

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
October 28, 2014**

**I. Attendance**

The Aitkin County Board of Commissioners met this 28th day of October, 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: County Administrator Nathan Burkett; H&HS Director Tom Burke; H&HS Staff Members Eileen Foss, Income Maintenance Supervisor; Erin Melz, Public Health Supervisor; Sue Tange, Social Service Supervisor; Kathy Ryan, Fiscal Supervisor; Ruth Sundermeyer, Child Support & Collections Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.: Nanci Sauerbrei, Aitkin Independent Age; Jessica Seibert, Jim Carlson and Bob Lewis, H&HS Advisory Committee Members; Roberta Elvecrog, David Terrs, and Bob Harwarth, citizens.

**II. Approval of Health & Human Services Board Agenda**

*Motion by Commissioner Niemi, seconded by Commissioner Marcotte, and carried; the vote was to approve the Agenda as mailed/posted.*

**III. Review September 23, 2014 Health & Human Service Board Minutes**

*Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried, the vote was to approve the September 23, 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. General/Miscellaneous Information**

**A. Northland Foundation Aging Initiative Update – Tom Burke noted they have been talking about what type of services are available throughout the county for seniors and how they can utilize various buildings/locations for senior services/activities ranging from day to day chore services to transportation issues. They are looking at developing sub-groups in the next few months for further discussion to come up with new ideas as well as for expanding existing services/activities.**

**B. County Representation on the CHS Board - Membership Terms Expiring– (Laurie Westerlund & Ihleen Williams) – Appointment Motion - Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried; the vote was to approve the appointment of Laurie Westerlund and Ihleen Williams as members to the CHS Board for an additional three year term.**

**VI. FYI**

**A. Ebola Update – Erin Melz, PH Supervisor, provided and reviewed a handout “Ebola Outbreak: Frequently Asked Questions” with respect to the Ebola outbreak from the MN Department of Health website.**

**VII. Administrative Reports:**

**A. Financial & Transportation Reports – Kathy Ryan, Fiscal Supervisor, reviewed the Financial, Foster Care and Transportation reports noting that we are right on budget at this time.**

**VIII. Joint Powers Board Reports:**

- A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke – Oct. 9<sup>th</sup>, 2014 Meeting Minutes.** Tom noted that the three directors and three supervisors have been looking at the administrative position and grants manager position which they feel needs to be condensed into one full time position.

**IX. Contracts**

- A. Addendum to the Cooperative Agreement Under Title IV-D with ACH&HS, Aitkin County Attorney, Aitkin County Sheriff and the State of Minnesota to be extended for the period January 1, 2015 through December 31, 2016. Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Addendum to the Cooperative Agreement Under Title IV-D with ACH&HS, Aitkin County Attorney, Aitkin County Sheriff and the State of Minnesota to be extended for the period January 1, 2015 through December 31, 2016.**

**X. Committee Reports from Commissioners**

- A. H&HS Advisory Committee – Commissioners Westerlund and/or Marcotte**  
Meeting updates from Committee Members: Jessica Seibert, Jim Carlson & Bob Lewis - Draft minutes of the October 1, 2014 meeting. Jessica Seibert described the Committee's work to develop measureable goals to help determine if the community is aware of what we do at Health & Human Services. She noted that people don't pay attention to what services are available until they personally need the services and then don't quite know how to access them. The committee has been researching ways the information about services is disseminated and if there are additional ways to get it out there without duplication.
- B. AEOA Committee Updates-** Commissioner Niemi noted their Annual Meeting was October 15<sup>th</sup> at which time they talked about their progress and reducing poverty. He noted Meals on Wheels is pleased with Rosallini's food and their dedication.
- C. NEMOJT Committee Updates –** Commissioner Napstad noted they met October 9 in Virginia. A few updates included Bob Marconett is retiring the end of the year, Contract negotiations are in process, the State has mandated every 9<sup>th</sup> grader set up a career plan, and Career "Ed-venture" is developing.
- D. CJI (Children's Justice Initiative) –** Commissioner Westerlund / Sue Tange noted that she attended the Regional Conference in Grand Rapids with eight counties attending to discuss Trauma Based Practice.
- E. Lakes & Pines Update –** Commissioner Niemi noted there was no recent meeting.
- F. Arrowhead Transit Advisory Meeting** was held September 30. Jessica Seibert is on the Advisory Committee and extended an invitation to Roberta Elvecrog to attend the next meeting on November 18<sup>th</sup> for discussion related to the need for a bus route from McGregor to Aitkin.

**XI. Break at 10:26 a.m. for 10-15 minutes**

**Next Meeting – November 25, 2014**