

The Aitkin County Board of Commissioners met this 27th day of January, 2015 at 9:01 a.m. with the following members present: Chairperson J. Mark Wedel, Commissioners Laurie Westerlund, Don Niemi, Brian Napstad, Anne Marcotte, County Administrator Nathan Burkett, and Administrative Assistant Sue Bingham.

CALL TO ORDER

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte and carried, all members voting yes to approve the January 27, 2015 agenda.

**APPROVED
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
January 27, 2015**

**HEALTH &
HUMAN
SERVICES
BOARD**

I. Attendance

The Aitkin County Board of Commissioners met this 27th day of January, 2015, 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 Sue Tange & Ann Rivas, Social Service Supervisors; Erin Melz, Public Health Supervisor; Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Brenda Butterfield, AFSCME Rep.; Adam Hoogenakker, Aitkin Independent Age; Joy Janzen and Roberta Elvecrog, H&HS Advisory Committee Members; and William Feyo, citizen of Glen Township.

**HHS BOARD
ADJOURNED**

II. Approval of Health & Human Services Board Agenda

Motion by Commissioner Napstad, seconded by Commissioner Niemi, and carried; the vote was to approve the Agenda.

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

Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried; the vote was to approve the Minutes as mailed/posted.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Governor’s Task Force on the Protection of Children – Tom Burke

discussed the biggest changes to occur involve communication between Human Services, County Attorneys and Law Enforcement. Aitkin County is very fortunate to have an excellent working relationship with these entities. Other areas being looked at include sharing of data, the ability to look back at prior reports and caseload requirements.

B. QPR Training (Question, Persuade, Refer) at Aitkin High School –

Ann Rivas, Social Services Supervisor – Adult Services – Ann Rivas updated the Board on the training that took place at the Aitkin High School with Jodi Freyholtz-London (who is a Certified Trainer) who presented to 56 school staff. Ann has been invited back in August to train additional school staff. Ann reported that this Thursday, January 29th the staff of Health &

Human Services along with county staff from the sheriff's office, assessor's office and staff from AADA, will be attending an Introduction to Mental Health First Aide training at the Aitkin Public Library.

- C. **Healthy Counties – Tom Burke** updated the Board on his recent meeting at NACO. The Justice Committee met with Human Services to discuss Mental Health in counties and jails in order to stop the cycle of folks going to jail, getting out and back in to the community and then returning back to jail. They are trying to determine more services that are collaborative in nature in order to break this cycle.

VI. Administrative Reports:

- A. **Financial & Transportation Reports** – Kathy Ryan reviewed and updated the Board on the financial, foster care and transportation reports.

VII. Committee Reports from Commissioners

- A. **H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Joy Janzen & Roberta Elvecrog. Draft minutes of the January 7, 2015 meeting. Roberta updated the Board that Joy Janzen was elected chairperson and she was elected vice-chairperson of the Advisory Committee and the group discussed speakers/presenters for the 2015 meetings. Commissioner Marcotte noted that the committee is short a representative of her district by she is actively seeking someone to fill that vacancy and would welcome help finding someone.
- B. **AEOA Committee Update** – Commissioner Niemi – No Report.
- C. **NEMOJT Committee Update** – Commissioner Napstad discussed his recent meeting noting they reviewed the three year labor contract but that the majority of the meeting was administrative in nature.
- D. **CJI (Children's Justice Initiative)** – Commissioner Westerlund – Sue Tange noted that the group discussed the Governor's Task Force at their last meeting.
- E. **Lakes & Pines Update** – Commissioner Niemi updated the Board that they reviewed the recent audit and discussed the problems and issues that occurred with the Community Action Council in the Twin Cities. Tom Burke expressed his thanks for the work Lakes & Pines has been doing with us through HeadStart and their various programs.

Commissioner Westerlund noted that the Aitkin County CARE office has moved into the Birch Street Center along with the Workforce Center and a couple other entities.

Commissioner Marcotte noted the Minnesota Benefits Coalition, which is a statewide coalition working to pass earned sick and safe time at the legislature is looking for storytellers to be a part of a press conference on February 3rd in Duluth. There are various profiles they are looking to cover and need help locating possible storytellers. Contact Commissioner Marcotte for more information.

Commissioner Wedel wanted it noted that he would like Senator Ruud and Representative Lueck to attend the next meeting for updates. Tom Burke also noted they he plans to have a meeting with them as well to discuss the many issues/topics in the area of Health & Human Services.

Break: 10:18 a.m. to 10:30 a.m.

BREAK

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: January 13, 2015 to January 26, 2015; B) Approve County Board Minutes: January 13, 2015; C) Approve Commissioner Warrants: General Fund \$119,298.30, Road & Bridge \$20,030.81, Special Revenue \$236.07, Health & Human Services \$1,500.18, State \$1.91, Trust \$12,116.74, Forest Development \$3,434.72, Agency \$3,419.13, Long Lake Conservation Center \$5,665.60, Parks \$69,735.49 for a total of \$235,438.95; D) Approve Auditor Warrants – December Sales & Use Tax: General Fund \$539.92, Road & Bridge \$1,576.01, Health & Human Services \$0.90, State \$6,392.50, Trust \$18.72, Forest Development \$0.28, Long Lake Conservation Center \$87.81, Parks \$43.10 for a total of \$8,659.24; E) Approve Auditor Warrants – Tax Settlement Payments: Agency \$577,181.30; F) Authorize Board Chair Signature on Letter of Authorization for Central Planes Aviation; G) Approve Request to Fill Committee Openings; H) Adopt Resolution: Final Contract Payment – Contract No. 20132; I) Acknowledge Summary of Closed Session – County Administrator’s Performance Evaluation

REGULAR BOARD RECONVENED

CONSENT AGENDA

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting to reappoint Joy Janzen as District 2 representative, and David Carlson as District 5 representative on the Extension Committee. Terms are for three terms and will expire on December 31, 2017.

EXTENSION COMMITTEE

Under the consent agenda, motion for a resolution by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to adopt resolution: Final Contract Payment – Contract No. 20132:

WHEREAS, Contract No. 20132 has in all been completed, and the County Board being fully advised in the premises.

RESOLUTION 20150127-006 FINAL CONTRACT PAYMENT – CONTRACT NO. 20132

NOW THEN BE IT RESOLVED, that the Aitkin County Board of Commissioners does hereby accept said completed project for and on behalf of the County of Aitkin and authorize final payment to Tri City Paving in the amount of \$1,125.00.

Under the consent agenda, motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to accept Summary of Closed Session – County Administrator’s Performance Evaluation.

SUMMARY OF CLOSED SESSION

Steve Hughes, SWCD District Manager discussed the Aquatic Invasive Species (AIS) Committee’s grant application process for Lake Associations. Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve AIS Committee recommendation to make adjustments up to a maximum of \$110,000.

AIS COMMITTEE GRANT APPLICATION PROCESS

Motion by Commissioner Niemi, seconded by Commissioner Marcotte and carried, all members voting yes to approve SSTS Inspection Contract with Martin Joyce, with a compensation increase from \$325.00 per day to \$350.00 per day.

SSTS INSPECTION CONTRACT

Motion by Commissioner Marcotte, seconded by Commissioner Napstad and carried, all members voting yes to approve budgeted purchase of two 2015 Ford Escapes from Aitkin Motor Company at a cost of \$19,976.00 per vehicle, plus two additional fobs for each vehicle at a cost of \$200 per fob.

**MOTOR POOL
VEHICLE
PURCHASE**

The Board reported on the following: BWSR, Wetland Legislation, ACA, MHB, State General Tax, CMCC, DAC, AIS, EDA, TZD.

**BOARD
DISCUSSION**

Commissioner Anne Marcotte left at 12:17 p.m.

MARCOTTE LEFT

Motion by Commissioner Westerlund, seconded by Commissioner Napstad and carried (4-0 Marcotte absent), to adjourn the meeting at 12:32 p.m. until Tuesday, February 10, 2015 at 9:00 a.m.

ADJOURN

J. Mark Wedel, Chairperson
Aitkin County Board of Commissioners

Nathan Burkett, County Administrator