

# AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

VIII. – A.

Wednesday, February 4, 2015

**Committee Members Present:** Marlene Abear  
Jim Carlson  
Diane Eastman, AFSCME Union Rep.  
Roberta Elvecrog  
Kami Genz, CMCC  
Darlene Hlidek  
Joy Janzen  
Kristine Layne, Riverwood HealthCare  
Robert Lewis  
Bob Marcum  
Jessica Seibert, HRA  
Amanda Voller, Workforce Center  
Commissioner Laurie Westerlund

**Others Present:** Tom Burke, Director  
Erin Melz, Public Health Supervisor  
Ann Rivas, Social Service Supervisor  
Julie Lueck, Clerk to the H&HS Advisory Committee

**Guests:** Joel Hoppe

**Absent:** Katie Nelson, Riverwood Foundation  
Gayle Janzen  
Bev Mensing, Red Cross  
Commissioner Anne Marcotte

Various sheets to be circulated at this meeting were discussed prior to the start of the meeting which included a list of e-mail addresses for members which Julie asked the committee members to review for accuracy, the sign-up sheet for the Community Meal in McGregor, and the Board Schedule for 2015 for committee members to sign up to attend. It was also brought to our attention by Bob Lewis that this would be his last meeting as he had sold his home and would be leaving the area. We wished Bob well in this new chapter of his life.

## **I. Approval of Agenda**

*Motion by Roberta Elvecrog, seconded by Bob Lewis, and carried; the vote was to approve the Agenda with additions under III Project – Bob Marcum.*

## **II. Approval of Minutes of the January 7, 2015 Meeting**

*Motion by Bob Lewis, seconded by Roberta Elvecrog, and carried; the vote was to approve the January 7, 2015, minutes.*

**III. Review Statute Governing the H&HS Advisory Committee – Tom Burke** gave a history of the development of the Health & Human Services Agency including assembling a variety of individuals to serve on the Advisory Committee. Tom reviewed the Statute pertaining to this Advisory Committee. Active participation will be encouraged for members to join planned activities to include the County Fair, Emergency Preparedness and training we may be able to offer and in all cases be prepared to report back to the other committee members. A list of activities for the rest of the year will be prepared

and distributed to the committee members.

Bob Marcum discussed a project he was looking at with respect to an "Aging in Place" Directory of Services for seniors. It was suggested he contact Aitkin County CARE and work with them to develop or expand upon the current AC CARE Directory.

**IV. Task Force Reports/Updates: (Discuss the Addition of Members to these Groups)**

- A. **Corrections** - Kami Genz/Roberta Elvecrog – No report.
- B. **Public Health** – 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 / Marlene Abear – No report.

V. **Budget Committee Report/Update** – Jim Carlson / Jessica Seibert – No report. Meeting scheduled with Kathy Ryan on February 24<sup>th</sup>. Kathy will present Budget Report to Advisory at the March meeting.

VI. **Review new list of Topics/Schedule of Presentations for 2015 Committee Meetings** – The Aging Initiative with Beth Leaf presenting was added to the May 6<sup>th</sup> meeting.

**VII. Comments:**

- A. **Comments from the Committee Members for the Commissioners relative to HHS** - Nothing
- B. **Feedback from the Board Meetings – January 27, 2015 – Joy Janzen / Roberta Elvecrog**  
Joy Janzen pointed out the minutes were in the packet and that Ann Rivas also gave a very good presentation with respect to a Mental Health Training given at Aitkin High School.

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

|             |                 |               |              |                 |               |
|-------------|-----------------|---------------|--------------|-----------------|---------------|
| FEBRUARY 24 | Jessica Seibert | Jim Carlson   | MARCH 24     | Bob Marcum      | _____         |
| APRIL 28    | Darlene Hlidek  | Marlene Abear | MAY 26       | Gayle Janzen    | _____         |
| JUNE 23     | _____           | _____         | JULY 28      | _____           | _____         |
| AUGUST 25   | Bob Marcum      | _____         | SEPTEMBER 22 | Jessica Seibert | Marlene Abear |
| OCTOBER 27  | Jim Carlson     | Amanda Voller | NOVEMBER 24  | Bob Marcum      | _____         |
| DECEMBER 22 | _____           | _____         |              |                 |               |

**VIII. Miscellaneous Discussion**

- A. **Operation Christmas Statistical Report** – Jim Carlson reviewed his handout with respect to the number of children served and the amount of money spent to purchase toys over the past five years.
- B. **Community Meal in McGregor** - The sign-up sheet was circulated for serving on March 18<sup>th</sup>.

**IX. Adjourn**

*Motion by Jim Carlson, seconded by Bob Lewis, and carried; the vote was to adjourn the meeting at 4:43 p.m.*

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Joy Janzen, 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 January 7, 2015, Advisory Committee Meeting
- Draft Copy of January 27, 2015, Health & Human Services Board Meeting Minutes
- List of current members on Task Forces and availability for additional members on each
- Statute Governing the H&HS Advisory Committee
- Committee Member Job Description, Mission Statement, By Laws, & Organizational Chart
- Topics for Discussions/Presentation Schedule for 2015
- Review Schedule for Advisory Members to attend H&HS Board Meetings in 2015
- H&HS Advisory Committee Membership Roster (Not to be shared beyond this group)
- Statistical Report for Operation Christmas from Jim Carlson

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