

**AITKIN COUNTY HEALTH & HUMAN SERVICE
ADVISORY COMMITTEE MEETING MINUTES
Wednesday, November 5, 2014**

Committee Members Present: Jim Carlson
Mickey Gault
Kami Genz, CMCC
Darlene Hlidek
Gayle Janzen
Joy Janzen
Kristine Layne, Riverwood HealthCare
Dave Leaf
Robert Lewis
Bob Marcum
Cheryl Meld, Kids Plus
Bev Mensing, Red Cross
Katie Nelson, Riverwood HealthCare
Kari Paulsen, NEMOJT
Jessi Schultz, AFSCME Union Rep
Jessica Seibert, HRA
Commissioner Laurie Westerlund

Others Present: Sue Tange, Social Service Supervisor
Ann Rivas, Social Service Supervisor
Erin Melz, Public Health Supervisor
Julie Lueck, Clerk to the H&HS Advisory Committee

Absent: Commissioner Anne Marcotte

Guests: Roberta Elvecrog
Joel Hoppe

I. Approval of Agenda

Motion by Bob Lewis, seconded by Jessica Seibert, and carried; the vote was to approve the Agenda as mailed.

II. Approval of Minutes of the October 1, 2014 Meeting

Motion by Bob Lewis, seconded by Joy Janzen, and carried; the vote was to approve the October 1, 2014, minutes.

III. Out-of-Home Placements/Foster Care Placements/MLB - Sue Tange & Kami Genz reviewed a "Placement of Children" handout and answered questions with respect to the placement of children by various agencies, methods of placement, licensing, funding and reimbursement. (See Handout.)

IV. Task Force Reports/Updates:

A. Corrections - Cheryl Meld/Kami Genz attended the Central Minnesota Community Corrections Advisory Committee meeting and reviewed the Comprehensive Plan from the State

Dept. of Corrections where the local Board sets goals and objectives that fall in line with the Dept. of Corrections goals for each agency. This year they will continue with evidence based practice which is pretty standard. The local Advisory Board will review these goals and objectives and make sure everyone understands and agrees with them and then it is sent to the State for approval and is put into place for two years.

- B. **Public Health** – Bob Lewis / Bob Marcum / Kristine Layne – Bob Marcum noted that being on this committee compliments another group he joined which is the State Medicaid Advisory Committee and how he was able to help a local family in a pharmacy situation. Joel is now on the DHS Quality of Care Committee and he noted that they have not met yet but they are looking at ways to avoid causing additional problems for folks when they are making rules. Bob Lewis noted that Riverwood is on top of the Ebola issues and they will be doing a drill tomorrow morning.
- C. **Children’s Social Services/Mental Health** – Bev Mensing/Katie Nelson/Darlene Hlidek - No report at this time.
- D. **Adult Social Services/Mental Health** – Jessica Seibert / Bob Marcum - Haven't met since our last meeting. Ann Rivas asked folks to mark their calendars for January 29, 2015, for a half day training in either the morning or afternoon at the Aitkin Public Library. Jody Freyholtz-London who is the executive director for a non-profit organization out of the Wadena area to address Mental Health issues for folks in crisis situations. Ann will be sending out an e-mail with a brochure to remind folks that they are invited and welcome to attend.

V. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert note that they haven't met since our last meeting.

VI. **Goals & Objectives Update/Discussion** – Darlene Hlidek/Cheryl Meld - Discussed trying to determine measurable goals and possibly putting a photo of this group in the paper letting everyone know that this group is a conduit between the Board or the Agency and the public. Darlene Hlidek made some hypothetical goals and objectives as follows:

Goal 1: Expanding our knowledge -

- Objectives:
- A) Attend meetings & learn about available services
 - B) Have outside speakers, ie Salvation Army.

Goal 2: Collecting information from the community

- Objectives:
- A) Photos in the paper
 - B) Surveys – can use current information & provide inexpensive give-away items to encourage responses.

Goal 3: Getting information about the H&HS Advisory out there to the public

- Objectives:
- A) Picture of the group in the paper
 - B) Continue to post information for the public to see
 - C) Each member reach out to a neighbor & report back (“I did this”)

Goal 4: Community Services

- Objectives:
- A) Continue to serve Community Meals
 - B) Participate in Operation Christmas

Darlene noted she will send out e-mails to everyone (on the committee, supervisors, commissioners) asking for ideas for both Goals and Objectives (measurable) and asking folks to respond to her via e-mail so she can compile all the ideas and suggestions and bring them back to the December meeting.

VII. **Discussion Topics/Schedule of Presentations for first six month of 2015 Committee Meetings** – Review list of topics and choose presentation topics. Reviewed the recent topics and the list on the back of the handout which breaks down the various units of the agency and the areas covered for possible topics for presentations.

VIII. Comments:

A. Comments from the Committee Members for the Commissioners relative to HHS -

Nothing noted.

B. Feedback from the Board Meeting – October 28 – Jessica Seibert/Jim Carlson/Bob Lewis

Arrowhead Transit discussion relative to the establishment of an Advisory Committee that Jessica Seibert is on and that met in October and will be meeting again in November.

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

| | | | |
|--------------------|-------------|------------|----------------|
| <i>November 25</i> | Cheryl Meld | Bob Marcum | |
| <i>December 23</i> | Cheryl Meld | Bob Lewis | Darlene Hlidek |

The 2015 monthly schedule was circulated for committee members to begin signing up to attend upcoming H&HS Board meetings.

IX. Miscellaneous Discussion

A. **Dave Leaf** pointed out the handout regarding the need for Salvation Army Bell Ringers for the upcoming Red Kettle Campaign noting that if folks are interested, they should contact the folks scheduling days, times and locations.

B. **Dave Leaf** asked that the H&HS Supervisors get involved with the selection of topics for presentations as it is felt that the committee members often don't know what to ask with respect to the information they need to learn about in order to talk to or assist the public. So they want guidance with respect to what information is presented to them. Bob Marcum questioned whether the committee should ask the H&HS Board of Commissioners what they expect of this committee and how would this body of members be able to help the Board. Commissioner Westerlund suggested the committee members learn what the staff at H&HS do and learn about their jobs and duties in order to be better able to assist the public and respond to their questions.

C. **Task Force List** – Julie handed out the list of Task Force Members and encouraged the new members to this committee to look over the task forces and see if there are any they would like to join or if current members would like to switch to other groups now and let Julie know at the December meeting.

X. Adjourn

Motion by Bob Lewis, seconded by Mickey Gault, and carried; the vote was to adjourn the meeting at 4:46 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 October 1, 2014, Advisory Committee Meeting
- Schedule of 2015 Health & Human Services Advisory Committee Meetings
- Draft copy of the October 28, 2014 Health & Human Services Board Meeting Minutes
- Presentation Outline from Sue Tange
- Topics for Discussion/Presentations and Breakdown of Health & Human Services by Topics for Presentations
- List of Members on Task Forces and Budget Committee
- FYI - Bell Ringers needed for Aitkin County Salvation Army Service Unit Kettle Campaign