

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
March 25, 2014**

I. Attendance

The Aitkin County Board of Commissioners met this 25th day of March, 2014, 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, Brian Napstad, Don Niemi, and Laurie Westerlund; and others present included: Interim County Administrator Roxy Traxler; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog and Dave Leaf, H&HS Advisory Committee Members; and Kathleen Pakkarinen, Aitkin Independent Age.

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 as mailed/posted.

III. Review February 25, 2014 Health & Human Service Board Minutes

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried, the vote was to approve the January 28, 2014, Health & Human Services Board Meeting Minutes.

IV. Review Bills

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried, the vote was to approve the Bills as presented this date.

V. FYI:

A. PH Update: Health in All Policies - Video Conference is scheduled for Tuesday, April 22nd from Noon to 1 p.m. in the Sheriff Meeting Room. Commissioners are invited to attend and indicated they would work their agenda around attending that presentation. Tom Burke introduced Erin Melz as the new Public Health Supervisor.

B. Vulnerable Adults Reporting – Tom Burke discussed the fact that Aitkin County was recognized for our timeliness in forwarding Vulnerable Adults reports to the State. He noted that this is strictly a measure of paperwork and how quickly it is sent to the State (within two days) and all but two of our reports for the year were received by the State on time. We met the criteria of 95% and actually exceeded it with 97.8%.

VI. Administrative Reports:

A. Financial & Transportation Reports – Kathy Ryan reviewed the Financial, Foster Care and Transportation reports with the Board. She noted that transportation costs were higher due to taxi rides which do not allow us to bill for reimbursement at this time. The foster care report reflecting the 2013 reimbursement was added in as it is usually a quarter behind. Kathy also noted that our expenditures will be higher than our revenue and that is due to the fact that our levy was lowered by \$600,000 so the budget will not look as balanced as it has in the past.

B. 2013 Year End Report – Kathy Ryan gave a presentation reviewing the 2013 Year End Financial Report for H&HS.

VII. Committee Reports from Commissioners

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Dave Leaf & Darlene Hlidek Draft minutes of the March 5, 2014 meeting. Dave Leaf noted the Task Forces are in place and continuing. It was also noted that Sue Tange and Diane Eastman gave a presentation on Revenue Streams at the last meeting and the committee served the McGregor Community Meal last week.
- B. AEOA Committee Updates- Commissioner Niemi – Reports postponed due to lack of time.
- C. NEMOJT Committee Updates – Commissioner Napstad - Reports postponed due to lack of time.
- D. CJI (Children’s Justice Initiative) – Commissioner Westerlund - Reports postponed due to lack of time.
- E. Lakes & Pines Update – Commissioner Niemi - Reports postponed due to lack of time.

VIII. Break at 10:12 a.m. for 10-15 minutes Next Meeting –April 22, 2014

DRAFT