

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
August 23, 2016**

**I. Attendance**

The Aitkin County Board of Commissioners met this 23rd day of August, 2016, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Brian Napstad, Don Niemi, and Laurie Westerlund; (Commissioner Anne Marcotte was absent) and others present included: County Administrator Nathan Burkett; H&HS Staff Members Tom Burke, Director; Erin Melz, Public Health Supervisor; Kathy Ryan, Fiscal Supervisor; Jessi Schultz & Heather Overn, Social Service Supervisors; Jessi Goble, Financial Assistance Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog and Bob Marcum, H&HS Advisory Committee Members; Mike Hagen, Aitkin County Growth; Bob Harwarth, Bill Pratt, and Georgia Johnson, Citizens.

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

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

**III. Review July 26, 2016 Health & Human Service Board Minutes**

*Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Minutes of the July 26, 2016 Health & Human Services Board Meeting.*

**IV. Review Bills**

*Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried; the vote was to approve the Bills.*

**V. General/Miscellaneous Information**

**A. Bulletin 16-76-01 - County Portion of Cost of Care at State Operated Services Regional Treatment Centers - Tom Burke & Kathy Ryan** reviewed a letter from DHS which was to notify ACHHS that if we don't pay the past due bill dating back to November 2015, DHS will begin holding funds through the MMIS (DHS Medicaid Management Information System) until the bill is paid in full. The current amount owed is \$297,367. Tom noted that further discussion on this topic is scheduled to take place at the MACSSA AMC Policy Committee on September 15 & 16 as well as at the December AMC Meeting. Questions have arose as to what has happened to the cost of mental health services and how can we deal with it. The consensus of the Board would be to draft a letter of impact and concern to the State and consider payment options.

**B. RUCA (Rural Urban Community Area) vs. Per Diem - Kathy Ryan** explained the handout recommending that we maintain the per diem which is very cost effective for the number of people we are serving with the program

**VI. Contracts/Agreements**

**A. Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties - Erin Melz, PH Supervisor.** *Motion by Commissioner Westerlund, seconded by Commissioner Napstad, and carried, the vote was to approve and authorize the Board Chair to sign the Mutual Aid Agreement for (Public) Health and Human Services and the Use of Resources including Personnel and Equipment between Aitkin, Itasca, and Koochiching Counties.*

**VII. Administrative Reports:**

- A. Financial Reports** - Kathleen Ryan noted that we are on track with expenditures as planned.

**VIII. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Marcotte  
Committee Members attending today: Bob Marcum & Holly Bray  
Draft Copy of the August 3rd meeting minutes included in packet. Bob Marcum discussed three topics unrelated to the Health & Human Services Advisory Committee which included: Financial Abuse of Elders, Computer Systems from the State Surplus, and Crisis with Mental Health Care.
- B. AEOA Committee Update** – Commissioner Westerlund noted she was on vacation and did not attend the meeting.
- C. NEMOJT Committee Update** – Commissioner Napstad noted they have not met since he last reported/updated the Board.
- D. CJJ (Children’s Justice Initiative)** – Commissioner Westerlund noted they met and are in the working on the development of a Process and Procedures Manual with Judge Solien retiring in the near future.
- E. Lakes & Pines Update** – Commissioner Niemi noted they have not met.
- F. Joint Powers Board Reports:**
- A. Tri-County Community Health Services Board (CHS)**  
Commissioner Westerlund / Erin Melz / Tom Burke - It was noted that they met earlier in August and received the resignation of Ben Kofoed, the Public Health Planner and were approved to hire a new one so they will begin recruiting again to replace the former Public Health Planner.

**IX. Break at 10:00 a.m. for 15 minutes**

**Next Meeting –September 27, 2016**