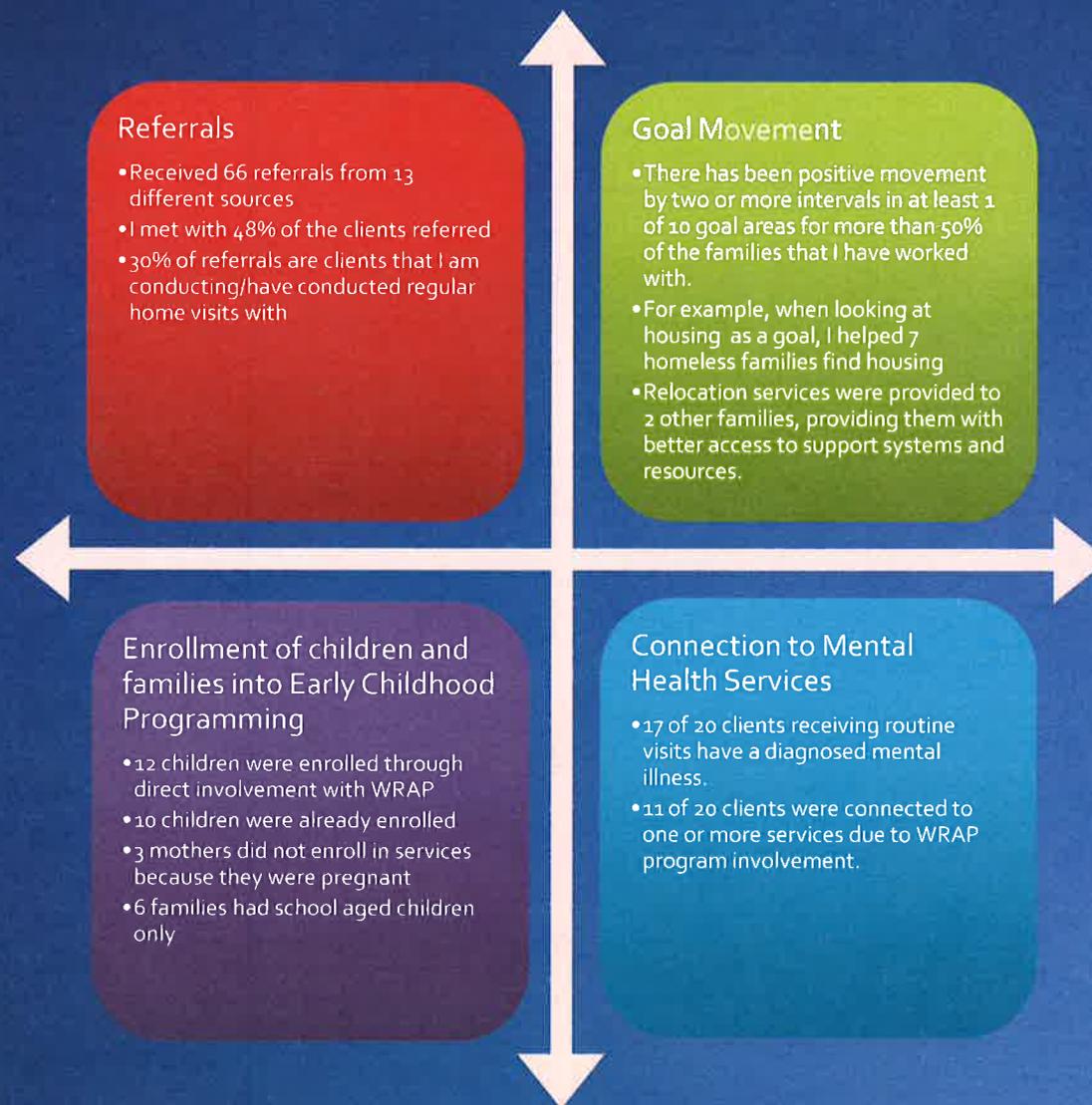
JAN 25 2017

RECEIVED

For Office Use Only

Date Appointed: _____ Date of Term Expiration: _____ Term #: _____

We Rally Around Parents (WRAP)



Aitkin County Health & Human Services

204 First St. NW
AITKIN, MINNESOTA 56431
PHONE 1-800-328-3744 or 1-218-927-7200 - FAX # 927-7210

MEMO

TO: Aitkin County Health & Human Services Board

FROM: Erin Melz, Public Health Supervisor

DATE: 3-6-2017

RE: 3-28-2017 Agenda Item

Please add "Final Approval for Out of State Travel for Elizabeth Short" to the agenda for the 3-28-2017 HHS Board Meeting. Liz will be traveling to Philadelphia, PA, April 1-April 5, 2017, as the MN State WIC Advisory Committee Chair. Preliminary approval was granted in November 2016, with final approval being sought after reporting travel destination and dates.

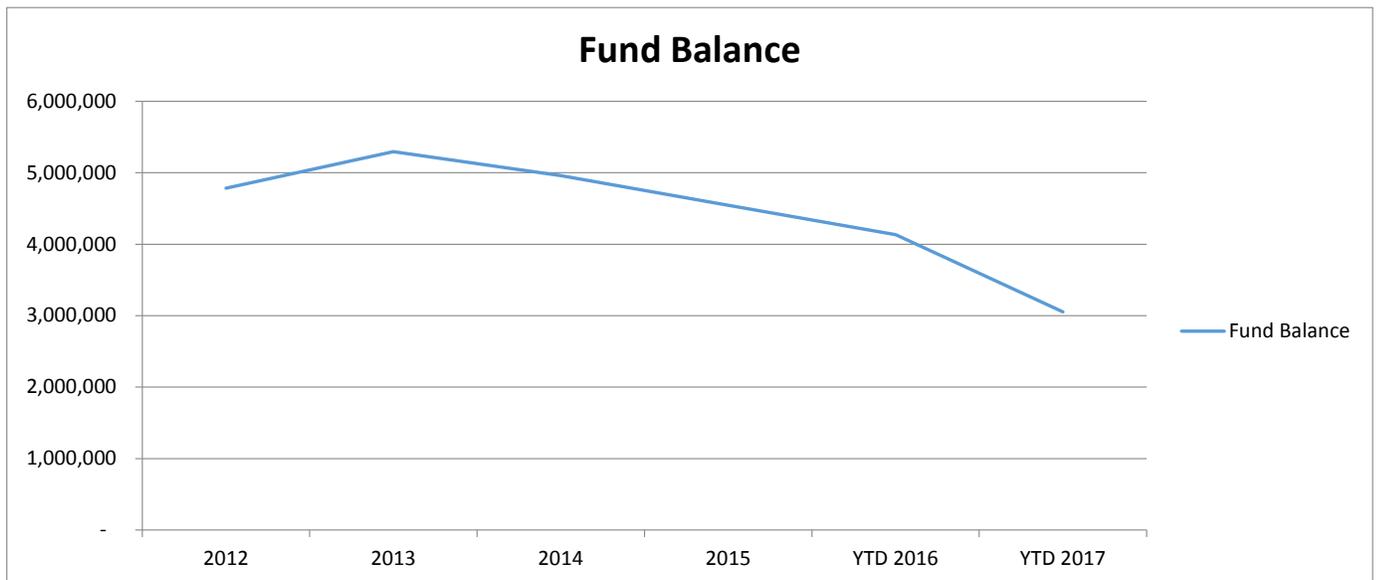
Erin J. Melz, Public Health Supervisor
Aitkin County Health & Human Services
218-927-7209

Aitkin County Health and Human Services

5-Year Trend

	2012	2013	2014	2015	YTD 2016	YTD 2017
Fund Balance	4,783,514	5,295,266	4,959,306	4,544,194	4,132,946	3,052,378

	2012	2013	2014	2015	YTD 2016	YTD 2017
Revenue:						
Tax Levy	(2,445,758)	(2,470,280)	(1,888,237)	(1,982,478)	(2,376,726)	-
Intergovernmental Revenue	(131,276)	(314,824)	(270,042)	(279,448)	(207,004)	-
State Revenue	(723,462)	(686,351)	(881,137)	(1,043,277)	(1,062,714)	(92,207)
Federal Revenue	(2,161,389)	(2,136,553)	(2,168,616)	(2,084,504)	(2,047,014)	(320,055)
Third Party Revenue	(204,217)	(216,749)	(207,346)	(258,635)	(341,275)	(45,115)
Misc. Revenue/Pass Thru	(451,664)	(359,291)	(315,012)	(388,502)	(311,493)	(34,039)
Expenditure:						
Payments for Recipients	1,604,609	1,417,258	1,635,621	1,719,526	1,881,399	460,732
Payroll	3,516,455	3,425,849	3,664,934	3,934,931	4,102,280	1,058,270
Services/Charges and Fees	397,600	423,064	336,723	343,675	347,003	69,732
Travel and Insurance	87,885	89,679	143,562	156,611	155,526	46,925
Supplies and Small Equipment	33,369	61,402	73,199	110,486	100,869	35,478
Capital Outlay	120,759	52,492	31,266	38,483	48,764	-
Misc. Expenditure/Pass Thru	168,640	184,723	180,414	150,934	120,507	27,894
Net Change to Fund Balance:	(188,448)	(529,581)	335,329	417,802	410,121	1,207,616

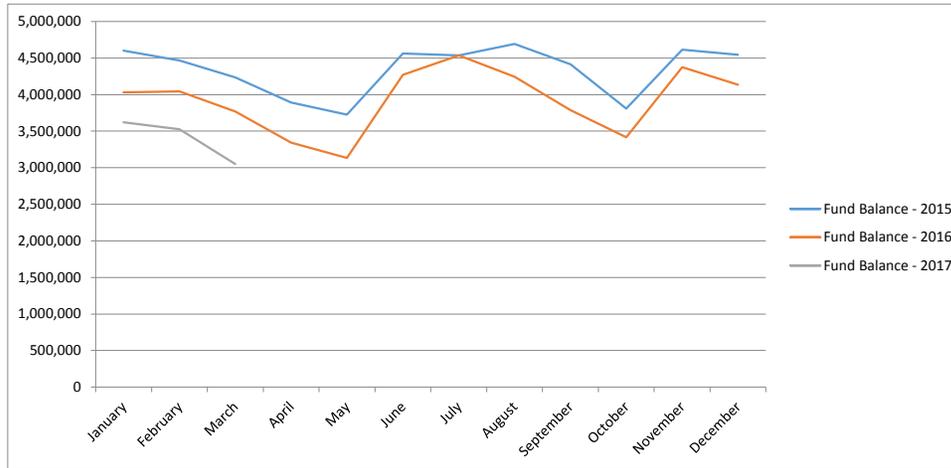


Aitkin County Health and Human Services

Financial Statement for Board

	January	February	March	April	May	June	July	August	September	October	November	December
Fund Balance - 2015	4,600,651	4,463,903	4,236,061	3,892,021	3,727,220	4,560,231	4,534,967	4,690,698	4,413,847	3,806,907	4,615,850	4,544,194
Fund Balance - 2016	4,031,619	4,044,030	3,768,001	3,340,621	3,133,611	4,268,703	4,534,967	4,244,044	3,785,410	3,417,297	4,372,735	4,132,946
Fund Balance - 2017	3,619,229	3,524,864	3,052,378									

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	YTD 2017
Revenue:													
Tax Levy	0	0											0
Intergovernmental Revenue	0	0											0
State Revenue	(18,231)	(73,976)											(92,207)
Federal Revenue	(73,411)	(246,644)											(320,055)
Third Party Revenue	(14,677)	(30,438)											(45,115)
Misc. Revenue/Pass Thru	(20,882)	(13,003)	(154)										(34,039)
Expenditure:													
Payments for Recipients	140,882	196,989	122,862										460,732
Payroll	433,107	312,632	312,531										1,058,270
Services/Charges and Fees	33,393	16,350	19,989										69,732
Travel and Insurance	39,506	2,407	5,013										46,925
Supplies and Small Equipment	4,846	28,485	2,147										35,478
Capital Outlay	0	0	0										0
Misc. Expenditure/Pass Thru	9,649	10,146	8,099										27,894
Net:	534,182	202,947	470,486	0	1,207,616								

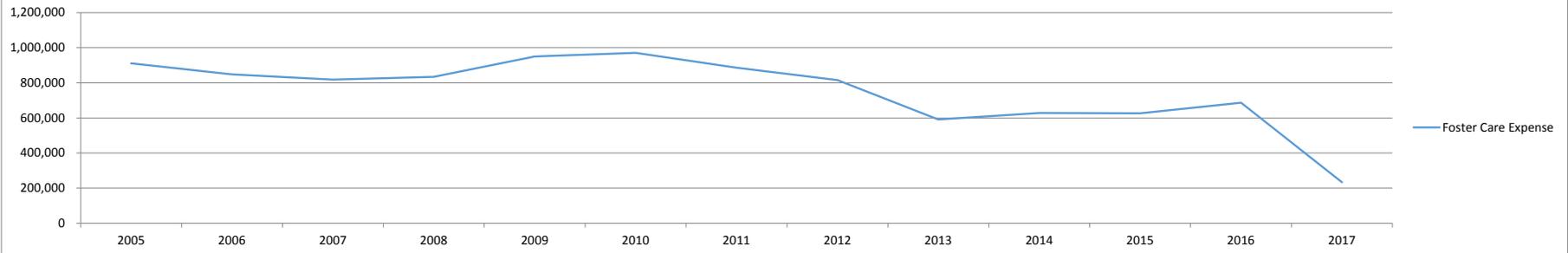


Foster Care Report

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Foster Care Expense	911,375	847,823	818,453	834,512	950,273	970,888	886,243	816,028	590,994	628,755	626,426	686,956	233,733
# of Children	69	73	75	63	64	57	56	49	50	53	65	62	

Foster Care	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Child Shelter	339	3,017	5,139	0	850	0	177	2,696	2,817	0	1,071	2,384	
ICWA	185	2,448	0	0	709	0	0	0	0	0	0	0	
Corrections	0	35,626	6,465	5,444	4,227	9,488	2,656	6,151	1,378	1,968	0	0	
Treatment Foster Care	0	0	8,451	0	0	33,227	101,130	96,216	79,138	35,418	18,948	0	
ICWA	0	0	0	0	0	0	0	0	0	0	7,870	18,632	2,967
Corrections	0	0	0	33,530	33,811	22,857	0	0	0	0	0	0	
Child Foster Care	388,841	318,577	462,600	384,829	396,552	346,845	167,154	174,298	241,526	158,688	190,403	289,650	57,042
ICWA	22,292	49,915	101,147	131,779	99,413	111,278	138,816	92,451	11,382	24,570	52,441	72,284	29,716
Corrections	1,365	19,740	0	0	0	18,695	11,627	9,783	0	1,998	10,011	0	0
Rule 8	2,750	53,677	12,310	3,174	19,938	14,710	45,321	7,062	0	100	35,955	0	461
ICWA	0	0	0	23,947	10,952	48,097	16,400	25,716	7,306	888	0	0	
Corrections	3,565	0	18,675	8,132	44,677	13,373	17,570	43,317	0	0	0	0	
Correctional	0	0	0	0	0	0	0	0	24,953	0	0	0	40,529
ICWA	0	37,418	46,204	35,438	68,751	103,404	107,921	56,691	21,011	68,770	27,341	47,201	890
Corrections	338,671	264,032	141,084	107,867	120,751	66,821	208,353	188,862	142,442	292,193	142,279	149,222	
Northstar Adoption/Kinship	0	0	0	0	0	0	0	0	0	0	0	1,973	
Extended Foster Care	0	0	0	0	0	0	1,228	0	0	100	0	0	
Electronic Monitoring	2,800	976	1,848	0	1,504	1,201	0	352	2,904	0	0	0	
Rule 5	109,597	56,466	0	61,170	95,415	103,210	70,889	99,575	21,835	119,466	96,403	139,532	99,077
ICWA	0	0	7,175	36,321	42,836	36,960	0	0	36,571	0	48,012	27,891	
Corrections	28,130	0	0	0	0	0	0	0	0	0	0	0	
Respite	1,889	428	115	882	7,862	34,851	8,645	9,183	2,358	919	5,765	1,276	1,030
Child Care	5,369	1,406	2,178	0	671	1,579	1,167	0	718	592	4,495	981	179
Health Services	5,546	386	695	0	455	82	194	382	111	2,607	3,108	195	85
Transportation	4,514	4,436	5,897	5,464	10,803	9,584	10,268	7,188	14,129	9,790	7,789	6,098	3,301
Total Foster Care Expenses:	915,854	848,548	819,983	837,977	960,176	976,259	909,516	819,923	610,578	718,066	651,892	757,319	235,277

Foster Care Expense



AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

March 1, 2017

- Committee Members Present:** Marlene Abear
Holly Bray
Roberta Elvecrog
Carole Holten
Kevin Insley
Joy Janzen
Lynette Maas
Bob Marcum
Bev Mensing, Red Cross
Jon Moen, AFSCME Union Rep.
Penny Olson
Amanda Voller, Workforce Center
Commissioner Bill Pratt
Commissioner Laurie Westerlund
- Others Present:** Kim Larson, Adult Social Service Supervisor
Carol Rollins, Social Worker
Linda Nelson, Clerk to the Advisory Committee
Cynthia Bennett, Director H&HS
Jessi Schultz - Child/Family Social Service Supervisor
- Guests:** Joel Hoppe
- Absent:** Kim DeMenge
Kristine Layne - Riverwood HealthCare

I. Approval of Agenda

Motion by Bev Mensing, seconded by Joy Janzen, and carried; the vote was to approve the Agenda

II. Approval of Minutes of the February 1, 2017 Meeting

Motion by Laurie Westerlund, seconded by Carole Holten, and carried; the vote was to approve the Minutes of the February 1, 2017 meeting.

III. Committee Member Input / Updates - Must be informational in nature, relative to Aitkin County Health & Human Services and not exceed (5) minutes per person.

Jessi Goble requested a change to April's agenda in that she wants to discuss METS/MNSure and move the LTC segment to the August Agenda.

Roberta announced the resignation of Shirley Scharrer from the H&HS Advisory Committee.

IV. Introduction of Joell Miranda, Potential New Member to the Committee & Introductions of Committee Members to Joell.

V. Adult Protection/MAARC - Carol Rollins / Kim Larson

Kim Larson handed out info on Minnesota Adult Abuse Reporting Center (MAARC), and MN Statute 626.557 and 626.5572 Maltreatment of Vulnerable Adults to the committee.

She noted that the MAARC system has been in place since 2015 - new state reporting system. Talked about mandated reporters and their responsibilities of reporting suspected maltreatment. When report received from MAARC if considered a EPC needs to be addressed within 24 hours, have an AP screening team and APS team to get opinions on report and develop a safety plan.

Carol reported that Adult Protection is for those 18 or older, who might be at potential harm and can't protect themselves. Types of adult maltreatment - Self-Neglect, Physical, Emotional/Mental, Verbal, Sexual, Financial Exploitation, and Caregiver/taker neglect. Safety is the utmost importance. Set safety plans. Praised our AP team in Aitkin County in the job that they do which includes law enforcement, county attorney's office, social workers.

VI. Continuation of Discussion from the December/January/February meetings with respect to the Purpose of the Advisory Committee & the 2017 Meetings

A. Updated discussion points for committee members to review.

B. Discuss activities committee members would be interested in participating in.

VII. McGregor Community Meal Sign-up - Sign-up sheet was circulated to committee members who signed up for very aspects of serving and providing food for the meal.

Roberta sent around a sign up sheet for the McGregor Community meal and Linda Nelson will email a reminder to the team one week in advance.

VIII. Comments:

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

Talk about a tool to be developed with talking points for Board Meetings.

B. Feedback from the Board Meeting

1. February 28, 2017 – Marlene Abear & Shirley Scharrer

Marlene reported that the meeting was very brief.

Topics addressed at today's meeting for upcoming Board Meeting - By Laws, Adult Services report on the MAARC System, and serving of the McGregor Community Meal on 3/22/17.

C. Committee Members scheduled to attend upcoming Board Meetings in 2017

MARCH 28	Kristine Lane	Amanda Voller
APRIL 25	Bob Marcum	Penny Olson
MAY 23	Kevin Insley	Joy Janzen
JUNE 27	Carole Holten	Marlene Abear
JULY 25	_____	_____
AUGUST 22	Shirley Scharrer	_____
SEPTEMBER 26	Carole Holten	Lynette Maas
OCTOBER 24	Bob Marcum	_____
NOVEMBER 28	_____	_____
DECMEBER 19	Jon Moen	_____

IX. Adjourn

Motion by Lynette Maas, seconded by Bev Mensing, and carried; the vote was to adjourn the meeting at 4:43 p.m.

Roberta Elvecrog, Chairperson

Linda Nelson, 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 February 1, 2017, Advisory Committee Meeting
- Draft Copy of the February 28, 2017 Health & Human Services Board Meeting Minutes
- McGregor Community Meal Sign-Up Sheet
- MAARC - Minnesota Adult Abuse Reporting Center card
- MAARC - Minnesota Adult Abuse Reporting Center Brochure
- Maltreatment of Vulnerable Adults - MN Statute 626.557 and 626.5572
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