

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
April 22, 2014**

- 9:05 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review March 25, 2014 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. General/Miscellaneous Information**
 - A. Purchase of ApplicationXtender Connector Software - \$3,100 – Tom Burke**
 - B. Employee (Jessica Schultz) Request for Leave of Absence – Tom Burke**
 - VI. FYI:**
 - A. DHS Letter Commending Staff from Commissioner Lucinda Jesson**
 - B. MnCFSR Onsite Review Instrument ICWA Addendum**
 - VII. Administrative Reports:**
 - A. Financial & Transportation Reports – Kathy Ryan**
 - B. PH Community Assessment – Erin Melz / Amy Wyant**
 - VIII. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte
Meeting updates from Committee Members: Darlene Hlidek
Draft minutes of the April 2, 2014 meeting.**
 - B. AEOA Committee Updates- Commissioner Niemi**
 - C. NEMOJT Committee Updates – Commissioner Napstad**
 - D. CJI (Children’s Justice Initiative) – Commissioner Westerlund**
 - E. Lakes & Pines Update – Commissioner Niemi**
 - IX. Break at 9:___ a.m. for _____ minutes Next Meeting –May 27, 2014**

**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

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 4/18/14 2:59PM
 Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formular Description</u>
<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1 6094 AADA 05-000-000-0000-6800			15,806.79	1ST QTR 2014- SAFE HAVEN GRANT 01/01/2014 03/31/2014		Safe Haven Grant - 2011CWAXK024
6094 AADA			15,806.79	1 Transactions		
2 86359 Aitkin Co Attorney 05-420-640-4800-6263			4,951.25	IVD BILLING JAN'14- MAR'14 01/01/2014 03/31/2014		Contract Legal Services Iv- D
86359 Aitkin Co Attorney			4,951.25	1 Transactions		
3 85003 Aitkin County DAC 05-400-440-0410-6231			31.70	PAPER SHREDDING 03/10/2014 03/31/2014		Services Or Contracts
4 05-400-440-0410-6231			4.89	CLEANING 03/04/2014 03/25/2014		Services Or Contracts
3 05-420-600-4800-6231			82.43	PAPER SHREDDING 03/10/2014 03/31/2014		Services Or Contracts
4 05-420-600-4800-6231			12.69	CLEANING 03/04/2014 03/25/2014		Services Or Contracts
3 05-430-700-4800-6231			97.23	PAPER SHREDDING 03/10/2014 03/31/2014		Services Or Contracts
4 05-430-700-4800-6231			14.97	CLEANING 03/04/2014 03/25/2014		Services Or Contracts
85003 Aitkin County DAC			243.91	6 Transactions		
5 8239 Ameripride Linen & Apparel Services 05-400-440-0410-6405			4.75	CLEANING SUPPLIES 03/04/2014 03/04/2014	2200485516	Supplies- Computer/Office/Meeting
5 05-420-600-4800-6405			12.35	CLEANING SUPPLIES 03/04/2014 03/04/2014	2200485516	Supplies- Computer/Office/Meeting
5 05-430-700-4800-6405			14.57	CLEANING SUPPLIES 03/04/2014 03/04/2014	2200485516	Supplies- Computer/Office/Meeting
8239 Ameripride Linen & Apparel Services			31.67	3 Transactions		
6 12106 Antoine Electric 05-400-440-0410-6630			48.29	FINISH WATER LAB/BSMT BATHROOM 04/01/2014 04/01/2014	13491	Miscellaneous- Capital Expense
6 05-420-600-4800-6630			125.58	FINISH WATER LAB/BSMT BATHROOM	13491	Miscellaneous- Capital Expense

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Vendor Name	Account/Formula	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula	Accr	Amount	Service Dates	Paid On Bhf # On Behalf of Name
6	05-430-700-4800-6630		148.12	04/01/2014 04/01/2014	13491 Miscellaneous- Capital Expense
12106	Antoine Electric		321.99	04/01/2014 04/01/2014	3 Transactions
7	89185 Bethesda Lutheran Church Of Malmo 05-400-410-0413-6301		45.00	01/01/2014 03/31/2014	Wic Space Rentals
	89185 Bethesda Lutheran Church Of Malmo		45.00	1 Transactions	
8	5398 CDW Government, Inc 05-400-440-0410-6405		352.19	03/21/2014 03/21/2014	KQ84315 Supplies- Computer/Office/Meeting
9	05-400-440-0410-6405		33.09	03/21/2014 03/21/2014	KQ93724 Supplies- Computer/Office/Meeting
11	05-400-440-0410-6405		66.96	04/01/2014 04/01/2014	KW33131 Supplies- Computer/Office/Meeting
10	05-400-440-0410-6405		4.96	04/04/2014 04/04/2014	KZ40844 Supplies- Computer/Office/Meeting
9	05-420-600-4800-6405		86.04	03/21/2014 03/21/2014	KQ93724 Supplies- Computer/Office/Meeting
11	05-420-600-4800-6405		174.09	04/01/2014 04/01/2014	KW33131 Supplies- Computer/Office/Meeting
10	05-420-600-4800-6405		12.87	04/04/2014 04/04/2014	KZ40844 Supplies- Computer/Office/Meeting
9	05-430-700-4800-6405		101.49	03/21/2014 03/21/2014	KQ93724 Supplies- Computer/Office/Meeting
11	05-430-700-4800-6405		205.33	04/01/2014 04/01/2014	KW33131 Supplies- Computer/Office/Meeting
10	05-430-700-4800-6405		15.18	04/04/2014 04/04/2014	KZ40844 Supplies- Computer/Office/Meeting
	5398 CDW Government, Inc		1,052.20	10 Transactions	
12	10083 Cedarbrook Lumber Comp 05-400-440-0410-6405		4.19	04/02/2014 04/02/2014	59792 Supplies- Computer/Office/Meeting
12	05-420-600-4800-6405		10.92	04/02/2014 04/02/2014	59792 Supplies- Computer/Office/Meeting

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<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>
12 05-430-700-4800-6405		12.88	DOOR HANDLE- BSMT BATHROOM 04/02/2014 04/02/2014	59792 Supplies- Computer/Office/Meeting
10083 Cedarbrook Lumber Comp		27.99	3 Transactions	
964 Chief Supply Corp				
13 05-400-440-0410-6405		23.00	STERILE GLOVES FOR CLEANING 03/21/2014 03/21/2014	418591 Supplies- Computer/Office/Meeting
13 05-420-600-4800-6405		59.78	STERILE GLOVES FOR CLEANING 03/21/2014 03/21/2014	418591 Supplies- Computer/Office/Meeting
13 05-430-700-4800-6405		70.51	STERILE GLOVES FOR CLEANING 03/21/2014 03/21/2014	418591 Supplies- Computer/Office/Meeting
964 Chief Supply Corp		153.29	3 Transactions	
11749 CREMATION SOCIETY OF MN- MPLS				
14 05-420-650-4800-6810		1,000.00	CO BURIAL 04/05/2014 04/05/2014	County Burials
11749 CREMATION SOCIETY OF MN- MPLS		1,000.00	1 Transactions	
10855 Culligan				
15 05-400-440-0410-6231		20.26	COOLER RENTAL SERVICE 04/01/2014 04/30/2014	150-10016285-1 Services Or Contracts
15 05-420-600-4800-6231		52.68	COOLER RENTAL SERVICE 04/01/2014 04/30/2014	150-10016285-1 Services Or Contracts
15 05-430-700-4800-6231		62.14	COOLER RENTAL SERVICE 04/01/2014 04/30/2014	150-10016285-1 Services Or Contracts
10855 Culligan		135.08	3 Transactions	
88628 Dalco				
16 05-400-440-0410-6405		30.36	TOWELS/TISSUE 04/01/2014 04/01/2014	2729278 Supplies- Computer/Office/Meeting
16 05-420-600-4800-6405		78.94	TOWELS/TISSUE 04/01/2014 04/01/2014	2729278 Supplies- Computer/Office/Meeting
16 05-430-700-4800-6405		93.11	TOWELS/TISSUE 04/01/2014 04/01/2014	2729278 Supplies- Computer/Office/Meeting
88628 Dalco		202.41	3 Transactions	
11984 DataBank IMX				
17 05-420-600-4800-6231		606.34	EDOCS- PROFESSIONAL SERVICES	145000446 Services Or Contracts

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<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
		<u>Amount</u>			
11984	DataBank IMX	606.34	03/11/2014 1 Transactions	03/28/2014	
88880 Datacomm Computers & Networks Inc					
18	05-400-440-0410-6405	2.10	PANDUIT 10 SPOT PLATE 03/28/2014 03/28/2014	7255	Supplies- Computer/Office/Meeting
19	05-400-440-0410-6405	2.55	PANDUIT 4 SPOT PLATE & ADAPTER 04/03/2014 04/03/2014	7309	Supplies- Computer/Office/Meeting
18	05-420-600-4800-6405	5.46	PANDUIT 10 SPOT PLATE 03/28/2014 03/28/2014	7255	Supplies- Computer/Office/Meeting
19	05-420-600-4800-6405	6.63	PANDUIT 4 SPOT PLATE & ADAPTER 04/03/2014 04/03/2014	7309	Supplies- Computer/Office/Meeting
18	05-430-700-4800-6405	6.44	PANDUIT 10 SPOT PLATE 03/28/2014 03/28/2014	7255	Supplies- Computer/Office/Meeting
19	05-430-700-4800-6405	7.82	PANDUIT 4 SPOT PLATE & ADAPTER 04/03/2014 04/03/2014	7309	Supplies- Computer/Office/Meeting
88880 Datacomm Computers & Networks Inc					
		31.00	6 Transactions		
11051 Department of Human Services					
33	05-400-440-0410-6231	303.30	MERIT SYSTEM QE 03/31/14		Services Or Contracts
33	05-420-600-4800-6231	788.58	MERIT SYSTEM QE 03/31/14		Services Or Contracts
34	05-420-640-4800-6231	417.53	CS MONTHLY FED OFFSET FEE 03/01/2014 03/31/2014	A300C410201	Services Or Contracts
29	05-420-650-4400-6025	2,359.94	MA LTC UN 65 03/01/2014 03/31/2014	A300MM6W01I	State/Fed Share - MA
30	05-420-650-4400-6025	1,508.17	MA ESTATE COLLECTIONS- FED 03/01/2014 03/31/2014	A300MM6W01I	State/Fed Share - MA
31	05-420-650-4400-6025	754.08	MA ESTATE COLLECTIONS- ST 03/01/2014 03/31/2014	A300MM6W01I	State/Fed Share - MA
32	05-420-650-4400-6025	330.00	MA EX MH TCM CV 03/01/2014 03/31/2014	A300MM6W01I	State/Fed Share - MA
20	05-420-610-4100-6011	18.75	MAXIS AFDC RECOV PRE TANF 01/01/2014 01/31/2014	A300MX01131I	County Share- Afdc/Mfip
21	05-420-610-4100-6011	18.00	MAXIS MFIP RECOV TANF 01/01/2014 01/31/2014	A300MX01131I	County Share- Afdc/Mfip
22	05-420-620-4100-6011	45.00	MAXIS GA RECOVERIES 01/01/2014 01/31/2014	A300MX01131I	County Share - Ga
23	05-420-630-4100-6011	33.95	MAXIS SNAP RECOVERIES	A300MX01131I	County Share- Food Support

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	<u>Amount</u>			
24	05- 420- 610- 4100- 6011	18.75	01/01/2014 01/31/2014 MAXIS AFDC RECOV PRE TANF	A300MX01132I County Share- Afdc/Mfip
25	05- 420- 610- 4100- 6011	1,031.79	02/01/2014 02/28/2014 MAXIS MFIP RECOV TANF	A300MX01132I County Share- Afdc/Mfip
26	05- 420- 610- 4100- 6011	697.50	02/01/2014 02/28/2014 MAXIS MFIP RECOV STATE	A300MX01132I County Share- Afdc/Mfip
27	05- 420- 620- 4100- 6011	46.50	02/01/2014 02/28/2014 MAXIS GA RECOVERIES	A300MX01132I County Share - Ga
28	05- 420- 630- 4100- 6011	262.41	02/01/2014 02/28/2014 MAXIS SNAP RECOVERIES	A300MX01132I County Share- Food Support
33	05- 430- 700- 4800- 6231	930.12	02/01/2014 02/28/2014 MERIT SYSTEM QE 03/31/14	Services Or Contracts
11051	Department of Human Services	9,564.37	17 Transactions	
1880	Gravelle Plumbing & Heating, Inc			
35	05- 400- 440- 0410- 6630	136.50	03/21/2014 03/21/2014 BATHROOM REMODEL	66256 Miscellaneous- Capital Expense
35	05- 420- 600- 4800- 6630	354.90	03/21/2014 03/21/2014 BATHROOM REMODEL	66256 Miscellaneous- Capital Expense
35	05- 430- 700- 4800- 6630	418.60	03/21/2014 03/21/2014 BATHROOM REMODEL	66256 Miscellaneous- Capital Expense
1880	Gravelle Plumbing & Heating, Inc	910.00	3 Transactions	
2186	Hillyard Inc - Kansas City			
36	05- 400- 440- 0410- 6405	55.06	03/31/2014 03/31/2014 CLEANING/BATHROOM SUPPLIES	601091378 Supplies- Computer/Office/Meeting
36	05- 420- 600- 4800- 6405	143.17	03/31/2014 03/31/2014 CLEANING/BATHROOM SUPPLIES	601091378 Supplies- Computer/Office/Meeting
36	05- 430- 700- 4800- 6405	168.86	03/31/2014 03/31/2014 CLEANING/BATHROOM SUPPLIES	601091378 Supplies- Computer/Office/Meeting
2186	Hillyard Inc - Kansas City	367.09	3 Transactions	
11889	Honeywell International Inc.			
37	05- 400- 440- 0410- 6405	321.43	04/10/2014 04/10/2014 7 VALVE ACTUATORS	5228845168 Supplies- Computer/Office/Meeting
37	05- 420- 600- 4800- 6405	835.72	04/10/2014 04/10/2014 7 VALVE ACTUATORS	5228845168 Supplies- Computer/Office/Meeting
37	05- 430- 700- 4800- 6405	985.72	04/10/2014 04/10/2014 7 VALVE ACTUATORS	5228845168 Supplies- Computer/Office/Meeting

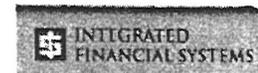
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11889	Honeywell International Inc.		2,142.87	04/10/2014	04/10/2014		
				3 Transactions			
9524	Hudrlik Carpet Service						
38	05- 400- 440- 0410- 6630		389.50	03/13/2014	03/13/2014	20142	Miscellaneous- Capital Expense
39	05- 400- 440- 0410- 6630		42.26	04/01/2014	04/01/2014	20190	Miscellaneous- Capital Expense
38	05- 420- 600- 4800- 6630		1,012.69	03/13/2014	03/13/2014	20142	Miscellaneous- Capital Expense
39	05- 420- 600- 4800- 6630		109.87	04/01/2014	04/01/2014	20190	Miscellaneous- Capital Expense
38	05- 430- 700- 4800- 6630		1,194.46	03/13/2014	03/13/2014	20142	Miscellaneous- Capital Expense
39	05- 430- 700- 4800- 6630		129.60	04/01/2014	04/01/2014	20190	Miscellaneous- Capital Expense
9524	Hudrlik Carpet Service		2,878.38	6 Transactions			
2340	Hyytinen Hardware Hank						
40	05- 400- 440- 0410- 6405		0.18	01/21/2014	01/21/2014	1160528	Supplies- Computer/Office/Meeting
41	05- 400- 440- 0410- 6405		1.60	03/03/2014	03/03/2014	1165930	Supplies- Computer/Office/Meeting
42	05- 400- 440- 0410- 6405		4.34	03/05/2014	03/05/2014	1166137	Supplies- Computer/Office/Meeting
43	05- 400- 440- 0410- 6405		5.02	03/10/2014	03/10/2014	1166859	Supplies- Computer/Office/Meeting
44	05- 400- 440- 0410- 6405		2.26	03/13/2014	03/13/2014	1167418	Supplies- Computer/Office/Meeting
45	05- 400- 440- 0410- 6405		4.34	03/13/2014	03/13/2014	1167438	Supplies- Computer/Office/Meeting
46	05- 400- 440- 0410- 6405		13.04	03/18/2014	03/18/2014	1168042	Supplies- Computer/Office/Meeting
47	05- 400- 440- 0410- 6405		3.50	03/19/2014	03/19/2014	1168217	Supplies- Computer/Office/Meeting
48	05- 400- 440- 0410- 6405		0.09	03/19/2014	03/19/2014	1168259	Supplies- Computer/Office/Meeting
49	05- 400- 410- 0413- 6405		0.18			1168275	Supplies- Computer/Office/Meeting

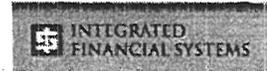
Aitkin County



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50 05-400-440-0410-6405	3.34	03/20/2014 03/20/2014	1169135	Supplies- Computer/Office/Meeting	DUCT TAPE/STAIN
51 05-400-440-0410-6405	19.03	03/26/2014 03/26/2014	1169216	Supplies- Computer/Office/Meeting	WATER LAB SINK PARTS
52 05-400-440-0410-6405	1.72	03/27/2014 03/27/2014	1169253	Supplies- Computer/Office/Meeting	RETURN WATER LAB SINK PARTS
53 05-400-440-0410-6405	4.65	03/27/2014 03/27/2014	1169369	Supplies- Computer/Office/Meeting	FAUCET CONNECTOR
40 05-420-600-4800-6405	0.48	03/28/2014 03/28/2014	1160528	Supplies- Computer/Office/Meeting	ADJ AMT- KEY BSMNT DOOR
41 05-420-600-4800-6405	4.17	01/21/2014 01/21/2014	1165930	Supplies- Computer/Office/Meeting	PAINT BRUSHES/HOOKS
42 05-420-600-4800-6405	11.31	03/03/2014 03/03/2014	1166137	Supplies- Computer/Office/Meeting	PAINT
43 05-420-600-4800-6405	13.06	03/05/2014 03/05/2014	1166859	Supplies- Computer/Office/Meeting	PAINT & BRUSH
44 05-420-600-4800-6405	5.88	03/10/2014 03/10/2014	1167418	Supplies- Computer/Office/Meeting	DUCT WORK PARTS
45 05-420-600-4800-6405	11.31	03/13/2014 03/13/2014	1167438	Supplies- Computer/Office/Meeting	PAINT
46 05-420-600-4800-6405	33.92	03/13/2014 03/13/2014	1168042	Supplies- Computer/Office/Meeting	PAINT
47 05-420-600-4800-6405	9.09	03/18/2014 03/18/2014	1168217	Supplies- Computer/Office/Meeting	PAINT & SCREWS
48 05-420-600-4800-6405	0.23	03/19/2014 03/19/2014	1168259	Supplies- Computer/Office/Meeting	LIGHT SWITCH PLATE
50 05-420-600-4800-6405	8.69	03/19/2014 03/19/2014	1169135	Supplies- Computer/Office/Meeting	DUCT TAPE/STAIN
51 05-420-600-4800-6405	49.48	03/26/2014 03/26/2014	1169216	Supplies- Computer/Office/Meeting	WATER LAB SINK PARTS
52 05-420-600-4800-6405	4.47	03/27/2014 03/27/2014	1169253	Supplies- Computer/Office/Meeting	RETURN WATER LAB SINK PARTS
53 05-420-600-4800-6405	12.08	03/27/2014 03/27/2014	1169369	Supplies- Computer/Office/Meeting	FAUCET CONNECTOR
40 05-430-700-4800-6405	0.56	03/28/2014 03/28/2014	1160528	Supplies- Computer/Office/Meeting	ADJ AMT- KEY BSMNT DOOR
41 05-430-700-4800-6405	4.91	01/21/2014 01/21/2014	1165930	Supplies- Computer/Office/Meeting	PAINT BRUSHES/HOOKS
		03/03/2014 03/03/2014			

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
42	05-430-700-4800-6405		13.34	PAINT	03/05/2014 03/05/2014	1166137	Supplies- Computer/Office/Meeting
43	05-430-700-4800-6405		15.40	PAINT & BRUSH	03/10/2014 03/10/2014	1166859	Supplies- Computer/Office/Meeting
44	05-430-700-4800-6405		6.94	DUCT WORK PARTS	03/13/2014 03/13/2014	1167418	Supplies- Computer/Office/Meeting
45	05-430-700-4800-6405		13.34	PAINT	03/13/2014 03/13/2014	1167438	Supplies- Computer/Office/Meeting
46	05-430-700-4800-6405		40.01	PAINT	03/18/2014 03/18/2014	1168042	Supplies- Computer/Office/Meeting
47	05-430-700-4800-6405		10.72	PAINT & SCREWS	03/19/2014 03/19/2014	1168217	Supplies- Computer/Office/Meeting
48	05-430-700-4800-6405		0.27	LIGHT SWITCH PLATE	03/19/2014 03/19/2014	1168259	Supplies- Computer/Office/Meeting
50	05-430-700-4800-6405		10.24	DUCT TAPE/STAIN	03/26/2014 03/26/2014	1169135	Supplies- Computer/Office/Meeting
51	05-430-700-4800-6405		58.36	WATER LAB SINK PARTS	03/27/2014 03/27/2014	1169216	Supplies- Computer/Office/Meeting
52	05-430-700-4800-6405		5.28	RETURN WATER LAB SINK PARTS	03/27/2014 03/27/2014	1169253	Supplies- Computer/Office/Meeting
53	05-430-700-4800-6405		14.25	FAUCET CONNECTOR	03/28/2014 03/28/2014	1169369	Supplies- Computer/Office/Meeting
2340	Hyytinen Hardware Hank		395.70	40 Transactions			
10313	Lenovo (United States) Inc.						
55	05-400-440-0410-6625		249.99	THINKPAD PRO DOCK- 90W- AW	03/19/2014 03/19/2014	6222746297	Furniture, Fixtures, Etc.
59	05-400-440-0410-6625		249.99	THINKPAD PRO DOCK- 90W- PHN	03/28/2014 03/28/2014	6222796385	Furniture, Fixtures, Etc.
61	05-400-440-0410-6405		29.95	CASE BACKPACK- NEW PHN	03/28/2014 03/28/2014	6222797771	Supplies- Computer/Office/Meeting
60	05-400-440-0410-6625		1,456.05	THINKPAD T440- NEW PHN	04/03/2014 04/03/2014	6222823228	Furniture, Fixtures, Etc.
57	05-430-700-4800-6625		219.99	THINKPAD PRO DOCK- 90W- RP	03/19/2014 03/19/2014	6222746290	Office & Other Equipment
54	05-430-700-4800-6625		249.99	THINKPAD PRO DOCK- 90W- KL	03/19/2014 03/19/2014	6222746297	Office & Other Equipment
56	05-430-700-4800-6625		1,405.84	THINKPAD T440- RP	03/27/2014 03/27/2014	6222791861	Office & Other Equipment

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>				<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
58 05- 430- 700- 4800- 6625			24.00	MOUSE SCROLLPOINT- RP 03/28/2014 03/28/2014	6222796385	Office & Other Equipment
10313 Lenovo (United States) Inc.			3,885.80	8 Transactions		
63 12492 LexisNexis Risk Data Management Inc. 05- 430- 700- 4800- 6231			116.00	FEBRUARY 2014- SERVICES 02/01/2014 02/28/2014	1598721- 201402	Services Or Contracts
62 05- 430- 700- 4800- 6231			116.00	MARCH 2014- SERVICES 03/01/2014 03/31/2014	1598721- 201403	Services Or Contracts
12492 LexisNexis Risk Data Management Inc.			232.00	2 Transactions		
64 89079 McGregor Area Ambulance Service 05- 400- 401- 0000- 6812			1,825.00	AMBULANCE RUNS- MAR'14		Mcgregor Area Ambulance
89079 McGregor Area Ambulance Service			1,825.00	1 Transactions		
65 86580 Mcgregor Public School 15- 452- 000- 0000- 6231			25,000.00	'13- '14 LCTS ALLOCATION		Mcgregor School Services
86580 Mcgregor Public School			25,000.00	1 Transactions		
66 89765 Minnesota Elevator, Inc 05- 400- 440- 0410- 6231			23.42	ELEVATOR SERVICE- APR'14 04/01/2014 04/30/2014	308293	Services Or Contracts
66 05- 420- 600- 4800- 6231			60.89	ELEVATOR SERVICE- APR'14 04/01/2014 04/30/2014	308293	Services Or Contracts
66 05- 430- 700- 4800- 6231			71.82	ELEVATOR SERVICE- APR'14 04/01/2014 04/30/2014	308293	Services Or Contracts
89765 Minnesota Elevator, Inc			156.13	3 Transactions		
67 11132 Mn Dept Of Health 05- 420- 640- 4800- 6379			40.00	IVD PATRNTY AJUD 0015334512- 03 03/18/2014 03/18/2014	631316	Other Iv- D Charges
68 05- 420- 640- 4800- 6379			40.00	IVD PATRNTY AJUD 0015140569- 03 03/18/2014 03/18/2014	631317	Other Iv- D Charges
69 05- 420- 640- 4800- 6379			40.00	IVD PATRNTY AJUD 0015313418- 01 03/18/2014 03/18/2014	634793	Other Iv- D Charges
70 05- 420- 640- 4800- 6379			40.00	IVD PATRNTY AJUD 0011780859- 01 04/07/2014 04/07/2014	650542	Other Iv- D Charges
71 05- 420- 640- 4800- 6379			40.00	IVD PATRNTY AJUD 0011917563- 03	675754	Other Iv- D Charges

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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>
11132 Mn Dept Of Health		200.00	04/10/2014 5 Transactions	
72 89081 North Ambulance Brainerd 05- 400- 401- 0000- 6809		1,935.00	AMBULANCE RUNS- MAR'14 1 Transactions	No. Memorial Ambulance- Aitkin
73 3810 Paulbeck's County Market 05- 400- 440- 0410- 6405		4.34	AGENCY SUPPLIES 03/12/2014	000009273744 Supplies- Computer/Office/Meeting
74 05- 400- 450- 0451- 6405		107.82	HE- PRODUCE 03/20/2014	000009273744 Supplies- Computer/Office/Meeting
73 05- 420- 600- 4800- 6405		11.31	AGENCY SUPPLIES 03/12/2014	000009273744 Supplies- Computer/Office/Meeting
73 05- 430- 700- 4800- 6405		13.34	AGENCY SUPPLIES 03/12/2014	000009273744 Supplies- Computer/Office/Meeting
3810 Paulbeck's County Market		136.81	4 Transactions	
75 4070 Riley Auto Supply 05- 400- 440- 0410- 6405		5.99	SCREWDRIVER SET 03/21/2014	546416 Supplies- Computer/Office/Meeting
75 05- 420- 600- 4800- 6405		15.60	SCREWDRIVER SET 03/21/2014	546416 Supplies- Computer/Office/Meeting
75 05- 430- 700- 4800- 6405		18.40	SCREWDRIVER SET 03/21/2014	546416 Supplies- Computer/Office/Meeting
4070 Riley Auto Supply		39.99	3 Transactions	
76 84172 Riverwood Healthcare Center 05- 400- 430- 0407- 6262		93.60	FAM PLAN- PG TESTS 02/25/2014	03/26/2014 Family Planning Approp
77 05- 400- 430- 0407- 6262		372.60	FAM PLAN- STI TEST/GCDNA & GC 03/26/2014	03/26/2014 Family Planning Approp
84172 Riverwood Healthcare Center		466.20	2 Transactions	
78 5774 Riverwood Healthcare Clinic 05- 400- 430- 0407- 6262		11.70	FAM PLAN- DEPO INJ 02/25/2014	02/25/2014 Family Planning Approp
79 05- 400- 430- 0407- 6262		91.80	FAM PLAN- EXPANDED OFFICE VISIT	Family Planning Approp

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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>
5774	Riverwood Healthcare Clinic		103.50	03/26/2014 2 Transactions		
80	4233 S & T Office Products Inc 05-400-440-0410-6405		4.41	AGENCY SUPPLIES 03/19/2014	01QH0827	Supplies- Computer/Office/Meeting
82	05-400-440-0410-6405		20.67	PH 11 X 11 YELLOW PADS 03/24/2014	01QH2762	Supplies- Computer/Office/Meeting
83	05-400-440-0410-6405		11.99	HANDHELD CALCULATOR 03/26/2014	01QH4118	Supplies- Computer/Office/Meeting
84	05-400-440-0410-6405		0.74	CALCULATOR INK(JL) 03/27/2014	01QH4775	Supplies- Computer/Office/Meeting
85	05-400-440-0410-6405		41.69	AGENCY SUPPLIES 04/03/2014	01QH7582	Supplies- Computer/Office/Meeting
86	05-400-440-0410-6405		7.66	AGENCY SUPPLIES 04/03/2014	01QH7583	Supplies- Computer/Office/Meeting
87	05-400-440-0410-6405		2.41	RTRND DEFECTIVE 2 PKT FOLDERS 04/07/2014	01QH9001	Supplies- Computer/Office/Meeting
80	05-420-600-4800-6405		11.49	AGENCY SUPPLIES 03/19/2014	01QH0827	Supplies- Computer/Office/Meeting
84	05-420-600-4800-6405		1.92	CALCULATOR INK(JL) 03/27/2014	01QH4775	Supplies- Computer/Office/Meeting
85	05-420-600-4800-6405		108.37	AGENCY SUPPLIES 04/03/2014	01QH7582	Supplies- Computer/Office/Meeting
86	05-420-600-4800-6405		19.91	AGENCY SUPPLIES 04/03/2014	01QH7583	Supplies- Computer/Office/Meeting
87	05-420-600-4800-6405		6.29	RTRND DEFECTIVE 2 PKT FOLDERS 04/07/2014	01QH9001	Supplies- Computer/Office/Meeting
80	05-430-700-4800-6405		13.55	AGENCY SUPPLIES 03/19/2014	01QH0827	Supplies- Computer/Office/Meeting
81	05-430-700-4800-6405		50.40	SS 3- HOLE PUNCH 03/21/2014	01QH2360	Supplies- Computer/Office/Meeting
84	05-430-700-4800-6405		2.27	CALCULATOR INK(JL) 03/27/2014	01QH4775	Supplies- Computer/Office/Meeting
85	05-430-700-4800-6405		127.82	AGENCY SUPPLIES 04/03/2014	01QH7582	Supplies- Computer/Office/Meeting
86	05-430-700-4800-6405		23.49	AGENCY SUPPLIES 04/03/2014	01QH7583	Supplies- Computer/Office/Meeting
87	05-430-700-4800-6405		7.42	RTRND DEFECTIVE 2 PKT FOLDERS 04/03/2014	01QH9001	Supplies- Computer/Office/Meeting

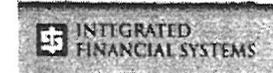
Aitkin County

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>
4233 S & T Office Products Inc		430.26	04/07/2014 18 Transactions	
88 89450 SCPS South Inc 05- 420- 640- 4800- 6379		57.50	IVD SERVICE 0011416735- 08 04/09/2010 04/09/2014	008962 Other Iv- D Charges
89450 SCPS South Inc		57.50	1 Transactions	
89 89003 Seven County Process Servers LLC 05- 420- 640- 4800- 6379		55.00	IVD SERVICE 0011304561- 01 03/21/2014 03/21/2014	7091 Other Iv- D Charges
90 05- 420- 640- 4800- 6379		15.00	IVD SERVICE 0011432167- 01 04/07/2014 04/07/2014	7245 Other Iv- D Charges
89003 Seven County Process Servers LLC		70.00	2 Transactions	
92 86177 Sheriff Aitkin County 05- 420- 600- 4800- 6265		45.00	FRAUD- JAN- MAR'14 01/01/2014 03/31/2014	14- 0085 Sheriff - Fraud Investigation
93 05- 420- 640- 4800- 6270		50.00	IVD SERVICE 0012535745- 01 04/17/2014 04/17/2014	2596 Aitkin Co Sheriff Fees Iv- D
91 05- 430- 700- 4800- 6231		100.00	RR FOSTER CARE 03/27/2014 03/27/2014	2572 Services Or Contracts
86177 Sheriff Aitkin County		195.00	3 Transactions	
94 90486 Sheriff Chisago County 05- 420- 640- 4800- 6379		60.00	IVD SERVICE 0011206867- 02 03/21/2014 03/21/2014	14- 000147 Other Iv- D Charges
90486 Sheriff Chisago County		60.00	1 Transactions	
95 2575 Sheriff Kandiyohi County 05- 420- 640- 4800- 6379		50.00	IVD SERVICE 0011416735- 09 03/31/2014 03/31/2014	2644 Other Iv- D Charges
2575 Sheriff Kandiyohi County		50.00	1 Transactions	
96 86703 Sheriff Pine County 05- 420- 640- 4800- 6379		54.40	IVD SERVICE 0014931223- 02 04/09/2014 04/09/2014	1410338 Other Iv- D Charges

Aitkin County

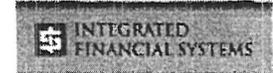


Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor Name</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
86703 Sheriff Pine County		54.40	1 Transactions		
97 4507 Sorenson Root Thompson Funeral Home 05- 420- 650- 4800- 6810		2,650.00	CO BURIAL 03/31/2014 03/31/2014		County Burials
4507 Sorenson Root Thompson Funeral Home		2,650.00	1 Transactions		
98 88859 Spee*Dee- St Cloud 05- 420- 600- 4800- 6231		364.05	IM SERVICE 03/03/2014 03/29/2014	2577706	Services Or Contracts
99 05- 430- 700- 4800- 6231		4.64	SS SERVICE 03/03/2014 03/29/2014	2577706	Services Or Contracts
88859 Spee*Dee- St Cloud		368.69	2 Transactions		
100 86235 The Office Shop Inc 05- 400- 410- 0413- 6405		5.99	WIC AAAA BATTERIES 03/27/2014 03/27/2014	271234- 0	Supplies- Computer/Office/Meeting
102 05- 400- 440- 0410- 6405		2,229.00	PH WORKSTATION(AW) 03/05/2014 03/05/2014	953752- 0	Supplies- Computer/Office/Meeting
103 05- 400- 440- 0410- 6405		798.00	PH WORKSTATION(LP) 03/10/2014 03/10/2014	955730- 0	Supplies- Computer/Office/Meeting
104 05- 400- 440- 0410- 6405		15.89	OSS- FAX TONER 03/10/2014 03/10/2014	955809- 0	Supplies- Computer/Office/Meeting
105 05- 400- 440- 0410- 6405		299.00	PH 3 DRWR FILE CABINET(EM) 03/12/2014 03/12/2014	956018- 0	Supplies- Computer/Office/Meeting
106 05- 400- 440- 0410- 6405		2.51	SILVER WALL BRACKETS 03/24/2014 03/24/2014	956379- 1	Supplies- Computer/Office/Meeting
107 05- 400- 440- 0410- 6405		289.00	CHAIR(LP) 03/26/2014 03/26/2014	956715- 0	Supplies- Computer/Office/Meeting
109 05- 400- 440- 0410- 6405		249.00	MULTI FUNCTION CHAIR(AW) 03/25/2014 03/25/2014	956715- 0	Supplies- Computer/Office/Meeting
108 05- 400- 440- 0410- 6405		119.00	TASK CHAIR(EM) 03/25/2014 03/25/2014	956785- 0	Supplies- Computer/Office/Meeting
112 05- 400- 440- 0410- 6405		34.35	TASK CHAIR(LN) 03/25/2014 03/25/2014	956785- 0	Supplies- Computer/Office/Meeting
101 05- 420- 640- 4800- 6231		357.50	CS COPIER CONTRACT IR3245 03/09/2014 03/08/2015	271328- 0	Services Or Contracts
104 05- 420- 600- 4800- 6405		41.34	OSS- FAX TONER	955809- 0	Supplies- Computer/Office/Meeting

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 Health & Human Services

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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>
106 05- 420- 600- 4800- 6405		6.51	SILVER WALL BRACKETS 03/10/2014 03/10/2014	956379- 1 Supplies- Computer/Office/Meeting
112 05- 420- 600- 4800- 6405		89.31	TASK CHAIR(LN) 03/24/2014 03/24/2014	956785- 0 Supplies- Computer/Office/Meeting
104 05- 430- 700- 4800- 6405		48.76	OSS- FAX TONER 03/25/2014 03/25/2014	955809- 0 Supplies- Computer/Office/Meeting
106 05- 430- 700- 4800- 6405		7.68	SILVER WALL BRACKETS 03/10/2014 03/10/2014	956379- 1 Supplies- Computer/Office/Meeting
110 05- 430- 700- 4800- 6405		249.00	MULTI FUNCTION CHAIR(SN) 03/24/2014 03/24/2014	956715- 0 Supplies- Computer/Office/Meeting
111 05- 430- 700- 4800- 6405		249.00	MULTI FUNCTION CHAIR(JS) 03/25/2014 03/25/2014	956715- 0 Supplies- Computer/Office/Meeting
112 05- 430- 700- 4800- 6405		105.34	TASK CHAIR(LN) 03/25/2014 03/25/2014	956785- 0 Supplies- Computer/Office/Meeting
86235 The Office Shop Inc		5,196.18	19 Transactions	
10930 Tidholm Productions				
113 05- 400- 440- 0410- 6405		8.06	BUSINESS CARDS(AGENCY) 04/02/2014 04/02/2014	69724679 Supplies- Computer/Office/Meeting
113 05- 420- 600- 4800- 6405		20.95	BUSINESS CARDS(AGENCY) 04/02/2014 04/02/2014	69724679 Supplies- Computer/Office/Meeting
113 05- 430- 700- 4800- 6405		24.71	BUSINESS CARDS(AGENCY) 04/02/2014 04/02/2014	69724679 Supplies- Computer/Office/Meeting
114 05- 430- 700- 4800- 6405		79.95	BUSINESS CARDS(KL) 04/02/2014 04/02/2014	69724679 Supplies- Computer/Office/Meeting
115 05- 430- 700- 4800- 6405		79.95	BUSINESS CARDS(SN) 04/02/2014 04/02/2014	69724679 Supplies- Computer/Office/Meeting
10930 Tidholm Productions		213.62	5 Transactions	
Final Total		84,193.41	42 Vendors	203 Transactions

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
	5	59,193.41	Health & Human Services
	15	25,000.00	Aitkin County Collaborative
All Funds		84,193.41	Total

Approved by,

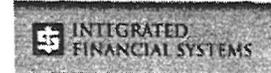
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 Health & Human Services

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Vendor Name</u>	<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Rpt</u>	<u>Amount</u>	<u>Warrant Description</u>	<u>Service Dates</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
								<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
59	86222	AITKIN INDEPENDENT AGE			66.00	Child Care Advertising - Commu			Community Ed & Prevent/Advertising
		05-430-720-3020-6069					03/15/2014 03/19/2014		
	86222	AITKIN INDEPENDENT AGE			66.00	1 Transactions			
57	360	ARROWHEAD ECON OPP AGENCY			16,330.88	MFIP Empl Service- Qtrly Paymen			Mfip- Employment Services
		05-430-720-3370-6038					04/01/2014 06/30/2014		
58		05-430-720-3370-6038			3,209.75	DWP Empl Service- Qtrly Pmt			Mfip- Employment Services
	360	ARROWHEAD ECON OPP AGENCY			19,540.63	2 Transactions			
20	8125	BACKSTROM/MARILYN			70.00	Public guardianship			Public Guardianship Dd
		05-430-750-3950-6020					03/01/2014 03/31/2014		
24		05-430-750-3950-6020			70.00	Public guardianship			Public Guardianship Dd
	8125	BACKSTROM/MARILYN			140.00	2 Transactions			
23	9791	BIEGANEK/JOAN M			105.00	Guardianship/Conservator Activ			Guardianship/Conservatorship
		05-430-760-3950-6020					03/01/2014 03/31/2014		
	9791	BIEGANEK/JOAN M			105.00	1 Transactions			
36	11062	BLAND/KENNETH D			151.00	Relative Custody Assistance			Relative Custody Assistance
		05-430-710-3820-6040					04/01/2014 04/30/2014		
	11062	BLAND/KENNETH D			151.00	1 Transactions			
30	9020	CENTRAL LAKES DRUG TESTING			98.00	Hair Follicle Testing - Health			Health- Related Services
		05-430-710-3180-6020					04/09/2014 04/09/2014		
	9020	CENTRAL LAKES DRUG TESTING			98.00	1 Transactions			
56	87882	Central MN Mental Health Ctr			650.00	Detoxification (Category I)			Detoxification - Other
		05-430-730-3710-6080					07/10/2013 07/11/2013		

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
87882	Central MN Mental Health Ctr		650.00	1 Transactions		
44	12191 COOPER/SHIRLIE 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 04/01/2014 04/30/2014		Relative Custody Assistance
	12191 COOPER/SHIRLIE		87.00	1 Transactions		
55	11051 Department of Human Services 05- 430- 730- 3590- 6072		1,405.86	CCDTF Maintenance of Effort 02/01/2014 02/28/2014		Ccdtf County % State Billings
	11051 Department of Human Services		1,405.86	1 Transactions		
9	91345 ELVECROG/ROBERTA C 05- 430- 750- 3950- 6020		35.00	Public guardianship 03/01/2014 03/31/2014		Public Guardianship Dd
10	05- 430- 750- 3950- 6020		105.00	Public guardianship 03/01/2014 03/31/2014		Public Guardianship Dd
	91345 ELVECROG/ROBERTA C		140.00	2 Transactions		
26	10030 GORDON/DOROTHY 05- 430- 710- 3820- 6040		87.00	Relative custody assistance 04/01/2014 04/30/2014		Relative Custody Assistance
	10030 GORDON/DOROTHY		87.00	1 Transactions		
1	11072 Lutheran Social Service Of Mn- St Paul 05- 430- 750- 3950- 6020		33.08	Public guardianship 03/04/2014 03/11/2014		Public Guardianship Dd
	11072 Lutheran Social Service Of Mn- St Paul		33.08	1 Transactions		
21	12793 MASTRO/TINA 05- 430- 710- 3820- 6040		237.00	Relative Custody Assistance 04/01/2014 04/30/2014		Relative Custody Assistance
	12793 MASTRO/TINA		237.00	1 Transactions		
16	91221 McCormick/John 05- 430- 710- 3820- 6040		268.00	Relative custody assistance 04/01/2014 04/30/2014		Relative Custody Assistance

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<u>Vendor Name</u>	<u>Accr</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
91221 McCormick/John			1 Transactions		
10593 Morrison/Debra					
32 05- 430- 710- 3820- 6040		41.00	Relative custody assistance 04/01/2014 04/30/2014		Relative Custody Assistance
33 05- 430- 710- 3820- 6040		41.00	Relative custody assistance 04/01/2014 04/30/2014		Relative Custody Assistance
10593 Morrison/Debra		82.00	2 Transactions		
91098 Murdock/Amanda					
34 05- 430- 720- 3140- 6020		121.00	3/17- 3/28/14 \$110/2 = \$55, 3/3 03/17/2014 04/11/2014		Other Child Care
91098 Murdock/Amanda		121.00	1 Transactions		
89163 NEMOJT					
53 05- 430- 720- 3370- 6038		16,330.88	MFIP Empl Service- Qtrly Paymen 04/01/2014 06/30/2014		Mfip- Employment Services
54 05- 430- 720- 3370- 6038		3,209.75	DWP Empl Service- Qtrly Pmt 04/01/2014 06/30/2014		Mfip- Employment Services
89163 NEMOJT		19,540.63	2 Transactions		
12538 North Homes, Inc					
49 05- 430- 740- 3890- 6020		82.88	Child respite care 03/08/2014 03/09/2014		Child Mh Respite
12538 North Homes, Inc		82.88	1 Transactions		
10977 NORTHERN PSYCHIATRIC ASSOCIATES					
52 05- 430- 740- 3900- 6020		360.00	Clinical supervision- Child Rul 03/14/2014 03/14/2014		Child Rule 79 Case Mgmt
2 05- 430- 745- 3085- 6020		416.68	Adult outpatient diagnostic as 03/14/2014 03/14/2014		Adult Outpat Diagnostic Assess/Psyc
50 05- 430- 745- 3085- 6020		694.50	Adult outpatient diagnostic as 03/14/2014 03/14/2014		Adult Outpat Diagnostic Assess/Psyc
51 05- 430- 745- 3910- 6020		360.00	Clinical supervision- Adult Rul 03/14/2014 03/14/2014		Adult Rule 79 Case Mgmt
10977 NORTHERN PSYCHIATRIC ASSOCIATES		1,831.18	4 Transactions		
3639 NORTHLAND COUNSELING CTR INC					

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<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>
64 05- 430- 730- 3710- 6020		2,600.00	Detoxification (Category I) 02/27/2014 03/05/2014	Detoxification - Grand Rapids
3639 NORTHLAND COUNSELING CTR INC		2,600.00	1 Transactions	
90748 Oakridge Homes Sils				
7 05- 430- 750- 3340- 6073		444.08	Semi- Independent Living Servic 03/01/2014 03/31/2014	Semi- Independent Living Serv (Sils)
25 05- 430- 750- 3340- 6073		182.39	Semi- Independent Living Servic 03/01/2014 03/31/2014	Semi- Independent Living Serv (Sils)
27 05- 430- 750- 3340- 6073		356.85	Semi- Independent Living Servic 03/01/2014 03/31/2014	Semi- Independent Living Serv (Sils)
90748 Oakridge Homes Sils		983.32	3 Transactions	
12493 Oakridge Support Services - Woodview				
31 05- 430- 745- 3030- 6071		261.07	Client outreach (CSP) 03/10/2014 03/26/2014	Client Outreach - Csp
37 05- 430- 745- 3030- 6071		381.35	Client outreach (CSP) 03/10/2014 03/26/2014	Client Outreach - Csp
12493 Oakridge Support Services - Woodview		642.42	2 Transactions	
89879 OCCUPATIONAL DEVELOPMENT CENTER				
29 05- 430- 745- 3160- 6050		116.00	Transportation for employment 03/01/2014 03/31/2014	Adult Transportation
28 05- 430- 760- 3370- 6050		240.00	Employability- supported employ 03/01/2014 03/31/2014	Employability - Txx
89879 OCCUPATIONAL DEVELOPMENT CENTER		356.00	2 Transactions	
12676 OESTREICH/LINDA J				
15 05- 430- 710- 3820- 6040		35.00	Relative custody assistance 04/01/2014 04/30/2014	Relative Custody Assistance
12676 OESTREICH/LINDA J		35.00	1 Transactions	
3810 PAULBECK'S COUNTY MARKET				
22 05- 430- 710- 3810- 6057		200.00	FC Gift cards - Child family f 03/27/2014 03/28/2014	Family Foster Care
40 05- 430- 710- 3810- 6057		100.00	Child family foster care 03/28/2014 03/28/2014	Family Foster Care
41 05- 430- 710- 3810- 6057		100.00	Child family foster care	Family Foster Care

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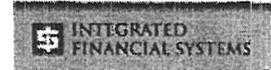


<u>Vendor Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No. Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf # On Behalf of Name</u>
3810 PAULBECK'S COUNTY MARKET		400.00	03/25/2014 03/25/2014 3 Transactions	
45 12669 PETERS/RENEE D. 05- 430- 710- 3820- 6040		57.00	04/01/2014 04/30/2014 Relative custody assistance	Relative Custody Assistance
12669 PETERS/RENEE D.		57.00	1 Transactions	
3 9489 Redwood Toxicology Laboratory, Inc 05- 430- 710- 3180- 6020		6.75	03/11/2014 03/11/2014 Drug testing - Health-related	Health- Related Services
14 05- 430- 710- 3180- 6020		6.75	03/04/2014 03/04/2014 Drug testing - Health-related	Health- Related Services
63 05- 430- 710- 3181- 6020		6.75	03/29/2014 03/29/2014 UA- Health-related services	Drug Testing - CMCC Juveniles
18 05- 430- 710- 3190- 6020		24.50	03/24/2014 03/24/2014 Drug testing - Court-related s	Court Related Services & Activities
35 05- 430- 710- 3190- 6020		6.75	03/29/2014 03/29/2014 Drug testing - Court-related s	Court Related Services & Activities
9489 Redwood Toxicology Laboratory, Inc		51.50	5 Transactions	
19 4242 Ryan & Brucker Ltd 05- 430- 750- 3950- 6020		26.25	03/01/2014 03/31/2014 Public guardianship	Public Guardianship Dd
4242 Ryan & Brucker Ltd		26.25	1 Transactions	
38 12573 SCHLEIFER/DANI 05- 430- 710- 3820- 6040		342.00	04/01/2014 04/30/2014 Relative custody assistance	Relative Custody Assistance
46 05- 430- 710- 3820- 6040		48.00	04/01/2014 04/30/2014 Relative custody assistance	Relative Custody Assistance
12573 SCHLEIFER/DANI		390.00	2 Transactions	
60 86177 SHERIFF AITKIN COUNTY 05- 430- 720- 3980- 6020		40.00	03/11/2014 03/11/2014 Day Care Background Check - Li	License And Resource Development
11 05- 430- 730- 3170- 6050		279.70	04/12/2014 04/12/2014 Detoxification transportation	Detox Transportation

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<u>No.</u> <u>Account/Formula</u>						<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
12	05-430-730-3170-6050		431.25	Detoxification transportation	01/15/2014 01/15/2014		Detox Transportation
13	05-430-730-3170-6050		334.65	Detoxification transportation	01/07/2014 01/07/2014		Detox Transportation
61	05-430-730-3170-6050		107.50	Detoxification transportation	04/12/2014 04/12/2014		Detox Transportation
62	05-430-745-3085-6020		670.07	Jail Inmate MH Service- Home He	01/01/2014 03/31/2014		Adult Outpat Diagnostic Assess/Psyc
47	05-430-745-3160-6050		272.15	Detoxification transportation	02/18/2014 02/18/2014		Adult Transportation
48	05-430-745-3160-6050		95.00	Detoxification transportation	02/12/2014 02/12/2014		Adult Transportation
86177	SHERIFF AITKIN COUNTY		2,230.32	8 Transactions			
12214	Shopko Store Operating Co. LLC						
39	05-430-710-3810-6057		213.53	Initial clothing - Child famil	03/24/2014 03/24/2014		Family Foster Care
42	05-430-710-3810-6057		213.53	Initial clothing - Child famil	03/24/2014 03/24/2014		Family Foster Care
43	05-430-710-3810-6057		213.52	Initial clothing - Child famil	03/24/2014 03/24/2014		Family Foster Care
12214	Shopko Store Operating Co. LLC		640.58	3 Transactions			
9140	SIMAR/CANDACE						
17	05-430-750-3950-6020		70.00	Public guardianship	03/01/2014 03/31/2014		Public Guardianship Dd
4	05-430-760-3950-6020		70.00	Guardianship/conservatorship	03/01/2014 03/31/2014		Guardianship/Conservatorship
9140	SIMAR/CANDACE		140.00	2 Transactions			
12993	WESAW/LISA						
8	05-430-710-3810-6057		221.62	Clothing allowance - Child fam	02/11/2014 02/19/2014		Family Foster Care
12993	WESAW/LISA		221.62	1 Transactions			
90737	Zoglauer Psychological Services						
5	05-430-740-3050-6020		300.00	Child outpatient diagnostic as	02/28/2014 03/18/2014		Child Outpat Assess/Psyc. Testing

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<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>	
6	05-430-740-3050-6020		1,656.25	Child outpatient diagnostic as 02/28/2014 03/18/2014		Child Outpat Assess/Psyc. Testing	
90737	Zoglauer Psychological Services		1,956.25	2 Transactions			
Final Total			55,396.52	34 Vendors	64 Transactions		

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<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	55,396.52	Health & Human Services	
All Funds		55,396.52	Total	Approved by,
			
			

ApplicationXtender Connector

EMC ApplicationXtender Connector enables the seamless integration of business applications to ApplicationXtender—without requiring initial programming or on-going maintenance.

With ApplicationXtender Connector, employees can access information quickly and easily from virtually any business application, including Microsoft Office products, mainframe terminal emulators, and browser-based applications, to make better decisions faster and deliver higher levels of customer service.

EMC ApplicationXtender Connector includes the following features and capabilities:

- Seamlessly integrate ApplicationXtender with any Windows-based business application with no coding required
- Ability to query and view the resulting document list within ApplicationXtender from any Windows-based application
- Ability to ad-hoc import of any document into ApplicationXtender from any Windows-based application
- ApplicationXtender web viewing capabilities to include scanning documents, support for annotations, redactions, and viewing documents without the need for the native applications to be available locally
- Ability to push deployment packages using Microsoft's ClickOnce technology

The ApplicationXtender Connector software will allow accounting staff to access our voucher images from our IFS Financial Software. Staff will click on a warrant number in the IFS system and it will bring up the corresponding scanned voucher. The plan is to expand usage of this software to access other images that are scanned into many of the other programs that we use. This will allow for up to date scanning, less storage and quicker more efficient access.

Description	Purchase Price	Annual Maintenance and Technical Support Agreement	Total Cost for License
5 Concurrent User License Pack	\$2,500.00	\$600.00	\$3,100.00

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

TO: Aitkin County Board of Commissioners
FROM: Tom Burke Director
RE: Employee Request for Leave of Absence
DATE: April 15, 2014

Children's Mental Health Social Worker Jessi Schultz has been studying for a Master of Social Work (MSW) degree for about a year. The next part of her MSW program is to participate in a "field placement," which is a focused, hands-on practicum in an actual social work setting. Her work at ACHHS cannot be considered her field placement; she must participate in a setting that is totally different than her current work. She has made arrangements for her field placement beginning in late August of this year and finishing in December of this year... a total of 15 weeks.

Our agency is very supportive of Jessi's desire to complete an MSW degree. During this last year, Jessi's studies have had no impact on the work or schedules of any of her peers. Jessi has explained that there is more than one option for organizing her field placement. The first option is for the student to have a leave for 15 weeks ending in December 2014. The other two options make the field placement almost eight months long and allow time for the student to continue working at a full-time job. It is the preference of all of us that Jessi takes a leave for the 15 weeks. For that relatively short period of time, we believe each child welfare social worker can take two or three cases out of Jessi's caseload and manage them for those 15 weeks.

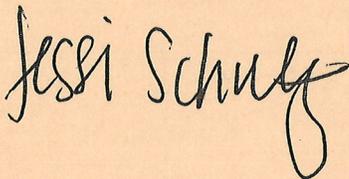
I would like to make the recommendation that Jessi be granted a leave of absence starting August 25, 2014 and ending on December 13, 2014.

TO: Tom Burke
FROM: Jessi Schultz
RE: Leave of Absence
DATE: 4/15/2014

As you know, I have been studying for a Master of Social Work (MSW) degree for about a year. The next part of my MSW program is to participate in a "field placement," which is a focused, hands-on practicum in an actual social work setting. My work at ACHHS cannot be considered a field placement; I must participate in a setting that is totally different than my current work. I have started making arrangements for a field placement beginning in late August of this year and finishing in December of this year... a total of 15 weeks.

The child welfare staff has been very supportive of my desire to complete a MSW degree. During this last year, I do not believe that my studies have had an impact on the work or schedules of any of the rest of my colleagues at ACHHS. I have discussed my situation with Sue and the entire child welfare staff. I have explained that there is more than one option for organizing this field placement. The first option is a leave of absence for 15 weeks ending in December 2014. The other two options make the field placement almost eight months long and allow time for the student to continue working at a part time or full-time job. My preference is to have a 15-week leave of absence so that I am done at the end of this year. It appears also to be the preference of Sue and the staff that I take a leave for the 15 weeks. For that relatively short period of time, we discussed that each child welfare social worker can take two or three cases out of my caseload and manage them for those 15 weeks. Actual dates for the leave of absence will be from August 25, 2014 to December 12, 2015. This may end sooner if the required number of hours is accumulated before the December 12th date.

Thank you for considering my request.





Minnesota Department of **Human Services**

March 13, 2014

Mr. J. Mark Wedel, Chair
 Aitkin County Board of Commissioners
 515 6th Avenue SE
 Aitkin, MN 56431

Dear Commissioner Wedel:

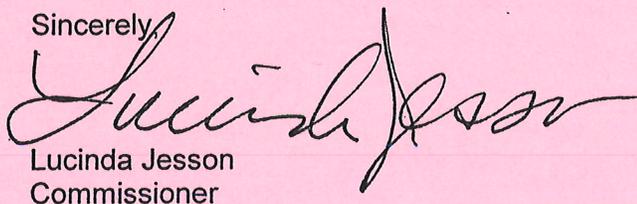
It is my pleasure to commend you and your staff for perfect performance in meeting DHS Human Service financial reporting requirements for calendar year 2013. All key quarterly fiscal reports for programs your county participates in were submitted to our Financial Operations Division on or before the report deadlines and in perfect order. This effort required submission of 32 major reports covering the four calendar quarters of 2013. These reports are:

- LCTS Cost Report (local collaborative)*
- Income Maintenance Expense
- MFIP Consolidated Fund
- Social Service Fund
- Client Statistics
- Title IV-E
- SEAGR
- BRASS—Based Grant Fiscal Report

* If your county participates in a "local collaborative", submission of this report may require the collection of multiple local partner reports for consolidated submission to DHS.

I know this accomplishment requires planning, an efficient operation, and teamwork within your county Human Services Department. The result is timely revenue for your county and compliance with federal reporting for us at the State. Please congratulate your management and staff on this superb effort.

Sincerely,


 Lucinda Jesson
 Commissioner

*Great Work
 Thank
 you.*

cc: Tom Burke, Aitkin County Director

MAR 27 2014

MnCF SR ONSITE REVIEW INSTRUMENT ICWA ADDENDUM

County:	Case Name:	Child's Tribe:
Date Case Reviewed:	Period Under Review:	Reviewer:
Case Number (DHS Reference):		

SAFETY

Item 1: Timeliness of initiating investigations and/or assessments of child maltreatment

Were there child maltreatment reports that were screened in and assigned for a Family Assessment or Investigation during the period under review? (If Item 1 of the main case review instrument is applicable, the answer to this question is "yes" and reviewer should proceed with answering the remainder of the questions. If the answer is "no", reviewer should proceed to Item 3.)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Track Assignment / Changes

1A. If there were reports of non-substantial child endangerment (NSCE) allegations received during the period under review, were any of those reports assigned for a Family Investigation in lieu of a Family Assessment? If the response is "Yes", complete the chart below for each NCSE report assigned for investigation.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

Date of Report	What factors were considered and impacted the decision to assign the report for an investigation versus an assessment?

1B. Did the agency make a change in response tracks for any reports that were assigned for an investigation or assessment during the period under review? If the response is "Yes", complete the chart below for each track change.	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

Date of Report	Track Change		What factors were considered and impacted the decision to change tracks?
	FA to Inv	Inv to FA	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

Notification To / Involvement of Tribe(s)

1C. Did the agency notify the child's tribe that a child maltreatment report was received and screened in for a response (whether FA or FI)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

If yes, describe how and when the child's tribe was notified:

1D. Did the agency invite the child's tribe to participate in either of the following decisions for all reports received during the period under review?	Yes	No	NA
Screening:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Track Assignment:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Describe how the agency invited the child's tribe's participation and/or reasons for not inviting the their participation in the screening and track assignment decisions:

1E. Did the agency invite the child's tribe to participate in all assessments and/or investigations during the period under review?	Yes	No	NA
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Describe how the agency invited the child's tribe's participation and/or reasons for not inviting their participation in the assessment and/or investigation:

Item 3: Services to the family to protect child(ren) in the home and prevent removal or re-entry into foster care

3A. Is Item 3 on the MnCF SR On-site Review Instrument (OSRI) applicable? <i>If the response is "Yes", continue by responding to questions 3B and 3C. If the response is "No", skip questions 3B and 3C and proceed to Item 6 if reviewing a placement case, or Item 17 if reviewing an in-home case..</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	--	---------------------------------------

3B. Did the agency seek input from the child's tribe regarding placement prevention services that would be in the best interests of the child?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

Describe when and how the child's tribe's input was sought:

3C. In addition to efforts described in Item 3 of the main case review instrument, what specific active efforts were made by the agency during the period under review to prevent the breakup of the Indian family?

Safety planning while remaining in the parental home

Describe:

Living arrangement with a non-resident parent

Describe:

Living arrangement with a relative or kin

Describe:

Other, please describe:

PERMANENCY

Item 6: Placement stability

6A. How many placement settings was the child in during the period under review?

6B. Was the child's tribe involved in selecting each placement setting for the child?

Yes

No

NA

Describe how the agency involved the child's tribe in placement setting decisions:

6C. Did the child's tribe receive notice of all placement changes?

Yes

No

NA

Describe how and when notifications were sent to the child's tribe:

Item 7: Permanency goal for the child

7A. Did the agency involve the child's tribe in establishing permanency goals for the child?

Yes

No

NA

Describe how/when the agency involved the child's tribe in permanency planning:

What were the tribe's recommendations related to permanency?

If there was disagreement between the agency and the tribe on the permanency plan/goal, how was that resolved?

If the child's permanency goal is permanent custody to the agency, describe how the agency engaged the tribe in identifying other permanency options:

Item 8: Reunification or permanent transfer of legal and physical custody to a relative

Item 9: Adoption

Item 10: Permanent custody to the agency

A. What is the child's permanency goal?

- Reunification
- Transfer of permanent legal and physical custody to a relative
- Adoption
- Permanent custody to the agency

B. Did tribal representatives consider the agency's efforts to achieve permanency as meeting an "active efforts" standard?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

If yes, describe what the agency did that met the active efforts standard.

If no, indicate additional efforts needed to meet the active efforts standard.

Item 13: Visitation

13A. Is Item 13 on the MnCF SR On-site Review Instrument (OSRI) applicable? <i>If the response is "Yes" continue by responding to question 13B.</i> <i>If the response is "No", skip question 13B and proceed to Item 15.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
--	--	---------------------------------------

13B. Did the tribe have input into the plan for the child's visits with his or her parent(s)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
--	--	---------------------------------------	---------------------------------------

Describe how the child's tribe was engaged or why they were not engaged:

Item 15: Relative placement

15A. Is Item 15 on the MnCF SR On-site Review Instrument (OSRI) applicable? <i>If the response is "Yes", continue by responding to questions 15B and 15C.</i> <i>If the response is "No", skip questions 15B and 15C and proceed to Item 17.</i>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
---	--	---------------------------------------

15B. Did the agency involve the child's tribe in identifying potential family/kin as placement options for the child?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
--	--	---------------------------------------	---------------------------------------

Describe how and when the agency involved the child's tribe in identifying and considering relatives/kin:

15C. Is the child placed with a relative/kin, someone from the child's tribe or in another American Indian home?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
---	--	---------------------------------------	---------------------------------------

If yes, describe the services and/or supports that are in place to support the stability of the child's placement with a relative/kin:

If no, describe why the child was not placed with relative/kin, someone from the child's tribe or in

another American Indian home:

WELL-BEING

Item 17: Needs and services of child, parents and foster parents

17A. Has the caseworker explored cultural practices specific to this child and his/her family?

Yes

No

Describe how and when:

17B. Did the caseworker link the family to cultural supports?

Yes

No

NA

Describe:

17C. Was the child's tribe involved in selecting services for the child and family?

Yes

No

NA

Describe how/when the child's tribe was involved:

17D. Did the agency refer the family to Indian agencies for services?

Yes

No

NA

Describe efforts and/or barriers to referring to Indian agencies:

Item 18: Engagement in Case Planning

18A. Was the child's tribe included in case planning for the child and family?

Yes

No

NA

Describe how/when the child's tribe was involved in case planning:

Item 19: Caseworker Visits with the Child(ren)

Item 20: Caseworker Visits with Parent(s)

A. Did the agency involve the child's tribe in a plan for caseworker visits with:

Yes

No

NA

Child?

Child's mother?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Child's father?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ICWA STANDARDS NOT COVERED IN MnCF SR INSTRUMENT

A. Was the child accurately identified as American Indian in SSIS?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
B. Was the child's tribal affiliation accurately identified and documented in SSIS?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
C. Was the child accurately identified as ICWA eligible in court reports and orders?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>

D. Describe the overall communication patterns between the agency and the tribe specific to this case, including how the agency and tribe collaborated regarding caseworker visits.

E. Did the reviewer identify any barriers to ICWA practice or efforts to engage the child's tribe specific to this case?

- Consider the following:*
- *Training needs (familiarity/experience with ICWA)*
 - *Supervision*
 - *Caseworkers' cultural competence*
 - *Lack of culturally competent services*

F. Include any additional observations:

DHS Use Only			
Question #	Areas Needing Improvement	PIP Recommendation	
		Yes	No
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>
		<input type="checkbox"/>	<input type="checkbox"/>

Aitkin County Health & Human Services

Financial Statement

	Actual Jan-14	Actual Feb-14	Actual Mar-14	Actual Apr-14	Actual May-14	Actual Jun-14	Actual Jul-14
Income:							
Tax Levy							
CPA and In Lieu							
State Revenue	5,195.16	18,476.78	84,181.48				
Federal Revenue	69,159.35	85,703.28	292,903.20				
Revenue From Third Party	11,583.90	14,301.61	13,094.37				
Misc. Revenue	13,909.30	27,832.14	18,090.80	630.40			
Total:	99,847.71	146,313.81	408,269.85	630.40	-	-	-
Expenditures:							
Payments to Recipients	139,694.11	78,958.56	107,147.21	147,872.12			
Salaries and Fringes	304,640.28	265,391.93	274,153.29	288,471.93			
Services and Charges	28,962.91	37,406.81	24,041.12	16,874.41			
Travel and Insurance	46,000.96	3,018.98	4,404.18	3,072.16			
Office Supplies	5,113.72	5,975.17	5,380.48	11,045.71			
Capital Outlay	-	11,385.16	7,707.39	8,186.21			
Misc Expense & Pass Thru	24,117.13	7,351.13	5,998.27	29,378.87			
Total:	548,529.11	409,487.74	428,831.94	504,901.41	-	-	-
Final Totals:	(448,681.40)	(263,173.93)	(20,562.09)	(504,271.01)	-	-	-

Cash Balance as of 04/2013
3,939,200.38

Cash Balance as of 04/2014
4,059,507.05

	YTD 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011	ACTUAL 2010	ACTUAL 2009	ACTUAL 2008	ACTUAL 2007
Income:								
Tax Levy	-	2,470,279.73	2,445,757.88	2,345,969.16	2,333,865.63	2,340,935.73	2,409,856.71	2,303,196.53
CPA and In Lieu	-	314,823.94	131,275.60	236,240.57	235,223.92	321,690.72	303,462.53	389,866.09
State Revenue	107,853.42	686,350.95	723,462.02	736,864.33	611,120.93	632,506.88	936,661.64	790,366.43
Federal Revenue	447,765.83	2,136,553.41	2,161,389.09	2,120,681.67	2,225,918.50	2,266,036.42	2,031,189.00	2,013,560.50
Revenue From Third Party	38,979.88	216,749.43	204,217.36	163,265.77	126,077.60	-	-	-
Misc. Revenue	60,462.64	359,291.46	451,663.65	446,320.68	541,300.99	575,677.90	608,372.74	568,060.27
Total:	655,061.77	6,184,048.92	6,117,765.60	6,049,342.18	6,073,507.57	6,136,847.65	6,289,542.62	6,065,049.82
Expenditures:								
Payments to Recipients	473,672.00	1,417,258.22	1,604,608.63	1,729,427.71	1,862,889.86	1,818,277.01	1,729,049.89	1,827,333.49
Salaries and Fringes	1,132,657.43	3,425,848.90	3,516,455.12	3,602,677.75	3,585,784.86	3,658,299.47	3,300,291.25	3,091,358.49
Services and Charges	107,285.25	423,064.32	397,600.22	271,548.15	305,453.93	295,501.81	327,685.72	271,589.87
Travel and Insurance	56,496.28	89,679.42	87,885.39	96,969.42	107,221.46	125,924.90	125,736.88	91,625.96
Office Supplies	27,515.08	61,402.17	33,369.33	61,209.60	56,501.21	52,262.98	79,742.17	63,677.05
Capital Outlay	27,278.76	52,492.10	120,759.15	23,482.25	33,649.79	68,997.74	35,484.07	24,380.79
Misc Expense & Pass Thru	66,845.40	184,722.83	168,640.01	96,521.72	123,123.15	142,355.79	133,526.22	148,157.71
Total:	1,891,750.20	5,654,467.96	5,929,317.85	5,881,836.60	6,074,624.26	6,161,619.70	5,731,516.20	5,518,123.36
Final Totals:	(1,236,688.43)	529,580.96	188,447.75	167,505.58	(1,116.69)	(24,772.05)	558,026.42	546,926.46

AITKIN COUNTY FOSTER CARE

1998	\$470,228.76	61	2001	\$840,674.02	116	2004	\$1,054,034.05	76
1999	\$619,842.48	68	2002	\$927,493.49	94	2005	\$911,374.91	69
2000	\$663,637.48	85	2003	\$1,210,524.55	81	2006	\$847,823.25	73

	2007	2008	2009	2010	2011	2012	2013	2014
JAN	\$57,760.29	\$51,397.99	\$71,257.41	\$73,496.04	\$78,312.32	\$59,278.73	\$52,334.43	\$38,575.68
FEB	\$94,242.30	\$62,605.01	\$78,980.18	\$82,467.05	\$82,982.51	\$78,783.86	\$50,122.31	\$35,579.24
MARCH	\$67,724.29	\$62,918.27	\$75,728.59	\$75,000.60	\$61,384.45	\$89,386.88	\$44,070.76	\$24,095.99
APRIL	\$74,285.29	\$62,865.11	\$91,603.72	\$79,548.43	\$69,570.36	\$101,195.78	\$52,651.49	\$71,994.81
MAY	\$74,048.44	\$71,824.48	\$74,777.50	\$77,811.48	\$73,398.62	\$70,140.91	\$49,124.55	
JUNE	\$85,395.63	\$79,633.26	\$78,255.63	\$99,039.56	\$92,735.90	\$79,654.30	\$51,198.58	
JULY	\$59,397.74	\$76,076.59	\$84,874.52	\$74,466.67	\$63,530.39	\$68,929.00	\$59,525.43	
AUG	\$66,770.76	\$74,550.01	\$74,213.76	\$97,571.86	\$77,971.22	\$67,386.62	\$50,216.24	
SEPT	\$68,837.51	\$67,930.63	\$74,599.74	\$70,427.32	\$65,924.31	\$66,615.87	\$51,396.77	
OCT	\$52,226.54	\$66,331.65	\$73,431.32	\$89,100.75	\$83,971.03	\$45,407.15	\$47,334.14	
NOV	\$66,203.74	\$77,776.03	\$91,038.51	\$76,359.06	\$78,148.23	\$45,889.63	\$38,819.46	
DEC	\$51,560.49	\$80,602.70	\$81,512.33	\$75,599.03	\$58,313.77	\$43,359.27	\$44,200.11	
TOTAL CHILDREN	\$818,453.02	\$834,511.73	\$950,273.21	\$970,887.85	\$886,243.11	\$816,028.00	\$590,994.27	\$170,245.72
	75	63	64	57	56	49		
	\$818,453.02	\$16,058.71	\$115,761.48	\$20,614.64	(\$84,644.74)	(\$70,215.11)	(\$225,033.73)	(\$420,748.55)
	Decrease	Increase	Increase	Increase	Decrease	Decrease	Decrease	Decrease
	from 2006	from 2007	from 2008	from 2009	from 2010	from 2011	from 2012	from 2013

2012 Foster Care Breakdown

Child Shelter	\$8,847.10
Treatment Foster	\$96,215.62
Child Foster Care	\$276,532.46
Rule 8 FC	\$76,095.10
Corrections	\$245,552.59
Electronic Monitor	\$352.00
Rule 5	\$99,575.24
Respite	\$9,183.36
Child Care	
Health Services	\$382.00
Transportation	\$7,187.58
Total	\$819,923.05

2013 Foster Care Breakdown

Child Shelter	\$4,194.22
Treatment Foster	\$79,138.00
Child Foster Care	\$ 252,908.55
Rule 8 FC	\$7,305.55
Corrections	\$ 188,405.85
Electronic Monitor	\$2,904.00
Rule 5	\$58,405.55
Respite	\$2,358.48
Child Care	\$718.00
Health Services	\$110.87
Transportation	\$14,128.68
Total	\$610,577.75

2014 Foster Care Breakdown Year to Date

Child Shelter	\$1,148.00
Treatment Foster	\$12,869.56
Child Foster Care	\$ 57,015.18
Rule 8 FC	\$99.57
Corrections	\$ 79,722.30
Electronic Monitor	
Rule 5	\$20,233.39
Respite	
Child Care	\$44.00
Health Services	\$151.56
Transportation	\$3,596.82
Total	\$174,880.38

2011 Foster Care Reimbursement

IV-E	\$75,838.00
Rule 5	\$103,505.70
Recoveries	\$127,343.92
Total	\$306,687.62

2012 Foster Care Reimbursement

IV-E	\$73,551.00
Rule 5	\$59,512.99
Recoveries	\$112,766.58
Total	\$245,830.57

2013 Foster Care Reimbursement

IV-E	\$105,518.00
Rule 5	\$8,501.46
Recoveries	\$126,112.23
Total	\$240,131.69

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2011 expenses.

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2012 expenses.

Recoveries include IV-E recoveries from IV-D and Admin recoveries from SSI.

Recoveries may be collected long after child has left placement.

IV-E and Rule 5 equals what has been paid to the county for 2013 expenses.

2010 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$9,488.00	\$0.00	\$9,488.00	\$0.00
Treatment Foster	\$56,083.53	\$33,226.63	\$22,856.90	\$0.00
Child Foster Care	\$476,817.55	\$346,845.36	\$18,694.69	\$111,277.50
Rule 8 FC	\$76,179.08	\$14,709.60	\$13,372.90	\$48,096.58
Corrections	\$170,224.47	\$0.00	\$66,820.90	\$103,403.57
Home Monitoring/Spec. Equip	\$1,201.39	\$721.39	\$480.00	\$0.00
Rule 5	\$140,169.52	\$103,209.65	\$0.00	\$36,959.87
Respite	\$34,850.93	\$34,065.68	\$0.00	\$785.25
Child Care	\$1,579.00	\$1,579.00	\$0.00	\$0.00
Health Services	\$81.56	\$81.56	\$0.00	\$0.00
Transportation	\$9,584.21	\$9,584.21	\$0.00	\$0.00

Total \$976,259.24 \$544,023.08 \$131,713.39 \$300,522.77

Total \$976,259.24

2011 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$2,832.90	\$177.00	\$2,655.90	\$0.00
Treatment Foster	\$101,130.13	\$101,130.13	\$0.00	\$0.00
Child Foster Care	\$317,597.09	\$167,153.57	\$11,627.25	\$138,816.27
Rule 8 FC	\$79,291.48	\$45,321.48	\$17,569.80	\$16,400.20
Corrections	\$316,273.71	\$0.00	\$208,352.80	\$107,920.91
18-21	\$1,228.00	\$1,228.00	\$0.00	\$0.00
Rule 5	\$70,889.29	\$70,889.29	\$0.00	\$0.00
Respite	\$8,645.32	\$7,336.52	\$0.00	\$1,308.80
Child Care	\$1,166.65	\$1,166.65	\$0.00	\$0.00
Health Services	\$193.65	\$193.65	\$0.00	\$0.00
Transportation	\$10,267.87	\$10,267.87	\$0.00	\$0.00

Total \$909,516.09 \$404,864.16 \$240,205.75 \$264,446.18

Total \$909,516.09

2012 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$8,847.10	\$2,696.30	\$6,150.80	\$0.00
Treatment Foster	\$96,215.62	\$96,215.62	\$0.00	\$0.00
Child Foster Care	\$276,532.46	\$174,297.88	\$9,783.11	\$92,451.47
Rule 8 FC	\$76,095.10	\$7,061.90	\$43,317.20	\$25,716.00
Corrections	\$245,552.59	\$0.00	\$188,861.99	\$56,690.60
Electronic Monitoring	\$352.00	\$0.00	\$352.00	\$0.00
Rule 5	\$99,575.24	\$99,575.24	\$0.00	\$0.00
Respite	\$9,183.36	\$7,811.86	\$0.00	\$1,371.50
Child Care	\$0.00	\$0.00	\$0.00	\$0.00
Health Services	\$382.00	\$382.00	\$0.00	\$0.00
Transportation	\$7,187.58	\$7,187.58	\$0.00	\$0.00

Total \$819,923.05 \$395,228.38 \$248,465.10 \$176,229.57

Total \$819,923.05

2013 Foster Care Breakdown

	Total	Social Service	Corrections	ICWA
Child Shelter	\$4,194.22	\$2,816.72	\$1,377.50	\$0.00
Treatment Foster	\$79,138.00	\$79,138.00	\$0.00	\$0.00
Child Foster Care	\$252,908.55	\$241,526.46	\$0.00	\$11,382.09
Rule 8 FC	\$7,305.55	\$0.00	\$0.00	\$7,305.55
Corrections	\$188,405.85	\$24,953.28	\$142,441.58	\$21,010.99
Electronic Monitoring	\$2,904.00	\$2,596.00	\$308.00	\$0.00
Rule 5	\$58,405.55	\$21,834.76	\$0.00	\$36,570.79
Respite	\$2,358.48	\$2,258.48	\$0.00	\$100.00
Child Care	\$718.00	\$718.00	\$0.00	\$0.00
Health Services	\$110.87	\$110.87	\$0.00	\$0.00
Transportation	\$14,128.68	\$14,128.68	\$0.00	\$0.00

Total \$610,577.75 \$390,081.25 \$144,127.08 \$76,369.42

Total \$610,577.75

2014 Foster Care Breakdown Year to Date

	Total	Social Service	Corrections	ICWA
Child Shelter	\$1,148.00	\$0.00	\$1,148.00	\$0.00
Treatment Foster	\$12,869.56	\$12,869.56	\$0.00	\$0.00
Child Foster Care	\$57,015.18	\$55,128.15	\$0.00	\$1,887.03
Rule 8 FC	\$99.57	\$99.57	\$0.00	\$0.00
Corrections	\$79,722.30	\$0.00	\$74,236.30	\$5,486.00
Electronic Monitoring	\$0.00	\$0.00	\$0.00	\$0.00
Rule 5	\$20,233.39	\$20,233.39	\$0.00	\$0.00
Respite	\$0.00	\$0.00	\$0.00	\$0.00
Child Care	\$44.00	\$44.00	\$0.00	\$0.00
Health Services	\$151.56	\$151.56	\$0.00	\$0.00
Transportation	\$3,596.82	\$3,596.82	\$0.00	\$0.00

Total \$174,880.38 \$92,123.05 \$75,384.30 \$7,373.03

Total \$174,880.38

AITKIN COUNTY VOLUNTEER DRIVER TRANSPORTATION

MONTH	MEDICAL TRANSPORTS COMPLETED	OTHER TRANSPORTS COMPLETED*	TRANSPORTS CANCELED OR NO SHOWS	TOTAL TRANSPORTS ARRANGED	COUNTY EXPENSE FOR MEDICAL TRANSPORTS
APRIL	62	2	12	76	\$844.11
MAY	83	0	14	97	\$887.39
JUNE	59	4	12	75	\$1,150.84
JULY	44	0	9	53	\$520.04
AUGUST	50	5	20	75	\$207.43
SEPT	45	3	8	56	\$276.54
OCT	74	2	10	86	\$476.00
NOV	60	0	7	67	\$877.18
DEC	36	0	16	52	\$674.36
JAN '14	70	4	11	85	\$644.64
FEB '14	46	0	13	59	\$780.40
MARCH	55	8	17	80	\$1296.64
APRIL					\$597.24

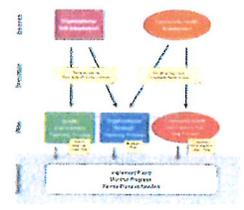
*COURT, MEDICAL W/NO TRANSPORTATION (SUCH AS MN CARE), VISITATION, ETC.

THE FIVE PARTS OF LOCAL PUBLIC HEALTH ASSESSMENT AND PLANNING

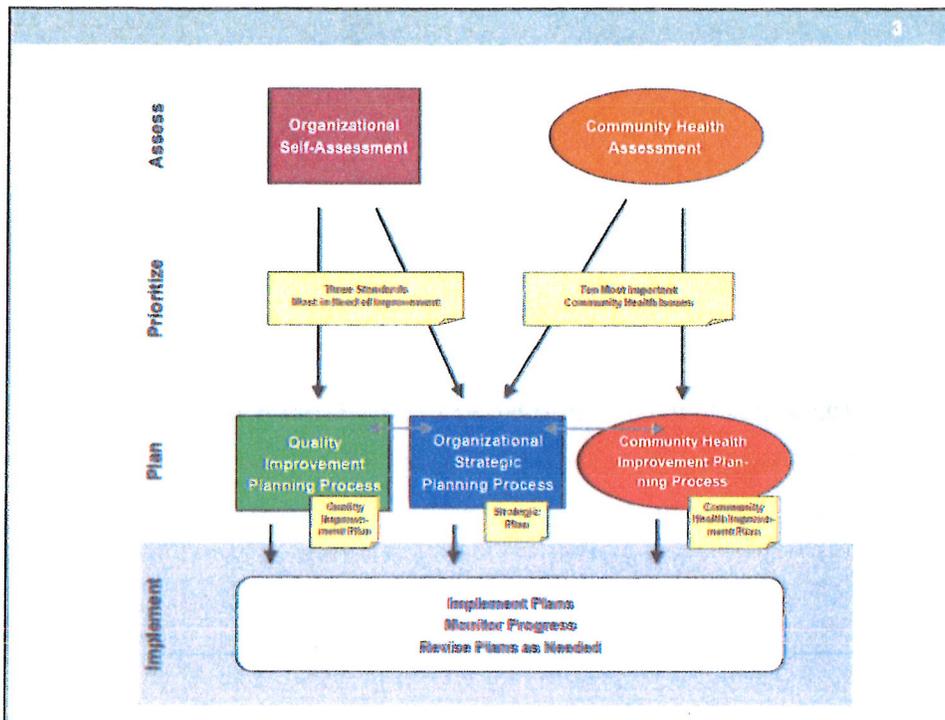
Reporting Period: January 1, 2010 – December 31, 2014

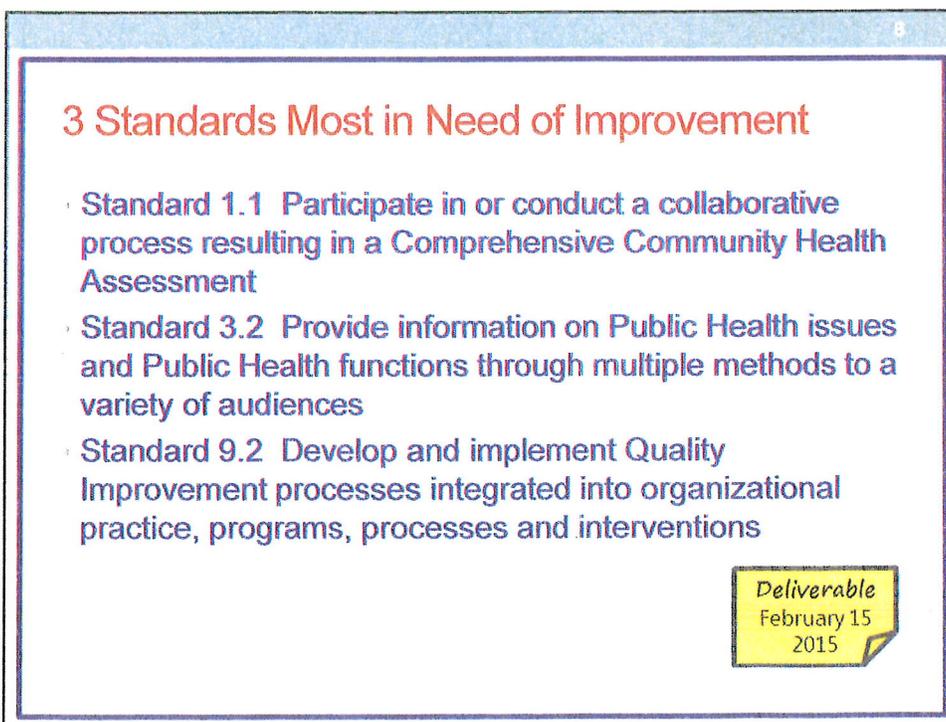


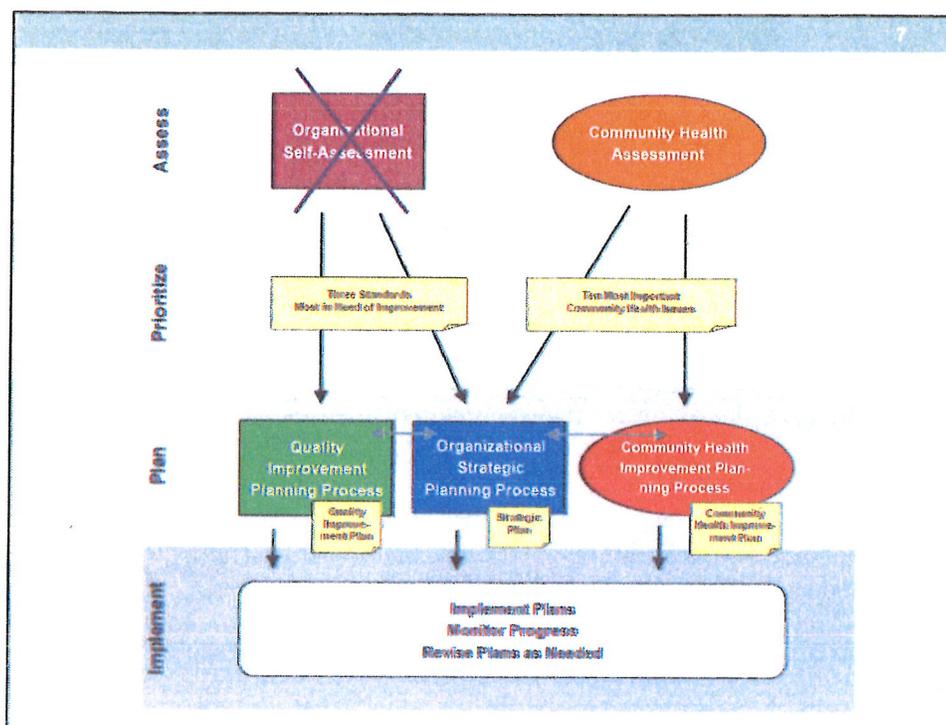
Alphabet Soup



- LPH—Local Public Health
- LPHAPP—Local Public Health Assessment and Planning Process
- PHAB—Public Health Accreditation Board
- CHB—Community Health Board
- CHS—Community Health Services
- CHA—Community Health Assessment
- MDH—Minnesota Department of Health
- Triad—Aitkin-Itasca-Koochiching CHS
- CHIP—Community Health Improvement Plan
- QI—Quality Improvement







About: Community Health Assessment (CHA)

WHAT:

- Collecting, analyzing and using data to educate and mobilize communities, develop priorities, garner resources and plan actions to improve public health; and
- The systematic collection and analysis of data in order to provide a basis for decision making

PURPOSE:

- Provides a foundation
- Identifies factors
- Describes
- Assures

8

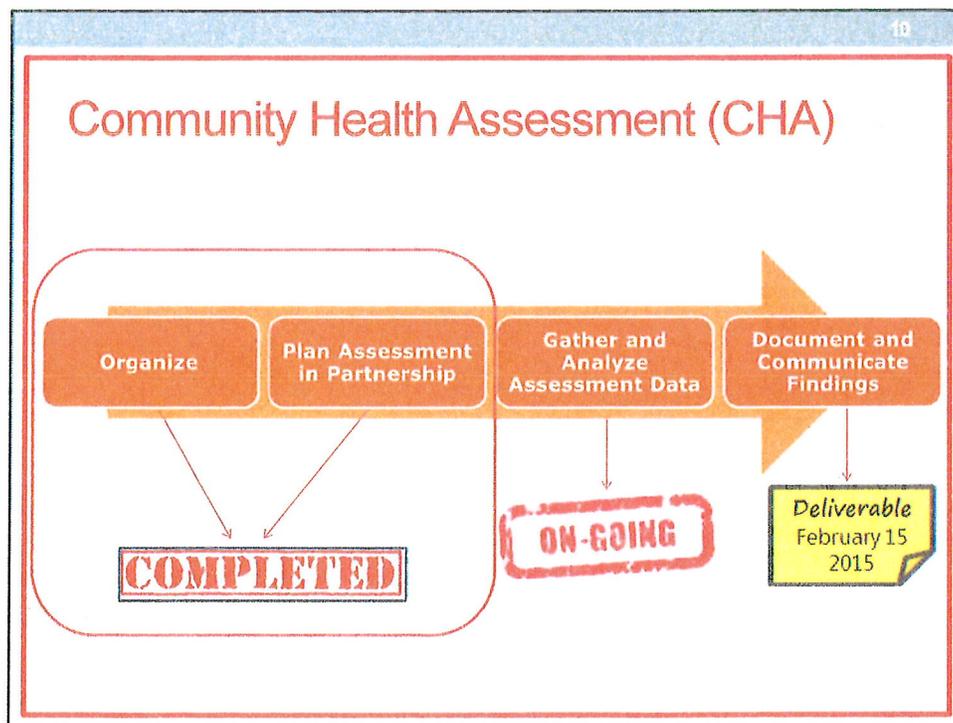
About: Community Health Assessment (CHA)

PARTICIPANTS:

- Community
- Broad Participation

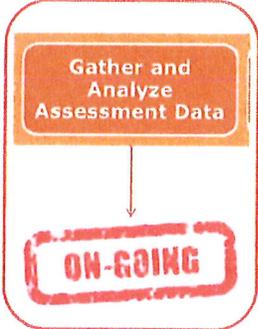
AREA:

- Geographic Areas



11

Community Health Assessment (CHA)

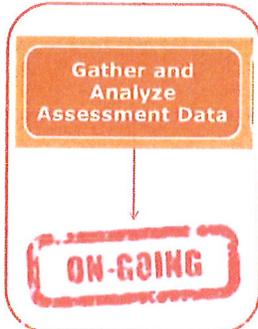


A flowchart with a rounded rectangular box containing the text "Gather and Analyze Assessment Data". A downward-pointing arrow leads from this box to a red stamp-like box with the text "ON-GOING".

- › **People and Place**
 - Population by age, race, ethnicity, etc.
 - Birth and death rates
 - Children under 18 living in single parent households
 - Percentage of households with residents 65+ living alone
 - Etc.

12

Community Health Assessment (CHA)

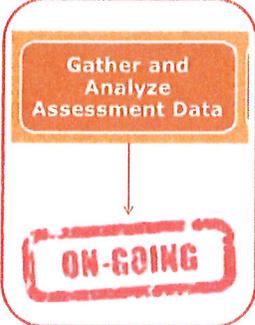


A flowchart with a rounded rectangular box containing the text "Gather and Analyze Assessment Data". A downward-pointing arrow leads from this box to a red stamp-like box with the text "ON-GOING".

- › **Healthy Living**
 - Prenatal Care
 - Alcohol, tobacco and other drug use
 - Physical activity
 - Consumption of healthy or unhealthy foods
 - Etc.

13

Community Health Assessment (CHA)

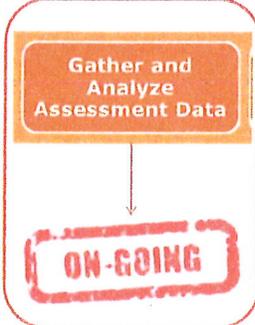


Opportunity for Health

- Food support program eligibility/utilization
- High school graduation rate
- Unemployment rate
- Wellness screening rate
- Uninsured adult rate
- Medical/dentist/mental health practitioner to population ratios
- Etc.

14

Community Health Assessment (CHA)



Disease and Injury

- Leading causes of death
- Overweight and obesity rates
- Prevalence of asthma, diabetes, depression and other chronic diseases
- Etc.

Aitkin County Community Health Summit



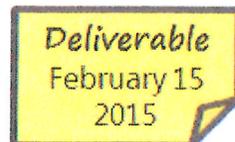
Public Health
Prevent. Promote. Protect.

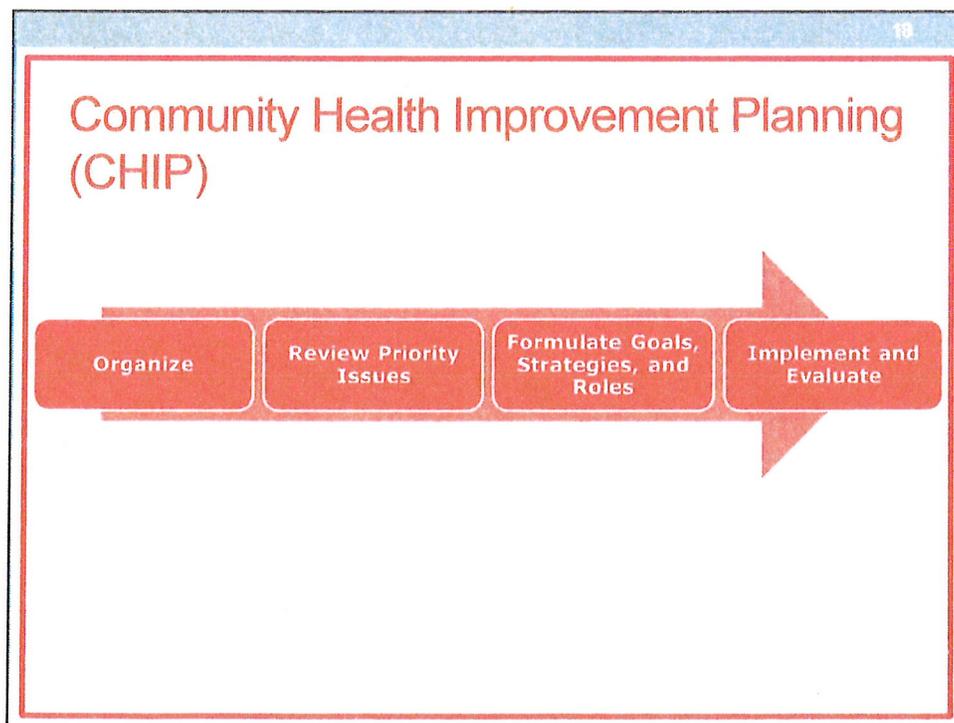
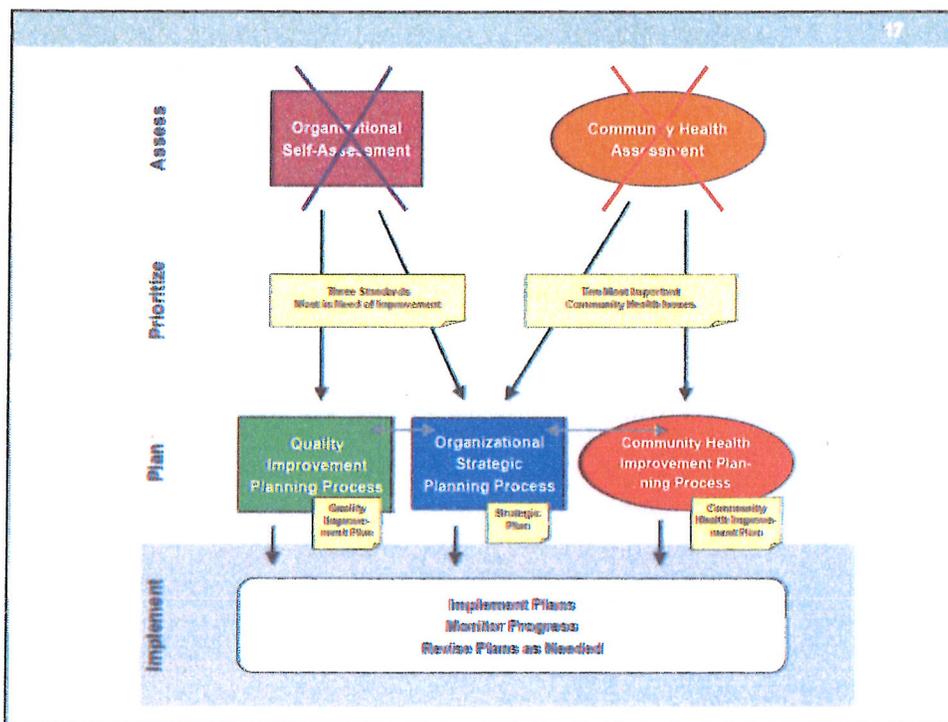
YOU are Invited!

- When: Monday, June 9, 2014
- Where: Long Lake Conservation Center
- Time: Registration at 8:15 a.m. until approximately 2:00 p.m.
- Continental Breakfast and Lunch PROVIDED!
- Bring a friend!

10 Most Important Community Health Issues

- Outcome of Community Health Assessments
- Determined at CHB level





19

Good Public Health Practice

- Systems thinking and strategic planning
- Shared community vision for health
- Opportunities for community leadership
- Partnerships, collaboration and dialogue
- Effective use of data and experience

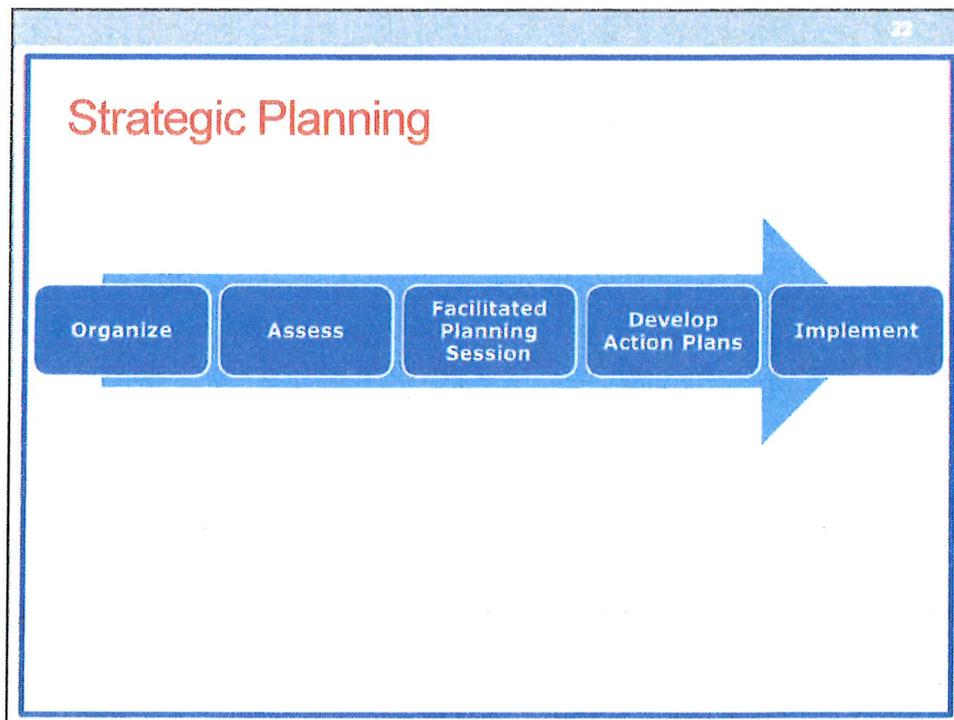
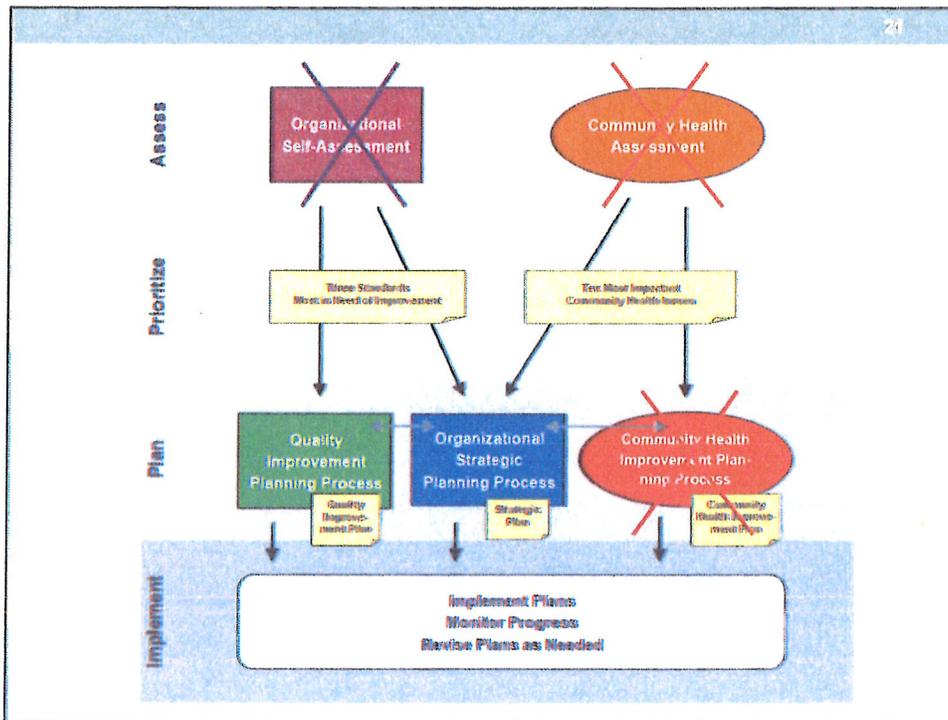


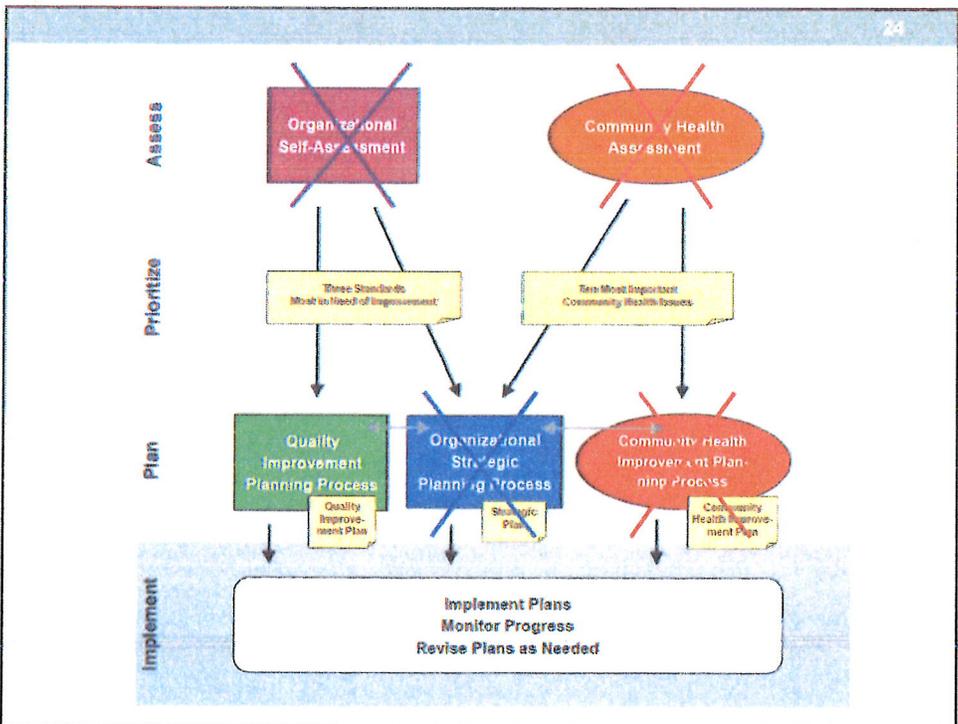
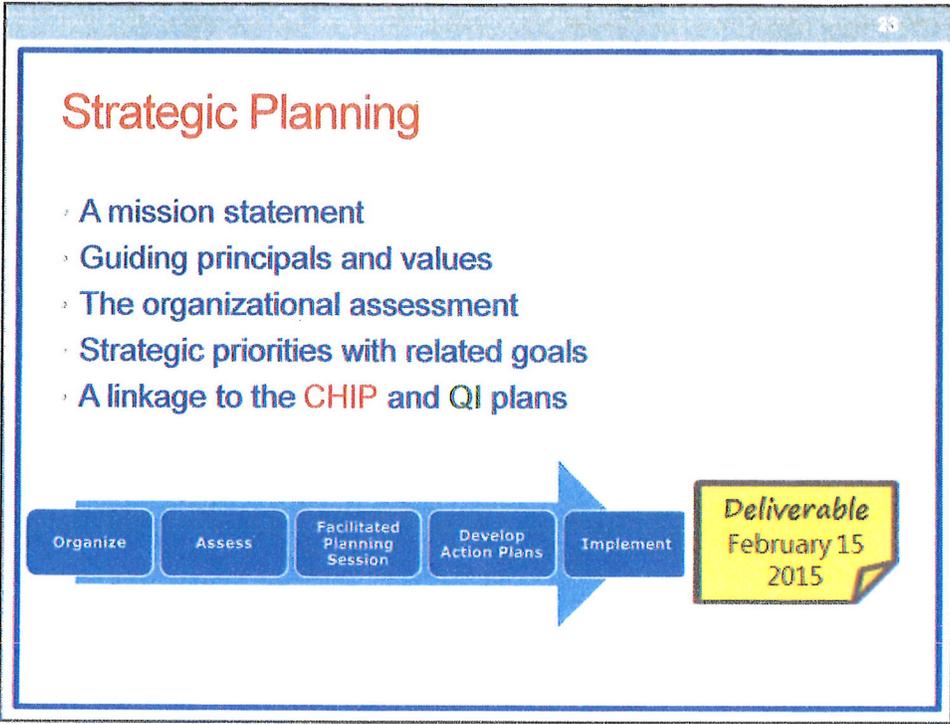
20

Community Health Improvement Plan (CHIP)

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- List of issues and themes identified by stakeholders
- Prioritization process used
- Top community health needs or priorities
- Justification for why each issue is a priority







**AITKIN COUNTY HEALTH & HUMAN SERVICE
ADVISORY COMMITTEE MEETING AGENDA
Wednesday, April 2, 2014**

Committee Members Present: Mickey Gault
Kami Genz, CMCC
Darlene Hlidek
Joy Janzen
Kristine Layne, Riverwood HealthCare
David Leaf
Robert Lewis
Bob Marcum
Cheryl Meld, Kids Plus
Beverly Mensing, Red Cross
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Kari Paulsen, NEMOJT
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Others Present: Kathy Ryan, Fiscal Supervisor
Tom Burke, Director
Sue Tange, SS Supervisor
Julie Lueck, Clerk to the H&HS Advisory Committee

Absent: Jim Carlson
Gayle Janzen
Commissioner Anne Marcotte
Commissioner Laurie Westerlund

Guests: Roberta Elvecrog
Joel Hoppe

Introductions of Erin Melz, new Public Health Supervisor, to the committee and the committee members introduced themselves to Erin.

I. Approval of Agenda

Motion by Bev Mensing, seconded by Mickey Gault, and carried; the vote was to approve the Agenda as mailed.

II. Approval of Minutes of the March 5, 2014 Meeting

Motion by Cheryl Meld, seconded by Jessi Schultz, and carried; the vote was to approve the March 5, 2014, minutes.

III. Task Force Reports/Updates:

A. Corrections - Cheryl Meld/Kami Genz – No report.

B. Public Health – Bob Lewis / Bob Marcum / Kristine Layne – Bob Marcum discussed the Medicaid Insurance committee he is on with the State and the parallels it has to Health & Human Services. Bob encouraged folks with questions or concerns to contact him and he will bring them before that committee.

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- D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – No Report.

- IV. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert - Jessica Seibert noted she met with Kathy Ryan earlier this week to talk about and review the report Kathy is presenting today.
 - A. **2013 Year End Budget Report** – Kathy Ryan went through the packet of information and reviewed the 2013 Year End Budget Report.

- V. **Discussion Topics/Schedule of Presentations for upcoming 2014 Committee Meetings – Review list of topics and choose presentation topics for the last four months of 2014.** It was decided that the Children's Mental Health presentation would be in September; the Family Programs presentation would be in October; the Out of Home Placements (Foster Care/Mille Lacs Band) presentation would be in November; and the Committee would set 2015 Goals and Objectives at the December meeting. It was also decided that a sub-committee to work on the Goals & Objectives would be developed with Darlene Hlidek and Cheryl Meld volunteering to set a meeting date/time for this sub-committee to meet. An e-mail will be sent to all H&HS Advisory Committee members encouraging them to join this sub-committee and attend the meeting. Also, Julie was asked to prepare a list for the May 7th meeting with the addition of the first six months of 2015 in order to begin selecting topics/presentations for those months.

VI. **Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS** – No Commissioners present so this was skipped.
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VII. **Miscellaneous Discussion**

- A. **Review the revised Bylaws (eliminating the "Agency Plan" wording)**– Jessica Seibert discussed the wording that was removed from the ByLaws under II.1 A. which originally read, "To actively participate in the formulation of the Annual Plan." (There was A, B, C, D under II.1. and now there is just A, B, C). Motion by Jessi Schultz, seconded by Jessica Seibert, and carried, the vote was to revise the ByLaws by removing the sentence under II.1.A. "To actively participate in the formulation of the Annual Plan."
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- C. **Operation Community Connect (OCC)** – Jessica Seibert reminded the committee members that the OCC will take place April 17th from 9 a.m. to 2 p.m. at the Westside Church. She encouraged committee members to attend and see what the OCC is all about and to also encourage folks they know to attend if they feel those folks would benefit from some of the workshops and services being offered there. She also noted they are still taking career clothing to be distributed at the OCC. Clothing could include Carhart jackets, work boots, scrubs, or dress clothing, etc.

VIII. Adjourn

Motion by Bev Mensing, seconded by Jessica Seibert, and carried; the vote was to adjourn the meeting at 4:35 p.m.

Dave Leaf, Chairperson

Julie Lueck, Clerk to
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:

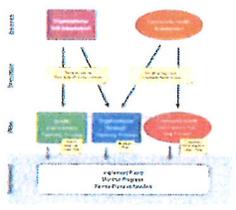
- Draft copy of the Minutes of the March 5, 2014, Advisory Committee Meeting
- Draft copy of March 25, 2014 Health & Human Services Board Meeting Minutes
- Ideas for H&HS Topics for Discussion/Presentations
- 2013 Year End Financial Report – Kathy Ryan

THE FIVE PARTS OF LOCAL PUBLIC HEALTH ASSESSMENT AND PLANNING

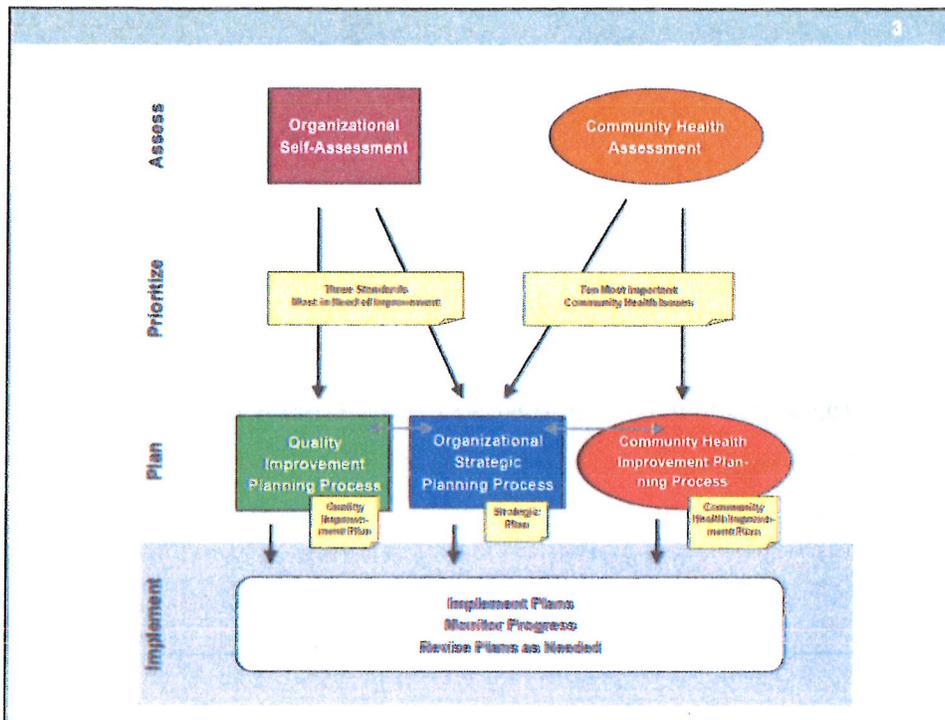
Reporting Period: January 1, 2010 – December 31, 2014

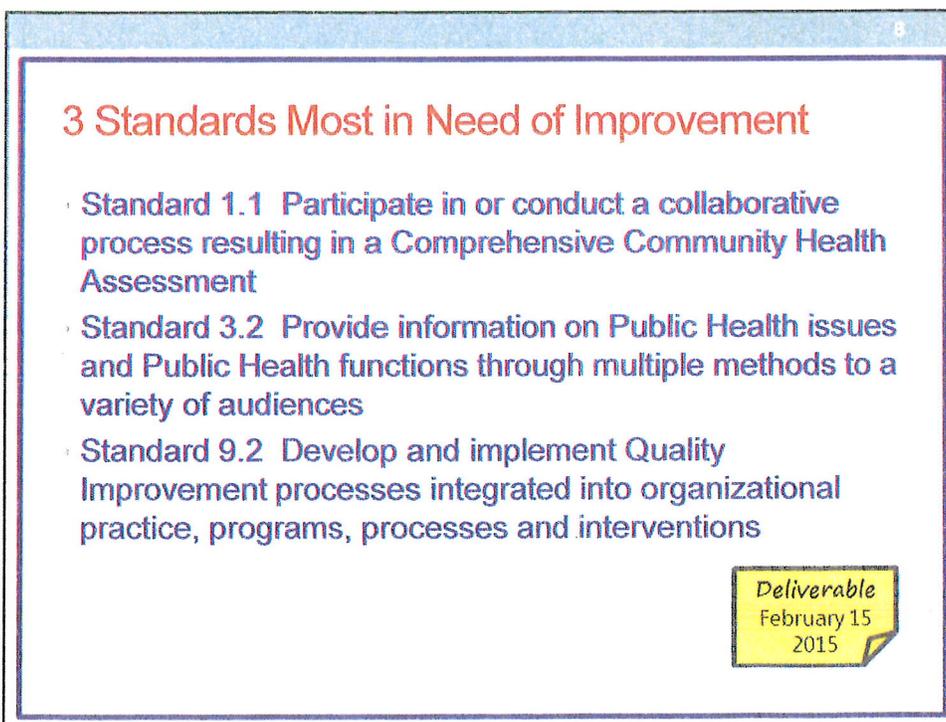


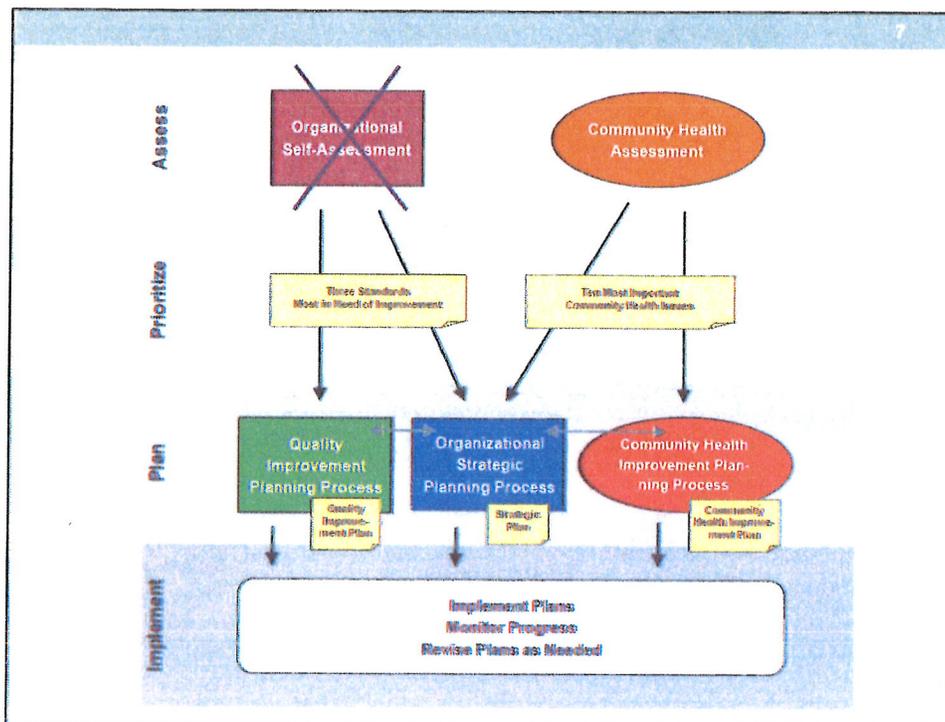
Alphabet Soup



- LPH—Local Public Health
- LPHAPP—Local Public Health Assessment and Planning Process
- PHAB—Public Health Accreditation Board
- CHB—Community Health Board
- CHS—Community Health Services
- CHA—Community Health Assessment
- MDH—Minnesota Department of Health
- Triad—Aitkin-Itasca-Koochiching CHS
- CHIP—Community Health Improvement Plan
- QI—Quality Improvement







About: Community Health Assessment (CHA)

WHAT:

- Collecting, analyzing and using data to educate and mobilize communities, develop priorities, garner resources and plan actions to improve public health; and
- The systematic collection and analysis of data in order to provide a basis for decision making

PURPOSE:

- Provides a foundation
- Identifies factors
- Describes
- Assures

8

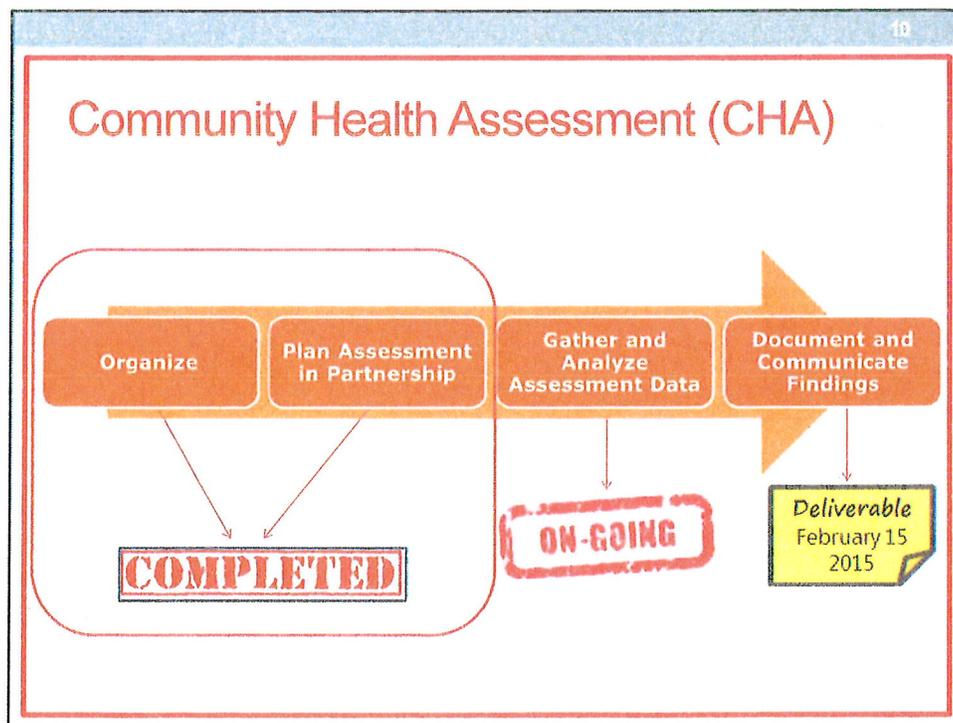
About: Community Health Assessment (CHA)

PARTICIPANTS:

- Community
- Broad Participation

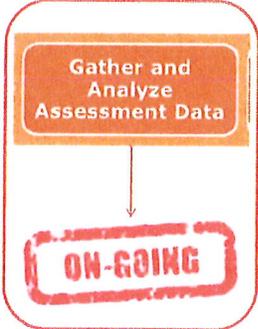
AREA:

- Geographic Areas



11

Community Health Assessment (CHA)

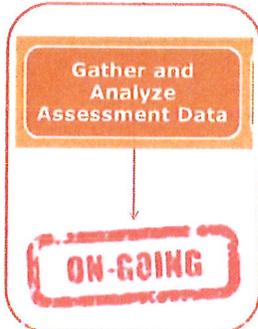


A flowchart with a rounded rectangular box containing the text "Gather and Analyze Assessment Data". A downward-pointing arrow leads from this box to a red stamp-like box with the text "ON-GOING".

- › **People and Place**
 - Population by age, race, ethnicity, etc.
 - Birth and death rates
 - Children under 18 living in single parent households
 - Percentage of households with residents 65+ living alone
 - Etc.

12

Community Health Assessment (CHA)

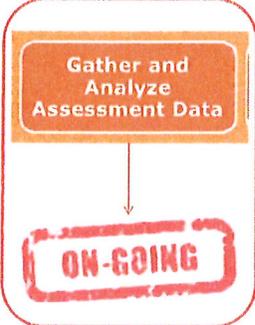


A flowchart with a rounded rectangular box containing the text "Gather and Analyze Assessment Data". A downward-pointing arrow leads from this box to a red stamp-like box with the text "ON-GOING".

- › **Healthy Living**
 - Prenatal Care
 - Alcohol, tobacco and other drug use
 - Physical activity
 - Consumption of healthy or unhealthy foods
 - Etc.

13

Community Health Assessment (CHA)

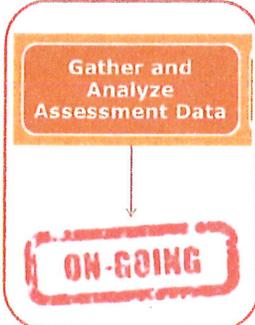


Opportunity for Health

- Food support program eligibility/utilization
- High school graduation rate
- Unemployment rate
- Wellness screening rate
- Uninsured adult rate
- Medical/dentist/mental health practitioner to population ratios
- Etc.

14

Community Health Assessment (CHA)



Disease and Injury

- Leading causes of death
- Overweight and obesity rates
- Prevalence of asthma, diabetes, depression and other chronic diseases
- Etc.

Aitkin County Community Health Summit



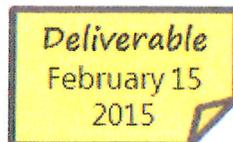
Public Health
Prevent. Promote. Protect.

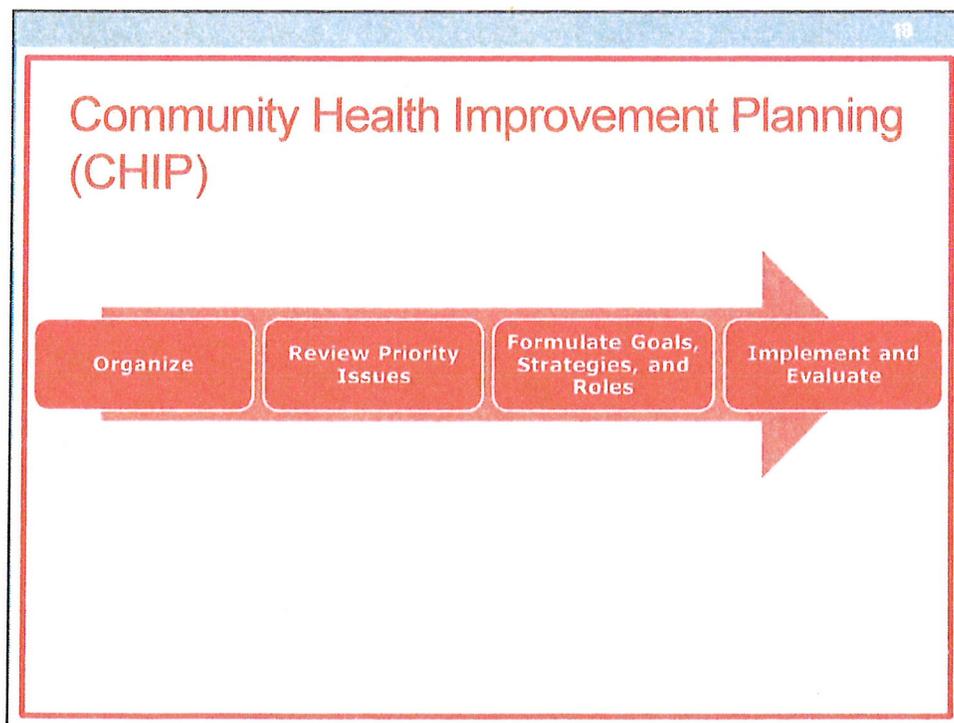
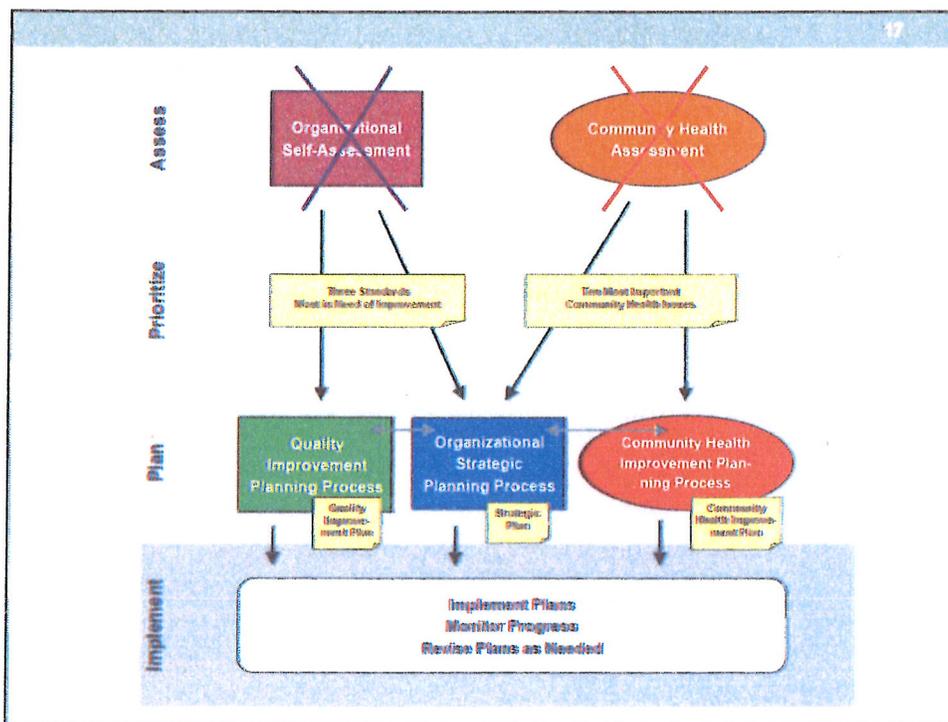
YOU are Invited!

- When: Monday, June 9, 2014
- Where: Long Lake Conservation Center
- Time: Registration at 8:15 a.m. until approximately 2:00 p.m.
- Continental Breakfast and Lunch PROVIDED!
- Bring a friend!

10 Most Important Community Health Issues

- Outcome of Community Health Assessments
- Determined at CHB level





19

Good Public Health Practice

- Systems thinking and strategic planning
- Shared community vision for health
- Opportunities for community leadership
- Partnerships, collaboration and dialogue
- Effective use of data and experience

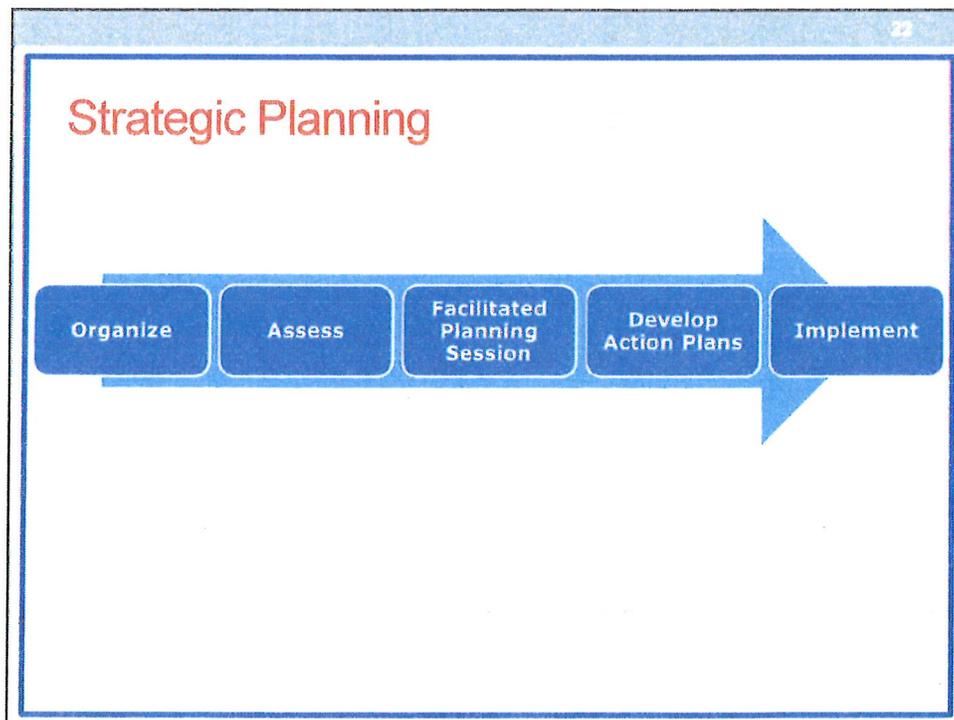
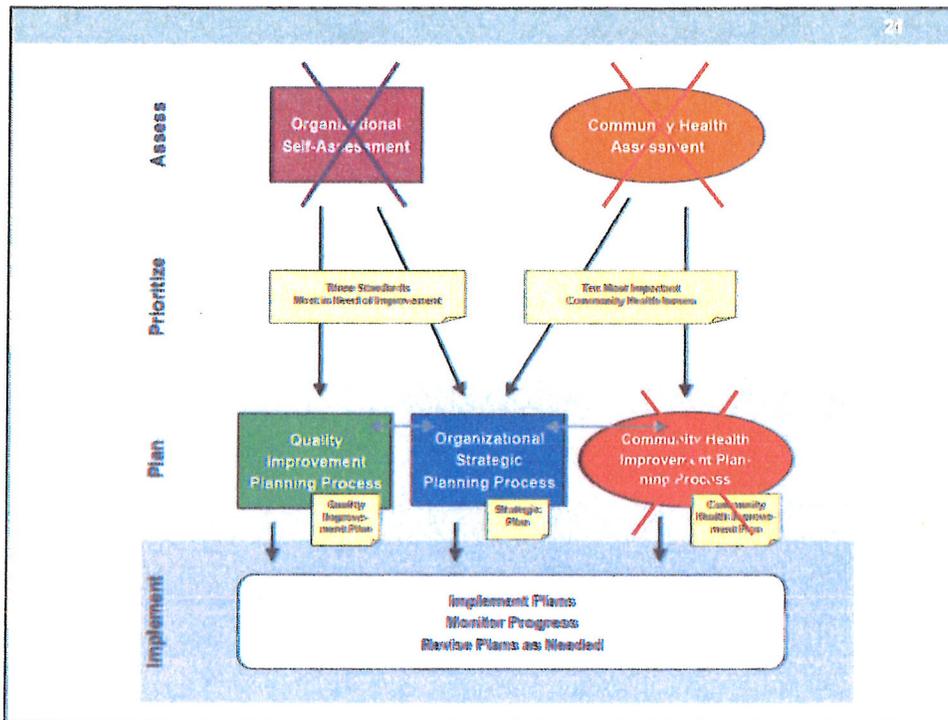


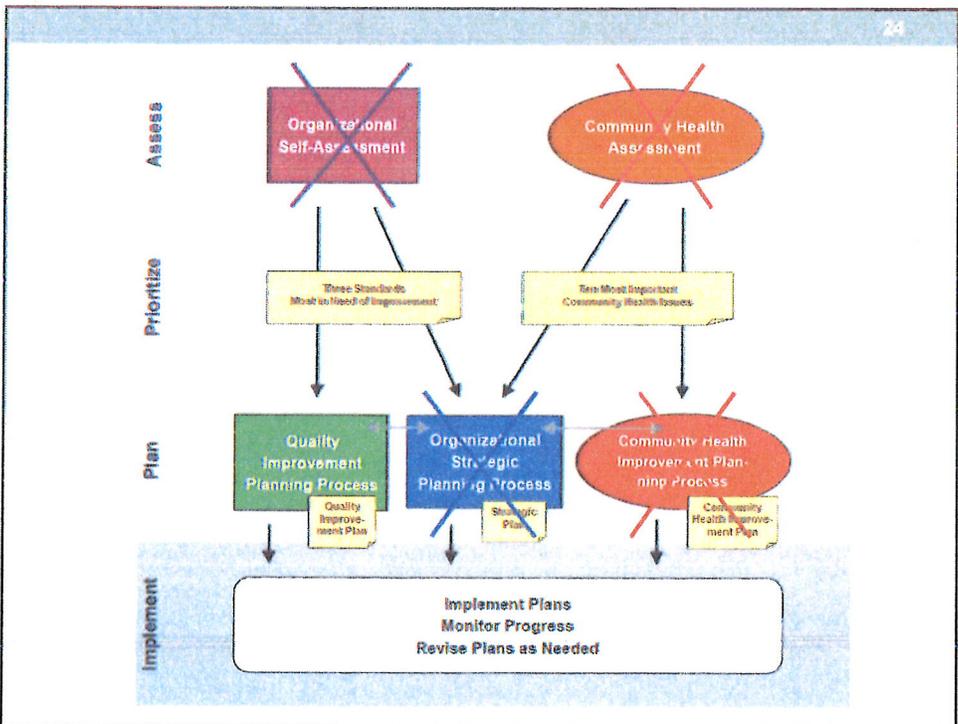
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