



**AITKIN COUNTY HEALTH & HUMAN SERVICES
COUNTY BOARD MEETING MINUTES
December 19, 2017**

Attendance

The Aitkin County Board of Commissioners met this 19th day of December, 2017 at 9:04 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair J. Mark Wedel, Commissioners Laurie Westerlund, Anne Marcotte, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Fiscal Supervisor Carli Goble, Public Health Supervisor Erin Melz, Social Services Supervisor-Adult Services Kim Larson, Social Services Supervisor-Children's Services Jessi Schultz, Health & Human Services Administrative Assistant Shawn Speed, and Guests: Jon Moen/H&HS Advisory Committee Member, Kristine Layne/H&HS Advisory Committee Member, and Brielle Bredsten/Aitkin Independent Age.

Agenda

Shawn Speed requested two additions to the Agenda, the WIC Agreement, Item V.B. and the Riverwood Healthcare Center Family Planning Contract, Item V.C. All Commissioners agreed to the additions.

Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the December 19, 2017, 2017 Health & Human Services Board agenda.

Minutes

Cynthia Bennett requested the minutes be changed to reflect Carli Goble as the Fiscal Supervisor versus an Accounting Technician. All Commissioners agreed.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the November 28, 2017 Health and Human Services Board minutes with change.

Bills

Carli Goble, Fiscal Supervisor, presented the bills to the board. Noted that there were less payments due to the meeting being a week earlier than usual for the holidays.

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the bills.

Health & Human Services Director Reports, Cynthia Bennett H&HS Director

Building Updates –

1. Basement is progressing nicely, a lot of progress has been made. Walls, floors, electrical, ceiling, lighting, and painting has been completed. New doors and trim are going in as we speak.
2. New security door has been installed inside of the north entrance to HHS so we can maintain the security of HHS after people move into the new basement offices.
3. Lobby has also started to transform nicely. The painting of the walls is completed and we have started on the metal blue doors, the carpet has been removed and the floor has been prepped for the new flooring. Anticipated work in the next month include the flooring installation and furniture assembly.

4. Hope to have a walk through tour of both the lobby and basement upon final completion.

Looking Ahead 2018 –

1. Looking to complete the John Maxwell Leadership Train-the-Trainer course. By late spring will offer some in house training and then towards fall reach out to our community partners to see what their needs might be and offer some training opportunities if they so desire.
2. Plan to attend the John Maxwell Leadership Conference in the end of February.
3. Also will be focusing in 2018 on strengthening our infrastructure. We will start with small steps that include updating the Mission, Vision, and Values. These basic platforms are important as they set the tone of the agency's culture and have been proven to improve morale, employee satisfaction, retention, and productivity.
4. Our goal is to shape the growth of our culture rather than permitting random growth that may not support a healthy work environment.
5. In addition, we are hoping to better identify gaps in services and keep a pulse on the happenings in our county to better respond to the needs of our residents. One way we will accomplish this is through the Community Health Assessment which we will be conducting in the next year.

Commissioner Wedel asked if there were any legislative changes coming up in the next year.

Cynthia responded that at the last AMC meeting that the HHS Committee met and had a long list of legislative priorities that were brought before them, one useful priority is to instill requirements related to software changes. For example DHS would need to pilot any new software to avoid experiencing major issues such as those which happened with the new METS system.

Kim Larson added that the Region 5 Mental Health Initiative met last week and hopes to utilize grant dollars to create a program to work with people to prevent the revolving door for them in and out of corrections.

Commissioner Marcotte asked if there were any conversations relating to chemical dependency placements and Kim answered her question to her satisfaction.

Commissioner Wedel ended the discussion by asking us to ask Representative Dale Lueck and Senator Carrie Ruud to come to the January or February Board Meeting to discuss more legislative priorities.

Contracts/Agreements

Ambulance Service contract renewal between Meds-1 Ambulance Service – Grand Rapids and ACH&HS. Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the contract renewal.

WIC Agreement renewal between Bethesda Lutheran Church of Malmo and ACH&HS. Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the contract renewal.

Family Planning Contract renewal between Riverwood Health Care Center and ACH&HS. Commissioner Wedel asked if the contract included abortion funding and was assured that it did not before putting it forth for a motion. Motion by Commissioner Marcotte, seconded by Commissioner Niemi and carried, all members voting yes to approve the contract renewal.

County Child Support Program Interagency Cooperative Agreement renewal between the State of Minnesota and ACH&HS. This is a 2 year agreement that allows us to obtain the 66% federal

funds for Child Support. Only changes beside the effective dates are a slight rise in the rates to the Sheriff's Department and the County Attorney's Office. Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to approve the contract renewal.

Financial Reports

Carli Goble reviewed the financial statement for the board-

- 1) We are on budget overall at around 95% and should end around 98% for the year.

Committee Reports

H&HS Advisory Committee – Commissioner Westerlund and/or Pratt

- 1) Committee member Jon Moen and Kristine Layne provided details of their last meeting, held December 6, 2017.
 - a. As always was a good meeting, minutes are attached.

NEMOJT Update – Commissioner Niemi

- 1) Received a presentation, at the last meeting, on AOI and how they are helping high schools prepare students to enter the workforce upon graduation with knowledge of industrial arts training and trades.
- 2) Also mentioned how NEMOJT considers the Aitkin office as the model for all others and wants to emulate that at their other offices.

CJI Update – Commissioner Westerlund

- 1) Pick up orders or Immediate Custody orders, talked about which departments were going to do what.

CHB Update – Commissioner Westerlund

- 1) Talked about budget, that Maggie Rothstein had accepted the administrator position for the CHB, and that they were looking for a new member from Itasca County.
- 2) Had a presentation on Diabetes prevention and about alcohol, tobacco, and other drugs.
- 3) Looking to be more proactive on the consumption of alcohol and tobacco with the high schools utilizing a more positive campaign versus the traditional negative.

The meeting was adjourned at 9:54 a.m.

Next Meeting – January 23, 2018