

# AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

Wednesday, June 4, 2014

**Committee Members Present:**

Jim Carlson  
Mickey Gault  
Darlene Hlidek  
Joy Janzen  
Kristine Layne, Riverwood HealthCare  
David Leaf  
Robert Lewis  
Bob Marcum  
Cheryl Meld, Kids Plus  
Beverly Mensing, Red Cross  
Katie Nelson, Riverwood HealthCare  
Kari Paulsen, NEMOJT  
Jessi Schultz, AFSCME Union Rep  
Jessica Seibert, HRA  
Commissioner Anne Marcotte

**Others Present:**

Tom Burke, Director  
Erin Melz, PH Supervisor  
Julie Lueck, Clerk to the H&HS Advisory Committee

**Absent:**

Commissioner Laurie Westerlund  
Gayle Janzen  
Kami Genz, CMCC

**Guests:**

Roberta Elvecrog  
Dick McKanna, CMCC

**I. Approval of Agenda**

*Motion by Bob Lewis, seconded by Jessi Schultz, and carried; the vote was to approve the Agenda as presented.*

**II. Approval of Minutes of the May 7, 2014 Meeting**

*Motion by Joy Janzen, seconded by Jessica Seibert, and carried; the vote was to approve the May 7, 2014, minutes.*

**III. Home Visiting – Public Health – Erin Melz reviewed the Family Home Visiting handout and answered questions. See the attached handout.**

**IV. Task Force Reports/Updates:**

- A. Corrections - Cheryl Meld/Kami Genz – Dick McKanna replaced Kami at the meeting today and reviewed the CMCC handout and answered questions. See the attached handout.**
- B. Public Health – Bob Lewis / Bob Marcum / Kristine Layne – No Report**
- C. Children’s Social Services/Mental Health – Bev Mensing/Katie Nelson/Darlene Hlidek – No Report**

D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum – No Report. Tom Burke noted that we will again be interviewing for the Social Services Supervisor in the area of Adult Services in the next couple weeks.

V. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – No report.

VI. **Goals & Objectives Update** – Darlene Hlidek/Cheryl Meld – Discussed the purpose of the H&HS Advisory Committee which is to gather information and then disseminate the information out to the public. They want committee members to think about determining how specific the committee wants to be with a goal with respect to a specific issue or just in a generic way of helping the agency get the information out to the public. This will be discussed further at the October meeting.

VII. **Discussion Topics/Schedule of Presentations for first six month of 2015 Committee Meetings – Review list of topics and choose presentation topics.** Discussed the possible changes with MNCare and decided to postpone further discussion until later on in 2015. It was added as a tentative topic for presentation on August 5<sup>th</sup> of 2015.

VIII. **Comments:**

A. **Comments from the Committee Members for the Commissioners relative to HHS** – Nothing noted.

B. **Feedback from the Board Meetings** – May 27 – Jessica Seibert noted the FTI was discussed among other things. (See minutes from that meeting included in the agenda packet.)

C. **Committee Members scheduled to attend upcoming Board Meetings in 2014:**

<i>June 24</i>	Dave Leaf	Gayle Janzen	<i>July 22</i>	Jim Carlson	Bob Lewis
<i>August 26</i>	Mickey Gault	Bob Marcum	<i>September 23</i>	Joy Janzen	Bob Lewis
<i>October 28</i>	Jessica Seibert	Bob Lewis	<i>November 25</i>	Cheryl Meld	Bob Marcum
<i>December 23</i>	Cheryl Meld	Bob Lewis			

IX. **Miscellaneous Discussion**

A. **Safeguarding Federal Tax & Social Security Information** – Tom Burke noted the documents to be safeguarded are mainly in the Income Maintenance area and it is a relatively small amount of data coming into the agency. The main issue is the way our building is set up with all the main features behind the locked doors which requires that added security measures. Hopefully, in the future, with some remodeling in the basement and a key card system of entry, some meetings will be moved to the basement and entry will be accessed through the North door of our building which will eliminate the sign in process. There are ongoing discussions as to alternative meeting locations (ie: CJI will now be meeting in the Jury Room at the Courthouse).

X. **Adjourn**

*Motion by Kristine Layne, seconded by Bob Lewis, and carried; the vote was to adjourn the meeting at 4:36 p.m.*

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Dave Leaf, Chairperson

**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 May 7, 2014, Advisory Committee Meeting
- Draft copy of May 27, 2014, Health & Human Services Board Meeting Minutes
- Ideas for H&HS Topics for Discussion/Presentations in 2015
- Safeguarding Federal Tax and Social Security Information - Tom Burke
- Family Home Visiting Handout from Erin Melz
- Central Minnesota Community Corrections Handout from Cheryl Meld/Dick McKanna
- 5 Health Dangers of High Fructose Corn Syrup (HRCS) from Darlene Hlidek