

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING AGENDA
February 28, 2017**

- 9:05 A.M.**
- I. Attendance**
 - II. Approval of Health & Human Services Board Agenda**
 - III. Review January 24, 2017 Health & Human Service Board Minutes**
 - IV. Review Bills**
 - V. Administrative Reports:**
 - A. Financial Reports - Kathleen Ryan**
 - VI. Joint Powers Board Reports:**
 - A. Tri-County Community Health Services Board (CHS)
Commissioner Westerlund / Erin Melz**
 - VII. Committee Reports from Commissioners**
 - A. H&HS Advisory Committee – Commissioners Westerlund and/or Pratt
Committee Members attending today: Marlene Abear & Shirley Scharrer
Draft Copy of the February 1st meeting minutes included in packet.**
 - B. AEOA Committee Update – Commissioner Westerlund**
 - C. NEMOJT Committee Update – Commissioner Niemi**
 - D. CJI (Children’s Justice Initiative) – Commissioner Westerlund**
 - E. Lakes & Pines Update – Commissioner Niemi**
 - VIII. Break at 9:___ a.m. for _____ minutes**
- Next Meeting – March 28, 2017**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
January 24, 2017**

I. Attendance

The Aitkin County Board of Commissioners met this 24th day of January, 2017, at 9:02 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Chairperson Commissioner Mark Wedel; Commissioners, Anne Marcotte, Don Niemi, Bill Pratt, and Laurie Westerlund, and others present included: Interim County Administrator Patrick Wussow; Interim H&HS Director, Liz DeRuyck; H&HS Staff; Kathy Ryan, Fiscal Supervisor; Jessi Goble, Financial Services Supervisor; Jessi Schultz, Social Service Supervisor; Erin Melz, Public Health Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Adam Hoogenakker, Aitkin Independent Age; and Roberta Elvecrog, H&HS Advisory Committee Member; Bob Harwarth, Georgia Johnson, and Mike Hagen, Citizens.

II. Approval of Health & Human Services Board Agenda

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

III. Review December 20, 2016 Health & Human Service Board Minutes

Motion by Commissioner Marcotte, seconded by Commissioner Pratt, and carried; the vote was to approve the Minutes of the December 20,, 2016 Health & Human Services Board Meeting.

IV. Review Bills

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

V. General/Miscellaneous Information

A. Recommendation for the HHS Director position. *Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried the vote was to appoint Cynthia M. Bennett as the Health and Human Services Director, effective February 27, 2017, per Minnesota Statute 402.05.*

B. Annual Statistical Information for Health & Human Services were reviewed with the Board.

VI. Contracts/Agreements

A. **Purchase of Service Agreements between Aitkin County Health & Human Services and:**
1. **Phil Tange, LICSW for the period February 1, 2017 through December 31, 2017, to purchase mental health services from multi-disciplinary service contractor.**

Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the Purchase of Service Agreements between Aitkin County Health & Human Services and Phil Tange, LICSW for the period February 1, 2017 through December 31, 2017, to purchase mental health services from multi-disciplinary service contractor.

VII. Resolutions

A. **Resolution for Imprest Cash Health & Human Services Office**

CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA

ADOPTED January 24, 2017

COMMISSIONER Marcotte offered the following resolution and moved for its adoption:

RESOLUTION

IMPREST CASH HEALTH & HUMAN SERVICES OFFICE

BE IT RESOLVED, that the Aitkin County Health & Human Services office imprest cash fund be set at \$150.00 according to MS 375.162.

Commissioner Marcotte moved the adoption of the resolution, seconded by Commissioner Pratt, and it was declared adopted upon the following vote:

FIVE MEMBERS PRESENT _____ All Members Voting: _____

STATE OF MINNESOTA)
County of Aitkin) ss.
Office of County Auditor,)

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 24th day of January A.D., 2017, and that the same is a true and correct copy of the whole thereof.

WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 24th day of January A.D., 2017

VIII. Administrative Reports:

A. Financial Reports - Kathleen Ryan included the final 2016 report noting there are still a few payments yet to be processed. Foster Care spent \$757,000 over the \$687,000 budgeted. Transportation fluctuates based on the gas prices at the time.

IX. Committee Reports from Commissioners

- A. H&HS Advisory Committee** – Commissioners Westerlund and/or Pratt
Committee Members attending today: Roberta Elvecrog
Draft Copy of the January 4th meeting minutes included in packet. Roberta reported to the Board that the committee is in the process of looking at the by-laws to make them more relevant to the changes occurring within this committee including eliminating the task forces that were added to the By-laws six or more years ago because the committee has decided to go back to presentations. They want to use the dollars efficiently for the per diems and also number the amount of Supervisory Staff attending the meetings to only those that are presenting that day.
- B. AEOA Committee Update** – Commissioner Westerlund will next month.
- C. NEMOJT Committee Update** – Commissioner Niemi noted there was no meeting.
- D. CJI (Children’s Justice Initiative)** – Commissioner Westerlund noted there was no meeting.
- E. Lakes & Pines Update** – Commissioner Niemi reported they reviewed their audit. He noted there were less people who have applied for fuel assistance and that L&P will be going to Center Based for HeadStart. Erin Melz noted that Cassie Conn, Resource Specialist, will still be doing home visiting.

X. Break at 10:01 a.m. for 15 minutes

Next Meeting – February 28, 2017

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Health & Human Services

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor	Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
4	88284 AITKIN CO RECORDER			26.00	Certified birth certificate -	02/21/2017 02/21/2017	0	General Case Management
15	05- 430- 710- 3930- 6020			26.00	Certified birth certificate -	02/21/2017 02/21/2017	0	General Case Management
31	05- 430- 710- 3930- 6020			26.00	Certified birth certificate -	02/21/2017 02/21/2017	0	General Case Management
	88284 AITKIN CO RECORDER			78.00	3 Transactions			
40	86222 AITKIN INDEPENDENT AGE			77.10	Child Care Advertising - Commu	01/18/2017 01/21/2017	0	Community Ed & Prevent/Advertising
	05- 430- 720- 3020- 6069			77.10	1 Transactions			
	86222 AITKIN INDEPENDENT AGE			77.10	1 Transactions			
37	360 ARROWHEAD ECON OPP AGENCY			13,437.50	MFIP Empl Service- Qtrly Paymen	01/01/2017 03/31/2017	0	Mfip- Employment Services
	05- 430- 720- 3370- 6038			2,500.38	DWP Empl Service- Qtrly Pmt	01/01/2017 03/31/2017	0	Mfip- Employment Services
38	05- 430- 720- 3370- 6038			15,937.88	2 Transactions			
	360 ARROWHEAD ECON OPP AGENCY			15,937.88	2 Transactions			
17	9791 Bieganek/Joan M			105.00	Guardianship/Conservator Activ	01/01/2017 01/31/2017	0	Guardianship/Conservatorship
	05- 430- 760- 3950- 6020			105.00	1 Transactions			
	9791 Bieganek/Joan M			105.00	1 Transactions			
39	11051 Department of Human Services			13,282.90	CCDTF Maintenance of Effort	12/01/2016 12/31/2016	0	Ccdtf County % State Billings
	05- 430- 730- 3590- 6072			13,282.90	1 Transactions			
	11051 Department of Human Services			13,282.90	1 Transactions			
5	10342 DHS- Anoka Metro Rtc			28,875.00	State- operated inpatient	10/10/2016 10/30/2016	0	Commitment Costs - Poor Relief
	05- 430- 745- 3721- 6081			500.00	State- operated inpatient	11/01/2015 11/30/2015	0	Commitment Costs - Poor Relief
32	05- 430- 745- 3721- 6081			29,375.00	2 Transactions			
	10342 DHS- Anoka Metro Rtc			29,375.00	2 Transactions			

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Health & Human Services

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
7 9220 DHS-MSOP 05-430-745-3721-6081		1,147.00	State-operated inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
11 05-430-745-3721-6081		1,147.00	State-operated inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
25 05-430-745-3721-6081		2,867.50	State-operated inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
9220 DHS-MSOP		5,161.50	3 Transactions		
1 89965 DHS-ST PETER-SEE LIST 05-430-745-3721-6081		2,077.00	State-operated inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
12 05-430-745-3721-6081		2,077.00	State-operated inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
13 05-430-745-3721-6081		2,306.40	State-Operated Inpatient 01/01/2017 01/31/2017	0	Commitment Costs - Poor Relief
89965 DHS-ST PETER-SEE LIST		6,460.40	3 Transactions		
33 14324 FAMILIES IN TRANSITION SERVICES 05-430-710-3650-6027		373.11	Supervised visitation - Servic 01/04/2017 01/25/2017	0	Serv For Concurrent Perm Plan
34 05-430-710-3650-6027		387.73	Supervised visitation - Servic 01/06/2017 01/27/2017	0	Serv For Concurrent Perm Plan
14324 FAMILIES IN TRANSITION SERVICES		760.84	2 Transactions		
35 13687 Family Assessment Services 05-430-745-3085-6020		468.75	Adult Outpatient Diagnostic As 01/20/2017 01/27/2017	0	Adult Outpat Diagnostic Assess/Psyc
36 05-430-745-3085-6020		90.00	Adult Outpatient Diagnostic As 01/20/2017 01/27/2017	0	Adult Outpat Diagnostic Assess/Psyc
13687 Family Assessment Services		558.75	2 Transactions		
16 13525 HEARTLAND EXPRESS 05-430-760-3160-6075		60.00	Bus passes - Transportation 02/01/2017 02/28/2017	0	Waiver & Ac Transportation
13525 HEARTLAND EXPRESS		60.00	1 Transactions		
6110 Lakes & Pines CAC, Inc					

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<u>No. Account/Formula</u>			<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
43 05-430-745-3025-6020			Family Resource Specialist - A 11/01/2016 11/30/2016	0	COMMUNITY ED & PREVENTION
44 05-430-745-3025-6020			Family Resource Specialist - W 11/01/2016 11/30/2016	0	COMMUNITY ED & PREVENTION
45 05-430-745-3025-6020			Family Resource Specialist - W 12/01/2016 12/31/2016	0	COMMUNITY ED & PREVENTION
46 05-430-745-3025-6020			Family Resource Specialist - A 12/01/2016 12/31/2016	0	COMMUNITY ED & PREVENTION
47 05-430-745-3025-6020			Family Resource Specialist - A 01/01/2017 01/31/2017	0	COMMUNITY ED & PREVENTION
48 05-430-745-3025-6020			Family Resource Specialist - W 01/01/2017 01/31/2017	0	COMMUNITY ED & PREVENTION
6110 Lakes & Pines CAC, Inc			6 Transactions		
10977 Northern Psychiatric Associates					
26 05-430-740-3050-6020			Child Outpatient Diagnostic As 01/13/2017 01/13/2017	0	Child Outpat Assess/Psyc. Testing
29 05-430-740-3050-6020			Child Outpatient Diagnostic As 01/13/2017 01/13/2017	0	Child Outpat Assess/Psyc. Testing
30 05-430-740-3050-6020			Child Outpatient Diagnostic As 01/13/2017 01/13/2017	0	Child Outpat Assess/Psyc. Testing
41 05-430-740-3900-6020			Clinical supervision- Child Rul 01/12/2017 01/12/2017	0	Child Rule 79 Case Mgmt
14 05-430-745-3085-6020			Adult Outpatient Diagnostic As 01/13/2017 01/13/2017	0	Adult Outpat Diagnostic Assess/Psyc
42 05-430-745-3910-6020			Clinical supervision- Adult Rul 01/12/2017 01/12/2017	0	Adult Rule 79 Case Mgmt
10977 Northern Psychiatric Associates			6 Transactions		
3639 Northland Counseling Ctr Inc					
49 05-430-730-3710-6020			Detoxification (Category I) 01/01/2017 01/21/2017	0	Detoxification - Grand Rapids
3639 Northland Counseling Ctr Inc			1 Transactions		
90748 Oakridge Homes Sils					
10 05-430-750-3340-6073			Semi-Independent Living Servic 01/03/2017 01/31/2017	0	Semi-Independent Living Serv (Sils)
20 05-430-750-3340-6073			Semi-Independent Living Servic		Semi-Independent Living Serv (Sils)

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Health & Human Services

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
90748	Oakridge Homes Sils			1,009.20	01/03/2017 01/26/2017 2 Transactions	0	
9	86066 Port Girl's Group Home 05-430-710-3890-6020			1,970.46	Voluntary - Respite Placement 01/11/2017 01/19/2017 1 Transactions	0	Respite Care - Non Foster Care
	86066 Port Girl's Group Home			1,970.46			
28	6123 PORT GROUP HOMES 05-430-730-3050-6050			100.00	Rule 25 Assessment 01/31/2017 01/31/2017 1 Transactions	0	Rule 25 Assessment
	6123 PORT GROUP HOMES			100.00			
6	13931 RENGO/TIA 05-430-710-3930-6020			46.02	Reimburse for cell phone minut 02/16/2017 02/16/2017 1 Transactions	0	General Case Management
	13931 RENGO/TIA			46.02			
2	88890 Scharrer/Shirley 05-430-750-3950-6020			70.00	Public Guardianship 12/01/2016 12/31/2016	0	Public Guardianship Dd
3	05-430-750-3950-6020			70.00	Public Guardianship 01/01/2017 01/31/2017	0	Public Guardianship Dd
18	05-430-750-3950-6020			70.00	Public guardianship 12/01/2016 12/31/2016	0	Public Guardianship Dd
19	05-430-750-3950-6020			70.00	Public guardianship 01/01/2017 01/31/2017	0	Public Guardianship Dd
21	05-430-750-3950-6020			70.00	Public guardianship 12/01/2016 12/31/2016	0	Public Guardianship Dd
22	05-430-750-3950-6020			35.00	Public guardianship 01/01/2017 01/31/2017	0	Public Guardianship Dd
23	05-430-750-3950-6020			70.00	Public guardianship 12/01/2016 12/31/2016	0	Public Guardianship Dd
24	05-430-750-3950-6020			70.00	Public guardianship 01/01/2017 01/31/2017	0	Public Guardianship Dd
	88890 Scharrer/Shirley			525.00	8 Transactions		
	9140 SIMAR/CANDACE						

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Health & Human Services

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<u>Vendor Name</u>		<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
8	05- 430- 760- 3950- 6020		Guardianship/conservatorship	0	Guardianship/Conservatorship
			01/01/2017 01/31/2017		
	9140 SIMAR/CANDACE		1 Transactions		
		70.00			
	90657 Simmens/Debbie				
27	05- 430- 740- 3890- 6020		Child Respite Care	0	Child Mh Respite
			02/03/2017 02/05/2017		
	90657 Simmens/Debbie		1 Transactions		
		100.00			
		100.00			
	Final Total		21 Vendors		49 Transactions
		97,402.02			



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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



<u>Recap by Fund</u>	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	97,402.02	Health & Human Services	
All Funds		97,402.02	Total	Approved by,
			
			

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 Health & Human Services

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Audit List for Board COMMISSIONER'S VOUCHERS ENTRIE

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Description</u>	
<u>No.</u>	<u>Account/Formula</u>	<u>Accr</u>	<u>Amount</u>	<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>
1	85003 Aitkin County DAC 05-400-440-0410-6231		4.87	CLEANING 01/03/2017 01/31/2017	0	Services/Labor/Contracts
1	05-420-600-4800-6231		10.34	CLEANING 01/03/2017 01/31/2017	0	Services/Labor/Contracts
1	05-430-700-4800-6231		15.21	CLEANING 01/03/2017 01/31/2017	0	Services/Labor/Contracts
	85003 Aitkin County DAC		30.42	3 Transactions		
2	8239 Ameripride Linen & Apparel Services 01-257-000-0000-6422		3.87	CLEANING SUPPLIES 01/03/2017 01/03/2017	2200866822 0	Janitorial Services/Supplies
3	01-257-000-0000-6422		3.87	CLEANING SUPPLIES 01/31/2017 01/31/2017	2200877708 0	Janitorial Services/Supplies
2	05-400-440-0410-6422		4.93	CLEANING SUPPLIES 01/03/2017 01/03/2017	2200866822 0	Janitorial Services/Supplies
3	05-400-440-0410-6422		4.93	CLEANING SUPPLIES 01/31/2017 01/31/2017	2200877708 0	Janitorial Services/Supplies
2	05-420-600-4800-6422		11.27	CLEANING SUPPLIES 01/03/2017 01/03/2017	2200866822 0	Janitorial Services/Supplies
3	05-420-600-4800-6422		11.27	CLEANING SUPPLIES 01/31/2017 01/31/2017	2200877708 0	Janitorial Services/Supplies
2	05-430-700-4800-6422		15.14	CLEANING SUPPLIES 01/03/2017 01/03/2017	2200866822 0	Janitorial Services/Supplies
3	05-430-700-4800-6422		15.14	CLEANING SUPPLIES 01/31/2017 01/31/2017	2200877708 0	Janitorial Services/Supplies
	8239 Ameripride Linen & Apparel Services		70.42	8 Transactions		
4	14366 CliftonLarsonAllen, LLP 05-400-440-0410-6208		16.00	2017 GOVNT TRAINING ACADEMY 02/07/2017 02/07/2017	0	Staff Development/Training
4	05-420-600-4800-6208		34.00	2017 GOVNT TRAINING ACADEMY 02/07/2017 02/07/2017	0	Staff Development/Training
4	05-430-700-4800-6208		50.00	2017 GOVNT TRAINING ACADEMY 02/07/2017 02/07/2017	0	Staff Development/Training
	14366 CliftonLarsonAllen, LLP		100.00	3 Transactions		
	10855 Culligan					

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CJG1
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General Fund

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
5 01-257-000-0000-6342		14.86	COOLER RENTAL SERVICE 02/01/2017 02/28/2017	150-10016285-1 0	Office Equipment Rental/Contracts
5 05-400-440-0410-6301		18.92	COOLER RENTAL SERVICE 02/01/2017 02/28/2017	150-10016285-1 0	Equipment Lease/Space Rental
5 05-420-600-4800-6301		43.23	COOLER RENTAL SERVICE 02/01/2017 02/28/2017	150-10016285-1 0	Equipment Lease/Space Rental
5 05-430-700-4800-6301		58.09	COOLER RENTAL SERVICE 02/01/2017 02/28/2017	150-10016285-1 0	Equipment Lease/Space Rental
10855 Culligan		135.10	4 Transactions		
6 13144 D & D Beverage LLC 05-400-440-0410-6405		5.14	AGENCY SUPPLIES - COFFEE 02/03/2017 02/03/2017	139933 0	Office Supplies
6 05-420-600-4800-6405		10.91	AGENCY SUPPLIES - COFFEE 02/03/2017 02/03/2017	139933 0	Office Supplies
6 05-430-700-4800-6405		16.05	AGENCY SUPPLIES - COFFEE 02/03/2017 02/03/2017	139933 0	Office Supplies
13144 D & D Beverage LLC		32.10	3 Transactions		
8 1333 Dell Marketing L.P. 05-420-600-4800-6402		4,429.62	DELL LATITUDE E5570, BTX 02/08/2017 02/08/2017	1017271043 0	Computer/Technology Supplies
7 05-430-700-4800-6402		13,288.86	DELL LATITUDE E5570, BTX 02/08/2017 02/08/2017	1017271043 0	Computer/Technology Supplies
1333 Dell Marketing L.P.		17,718.48	2 Transactions		
10 11051 Department of Human Services 05-420-650-4400-6025		1,403.53	MA LTC UN 65 01/01/2017 01/31/2017	A300MM8G011 0	State/Fed Share - MA
11 05-420-650-4400-6025		611.98	MA ESTATE COLLECTIONS - FED 01/01/2017 01/31/2017	A300MM8G011 0	State/Fed Share - MA
12 05-420-650-4400-6025		305.98	MA ESTATE COLLECTIONS - ST 01/01/2017 01/31/2017	A300MM8G011 0	State/Fed Share - MA
9 05-430-700-4800-6240		100.00	SSIS MENTOR FEES - 2016	00000394983	Membership/Dues/Association Fees
13 05-430-750-0000-5341	P	900.00	FSG OVERPAYMENT 01/01/2016 12/31/2016	00000395601 0	DD Family Support Grant*35
11051 Department of Human Services		3,321.49	5 Transactions		

Aitkin County



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Vendor Name	Accr	Rpt	Amount	Warrant Description	Service Dates	Invoice #	Account/Formula Description
No. Account/Formula						Paid On Bhf #	On Behalf of Name
14 10786 DNA Diagnostics Center 05-420-640-4800-6397			94.50	IVD GENETIC TEST	02/01/2017 02/06/2017	1318873-1 0	Genetic Tests Iv-D
10786 DNA Diagnostics Center			94.50	1 Transactions			
15 2186 Hillyard Inc - Kansas City 01-257-000-0000-6422			49.90	CLEANING / BATHROOM SUPPLIES	02/17/2017 02/17/2017	602427255 0	Janitorial Services/Supplies
19 01-257-000-0000-6422			3.39	CLEANING / BATHROOM SUPPLIES	02/24/2017 02/24/2017	700274024 0	Janitorial Services/Supplies
15 05-400-440-0410-6422			63.51	CLEANING / BATHROOM SUPPLIES	02/17/2017 02/17/2017	602427255 0	Janitorial Services/Supplies
19 05-400-440-0410-6422			4.32	CLEANING / BATHROOM SUPPLIES	02/24/2017 02/24/2017	700274024 0	Janitorial Services/Supplies
15 05-420-600-4800-6422			145.17	CLEANING / BATHROOM SUPPLIES	02/17/2017 02/17/2017	602427255 0	Janitorial Services/Supplies
19 05-420-600-4800-6422			9.86	CLEANING / BATHROOM SUPPLIES	02/24/2017 02/24/2017	700274024 0	Janitorial Services/Supplies
15 05-430-700-4800-6422			195.07	CLEANING / BATHROOM SUPPLIES	02/17/2017 02/17/2017	602427255 0	Janitorial Services/Supplies
19 05-430-700-4800-6422			13.25	CLEANING / BATHROOM SUPPLIES	02/24/2017 02/24/2017	700274024 0	Janitorial Services/Supplies
2186 Hillyard Inc - Kansas City			484.47	8 Transactions			
16 11889 Honeywell International Inc. 05-400-440-0410-6231			30.83	LABOR - HEATING SERVICE	02/13/2017 02/13/2017	5239102564 0	Services/Labor/Contracts
16 05-420-600-4800-6231			65.52	LABOR - HEATING SERVICE	02/13/2017 02/13/2017	5239102564 0	Services/Labor/Contracts
16 05-430-700-4800-6231			96.36	LABOR - HEATING SERVICE	02/13/2017 02/13/2017	5239102564 0	Services/Labor/Contracts
11889 Honeywell International Inc.			192.71	3 Transactions			
17 2340 Hyytinen Hardware Hank 01-257-000-0000-6422			3.30	FAUCET KIT	01/23/2017 01/23/2017	1376718 0	Janitorial Services/Supplies
17 05-400-440-0410-6422			4.19	FAUCET KIT	01/23/2017 01/23/2017	1376718 0	Janitorial Services/Supplies

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CJG1
2/24/17 1:25PM
Health & Human Services

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

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Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount	Service Dates	Paid On Bhf #	On Behalf of Name
17 05-420-600-4800-6422		9.60	FAUCET KIT 01/23/2017 01/23/2017	1376718 0	Janitorial Services/Supplies
17 05-430-700-4800-6422		12.90	FAUCET KIT 01/23/2017 01/23/2017	1376718 0	Janitorial Services/Supplies
2340 Hyytinen Hardware Hank		29.99	4 Transactions		
88102 Itasca Co Human Services 18 05-400-430-0408-6240		437.50	MCH 1/2 HFA ACCREDITATION FEE 01/25/2017 01/25/2017	MN19 17A 0	Membership/Dues/Association Fees
88102 Itasca Co Human Services		437.50	1 Transactions		
14375 Kessler & Maguire Funeral Home 20 05-420-650-4800-6810		2,100.00	COUNTY BURIAL 02/02/2017 02/02/2017	0	County Burials
14375 Kessler & Maguire Funeral Home		2,100.00	1 Transactions		
90182 Laboratory Corp Of America Holdings 21 05-420-640-4800-6397	P	55.00	IVD GENETIC TEST 0015507330-01 12/09/2016 12/09/2016	54224232 0	Genetic Tests Iv-D
90182 Laboratory Corp Of America Holdings		55.00	1 Transactions		
89079 McGregor Area Ambulance Service 22 05-400-401-0000-6812		2,050.00	AMBULANCE RUNS - JAN '17 01/01/2017 01/31/2017	0	Mcgregor Area Ambulance
89079 McGregor Area Ambulance Service		2,050.00	1 Transactions		
3126 Medtox Laboratories Inc 23 05-400-400-0402-6231		11.26	DP&C - BLOOD LEAD SCREENING 01/31/2017 01/31/2017	0120171691270 0	Services/Labor/Contracts
3126 Medtox Laboratories Inc		11.26	1 Transactions		
89765 Minnesota Elevator, Inc 25 01-257-000-0000-6300		18.88	ELEVATOR SERVICE - FEB '17 02/01/2017 02/28/2017	693943 0	Maintenance-Service Contracts
25 05-400-440-0410-6300		24.03	ELEVATOR SERVICE - FEB '17 02/01/2017 02/28/2017	693943 0	Maintenance/Service Contracts
25 05-420-600-4800-6300		54.92	ELEVATOR SERVICE - FEB '17 02/01/2017 02/28/2017	693943 0	Maintenance/Service Contracts

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Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor No.	Name Account/Formula	Accr	Rpt	Amount	Warrant Description Service Dates	Invoice # Paid On Bhf #	Account/Formula Description On Behalf of Name
25	05-430-700-4800-6300			73.81	ELEVATOR SERVICE - FEB '17 02/01/2017 02/28/2017	693943 0	Maintenance/Service Contracts
89765	Minnesota Elevator, Inc			171.64	4 Transactions		
24	11132 Mn Dept Of Health 05-420-640-4800-6379			40.00	IVD PATRNTY AJUD 0014654099-05 02/08/2017 02/08/2017	1357464 0	Other Iv-D Charges
	11132 Mn Dept Of Health			40.00	1 Transactions		
36	10390 Mower County Sheriff's Office 05-420-640-4800-6379			80.00	IVD SERVICE 0014980969-05 01/27/2017 01/27/2017	1665 0	Other Iv-D Charges
	10390 Mower County Sheriff's Office			80.00	1 Transactions		
26	12449 NEOPOST USA INC 05-400-440-0410-6405			27.36	INK CARTRIDGE - MAIL MACHINE 02/03/2017 02/03/2017	15053702 0	Office Supplies
27	05-400-440-0410-6405			30.24	INK CARTRIDGE - MAIL MACHINE 02/22/2017 02/22/2017	15316230 0	Office Supplies
26	05-420-600-4800-6405			58.14	INK CARTRIDGE - MAIL MACHINE 02/03/2017 02/03/2017	15053702 0	Office Supplies
27	05-420-600-4800-6405			64.26	INK CARTRIDGE - MAIL MACHINE 02/22/2017 02/22/2017	15316230 0	Office Supplies
26	05-430-700-4800-6405			85.50	INK CARTRIDGE - MAIL MACHINE 02/03/2017 02/03/2017	15053702 0	Office Supplies
27	05-430-700-4800-6405			94.50	INK CARTRIDGE - MAIL MACHINE 02/22/2017 02/22/2017	15316230 0	Office Supplies
	12449 NEOPOST USA INC			360.00	6 Transactions		
28	89081 North Ambulance Brainerd 05-400-401-0000-6809			2,385.00	AMBULANCE RUNS - JAN '17 01/01/2017 01/31/2017	0	No. Memorial Ambulance-Aitkin
	89081 North Ambulance Brainerd			2,385.00	1 Transactions		
29	89003 Seven County Process Servers LLC 05-420-640-4800-6379			55.00	IVD SERVICE 0010269365-02 02/13/2017 02/13/2017	20170235 0	Other Iv-D Charges
30	05-420-640-4800-6379			59.00	IVD SERVICE 0010269365-01	20170247	Other Iv-D Charges

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Amount	Service Dates	Paid On Bhf #	On Behalf of Name	
89003 Seven County Process Servers LLC	114.00	02/14/2017 02/14/2017	0		
		2 Transactions			
32 86177 Sheriff Aitkin County 05-420-640-4800-6270	50.00	02/10/2017 02/10/2017	C1700045		Aitkin Co Sheriff Fees Iv-D
			0		
31 05-420-640-4800-6270	50.00	02/08/2017 02/08/2017	C1700054		Aitkin Co Sheriff Fees Iv-D
			0		
33 05-420-640-4800-6270	50.00	02/15/2017 02/15/2017	C1700070		Aitkin Co Sheriff Fees Iv-D
			0		
34 05-430-700-4800-6231	50.00	02/03/2017 02/03/2017	C1700044		Services/Labor/Contracts
			0		
86177 Sheriff Aitkin County	200.00	4 Transactions			
35 87016 Sheriff Itasca County 05-420-640-4800-6379	55.00	02/06/2017 02/06/2017	201700514		Other Iv-D Charges
			0		
87016 Sheriff Itasca County	55.00	1 Transactions			
37 4507 Sorensen Root Thompson Funeral Home 05-420-650-4800-6810	1,650.00	01/24/2017 01/24/2017			County Burials
			0		
4507 Sorensen Root Thompson Funeral Home	1,650.00	1 Transactions			
39 88859 Spee*Dee-St Cloud 05-400-440-0410-6205	21.35	01/03/2017 01/28/2017	3219593		Postage
			0		
38 05-420-600-4800-6205	338.85	01/03/2017 01/28/2017	3219593		Postage
			0		
88859 Spee*Dee-St Cloud	360.20	2 Transactions			
43 86235 The Office Shop Inc 05-400-440-0410-6405	74.10	01/06/2017 01/06/2017	1018291-0		Office Supplies
			0		
44 05-400-440-0410-6405	3.00	01/05/2017 01/05/2017	1018571-0		Office Supplies
			0		
45 05-400-440-0410-6405	3.58	01/06/2017 01/06/2017	1018593-0		Office Supplies
			0		

Aitkin County

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES



Vendor Name	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr	Amount Service Dates	Paid On Bhf #	On Behalf of Name
46 05-400-440-0410-6405		37.98 AGENCY - OSS PRINTER CARTIDGE 01/05/2017 01/05/2017	1018605-0 0	Office Supplies
50 05-400-410-0413-6405		194.99 WIC - CASE 01/10/2017 01/10/2017	1018895-0 0	Office Supplies
52 05-400-440-0410-6405		15.74 AGENCY - ENVELOPES 01/12/2017 01/12/2017	1018957-0 0	Office Supplies
53 05-400-440-0410-6405		9.52 AGENCY - COLOR COPY PAPER 01/18/2017 01/18/2017	1019382-0 0	Office Supplies
54 05-400-440-0410-6405		38.39 AGENCY - CHAIRMATS (10) 01/20/2017 01/20/2017	1019437-0 0	Office Supplies
55 05-400-440-0410-6405		42.11 PH - SUPPLIES 01/24/2017 01/24/2017	1019704-0 0	Office Supplies
56 05-400-440-0410-6405		2.74 AGENCY SUPPLIES 01/24/2017 01/24/2017	1019704-0 0	Office Supplies
58 05-400-440-0410-6405		2.63 ACCTG - CASH FUND VOUCHERS 01/26/2017 01/26/2017	1019859-0 0	Office Supplies
59 05-400-440-0410-6405		24.99 PH - LABELS 01/26/2017 01/26/2017	1019943-0 0	Office Supplies
60 05-400-440-0410-6450		423.99 AGENCY - SHREDDER 01/27/2017 01/27/2017	1020015-0 0	Small Equipment: Telephones, Chairs, etc.
61 05-400-440-0410-6405		1.42 AGENCY SUPPLIES 01/30/2017 01/30/2017	1020122-0 0	Office Supplies
42 05-400-440-0410-6405		9.90 ACCTG - SIGNATURE STAMPS (2) 01/12/2017 01/12/2017	290026-0 0	Office Supplies
40 05-400-440-0410-6300		147.42 OSS - COPIER CONTRACT IRC5240 01/30/2017 01/30/2017	290430-0 0	Maintenance/Service Contracts
41 05-400-440-0410-6300		73.64 MAILRM-COPIER CONTRACT IR6265 01/30/2017 01/30/2017	290430-0 0	Maintenance/Service Contracts
43 05-420-600-4800-6405		157.48 ACCTG - PRINTER TONER 01/06/2017 01/06/2017	1018291-0 0	Office Supplies
45 05-420-600-4800-6405		7.60 AGENCY - PENS 01/06/2017 01/06/2017	1018593-0 0	Office Supplies
46 05-420-600-4800-6405		80.71 AGENCY - OSS PRINTER CARTIDGE 01/05/2017 01/05/2017	1018605-0 0	Office Supplies
47 05-420-640-4800-6405		75.96 CS - DESK DIVIDER (AC) 01/11/2017 01/11/2017	1018754-0 0	Office Supplies
48 05-420-640-4800-6405		120.77 CS - DESK PANEL (AC) 01/12/2017 01/12/2017	1018754-1 0	Office Supplies
49 05-420-640-4800-6405		134.37 CS - DESK PANEL (AC)	1018754-2	Office Supplies

Aitkin County



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Health & Human Services

Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No. Account/Formula	Accr		Service Dates	Paid On Bnf #	On Behalf of Name
	Amount				
52	05-420-600-4800-6405		01/13/2017 01/13/2017	0	Office Supplies
	33.44		AGENCY - ENVELOPES	1018957-0	
53	05-420-600-4800-6405		01/12/2017 01/12/2017	0	Office Supplies
	20.23		AGENCY - COLOR COPY PAPER	1019382-0	
54	05-420-600-4800-6405		01/18/2017 01/18/2017	0	Office Supplies
	81.59		AGENCY - CHAIRMATS (10)	1019437-0	
56	05-420-600-4800-6405		01/20/2017 01/20/2017	0	Office Supplies
	5.82		AGENCY SUPPLIES	1019704-0	
57	05-420-640-4800-6405		01/24/2017 01/24/2017	0	Office Supplies
	51.18		CS - DESK PANEL (AC)	1019781-0	
58	05-420-600-4800-6405		01/24/2017 01/24/2017	0	Office Supplies
	5.61		ACCTG - CASH FUND VOUCHERS	1019859-0	
60	05-420-600-4800-6450		01/26/2017 01/26/2017	0	Small Equipment: Telephones,Chairs, etc
	901.00		AGENCY - SHREDDER	1020015-0	
61	05-420-600-4800-6405		01/27/2017 01/27/2017	0	Office Supplies
	3.02		AGENCY SUPPLIES	1020122-0	
42	05-420-600-4800-6405		01/30/2017 01/30/2017	0	Office Supplies
	21.05		ACCTG - SIGNATURE STAMPS (2)	290026-0	
40	05-420-600-4800-6300		01/12/2017 01/12/2017	0	Maintenance/Service Contracts
	313.26		OSS - COPIER CONTRACT IRC5240	290430-0	
41	05-420-600-4800-6300		01/30/2017 01/30/2017	0	Maintenance/Service Contracts
	156.48		MAILRM-COPIER CONTRACT IR6265	290430-0	
43	05-430-700-4800-6405		01/30/2017 01/30/2017	0	Office Supplies
	231.59		ACCTG - PRINTER TONER	1018291-0	
45	05-430-700-4800-6405		01/06/2017 01/06/2017	0	Office Supplies
	11.18		AGENCY - PENS	1018593-0	
46	05-430-700-4800-6405		01/06/2017 01/06/2017	0	Office Supplies
	118.69		AGENCY - OSS PRINTER CARTIDGE	1018605-0	
51	05-430-700-4800-6405		01/05/2017 01/05/2017	0	Office Supplies
	30.00		REPLACE FILE CABINET KEYS (NA)	1018931-0	
52	05-430-700-4800-6405		01/11/2017 01/11/2017	0	Office Supplies
	49.18		AGENCY - ENVELOPES	1018957-0	
53	05-430-700-4800-6405		01/12/2017 01/12/2017	0	Office Supplies
	29.75		AGENCY - COLOR COPY PAPER	1019382-0	
54	05-430-700-4800-6405		01/18/2017 01/18/2017	0	Office Supplies
	119.98		AGENCY - CHAIRMATS (10)	1019437-0	
56	05-430-700-4800-6405		01/20/2017 01/20/2017	0	Office Supplies
	8.57		AGENCY SUPPLIES	1019704-0	
			01/24/2017 01/24/2017	0	

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 Health & Human Services

Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

Vendor	Name	Accr	Rpt	Warrant Description	Invoice #	Account/Formula Description
No.	Account/Formula			Service Dates	Paid On Bhf #	On Behalf of Name
		Amount				
58	05-430-700-4800-6405	8.25		ACCTG - CASH FUND VOUCHERS 01/26/2017 01/26/2017	1019859-0 0	Office Supplies
60	05-430-700-4800-6450	1,325.00		AGENCY - SHREDDER 01/27/2017 01/27/2017	1020015-0 0	Small Equipment: Telephones,Chairs, etc.
61	05-430-700-4800-6405	4.45		AGENCY SUPPLIES 01/30/2017 01/30/2017	1020122-0 0	Office Supplies
42	05-430-700-4800-6405	30.95		ACCTG - SIGNATURE STAMPS (2) 01/12/2017 01/12/2017	290026-0 0	Office Supplies
40	05-430-700-4800-6300	460.68		OSS - COPIER CONTRACT IRC5240 01/30/2017 01/30/2017	290430-0 0	Maintenance/Service Contracts
41	05-430-700-4800-6300	230.12		MAILRM-COPIER CONTRACT IR6265 01/30/2017 01/30/2017	290430-0 0	Maintenance/Service Contracts
86235	The Office Shop Inc	5,934.10		48 Transactions		
10930	Tidholm Productions					
62	05-430-700-4800-6405	49.95		BUSINESS CARDS (KL) 02/01/2017 02/01/2017	8964 6294 0	Office Supplies
64	05-430-700-4800-6405	49.95		BUSINESS CARDS (NA) 02/07/2017 02/07/2017	8974 6303 0	Office Supplies
63	05-430-700-4800-6405	49.95		BUSINESS CARDS (TR) 02/07/2017 02/07/2017	8975 6303 0	Office Supplies
10930	Tidholm Productions	149.85		3 Transactions		
10657	Totalfunds By Hasler					
65	05-430-000-0000-1205	2,000.00		POSTAGE 02/07/2017 02/07/2017	79000110005968 0	Postage Account
10657	Totalfunds By Hasler	2,000.00		1 Transactions		
Final Total		40,363.23		29 Vendors		124 Transactions

Aitkin County



Recap by Fund

<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>
1	98.07	General Fund
5	40,265.16	Health & Human Services
All Funds	40,363.23	Total

Approved by,

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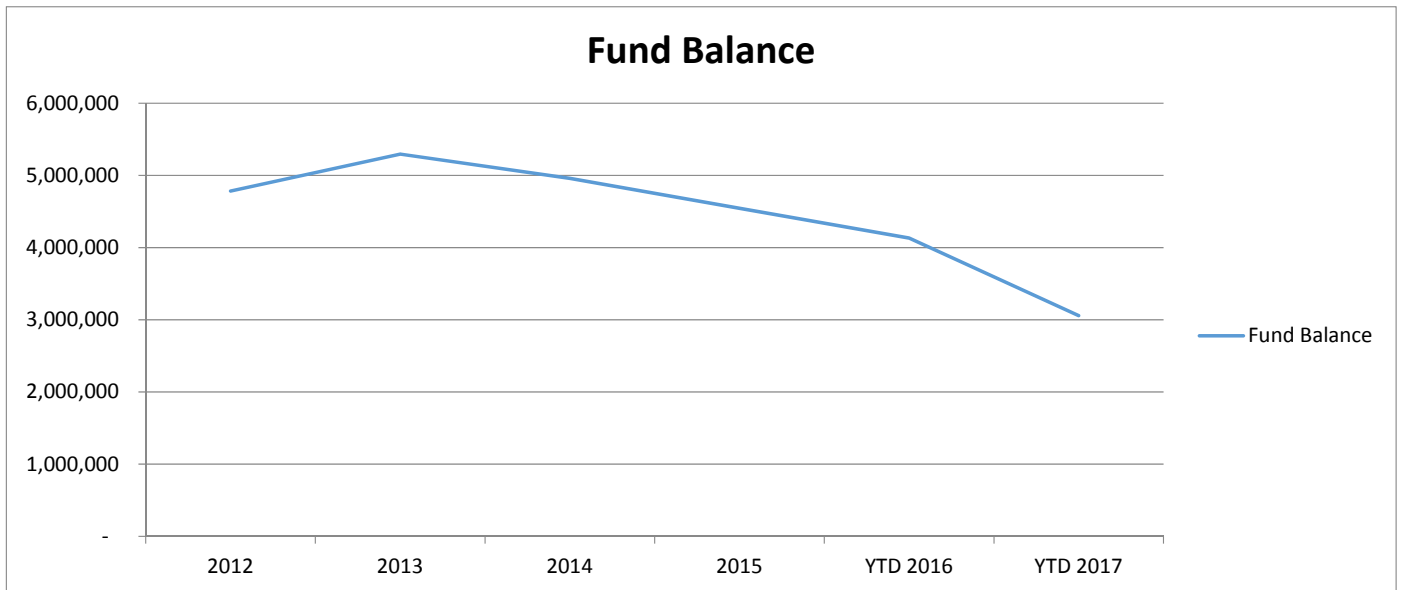
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Aitkin County Health and Human Services

5-Year Trend

	2012	2013	2014	2015	YTD 2016	YTD 2017
Fund Balance	4,783,514	5,295,266	4,959,306	4,544,194	4,132,946	3,057,173

	2012	2013	2014	2015	YTD 2016	YTD 2017
Revenue:						
Tax Levy	(2,445,758)	(2,470,280)	(1,888,237)	(1,982,478)	(2,376,726)	-
Intergovernmental Revenue	(131,276)	(314,824)	(270,042)	(279,448)	(207,004)	-
State Revenue	(723,462)	(686,351)	(881,137)	(1,043,277)	(1,062,714)	(17,331)
Federal Revenue	(2,161,389)	(2,136,553)	(2,168,616)	(2,084,504)	(2,047,014)	(73,411)
Third Party Revenue	(204,217)	(216,749)	(207,346)	(258,635)	(341,275)	(14,677)
Misc. Revenue/Pass Thru	(451,664)	(359,291)	(315,012)	(388,502)	(311,493)	(20,679)
Expenditure:						
Payments for Recipients	1,604,609	1,417,258	1,635,621	1,719,526	1,881,399	337,800
Payroll	3,516,455	3,425,849	3,664,934	3,934,931	4,102,280	743,531
Services/Charges and Fees	397,600	423,064	336,723	343,675	347,003	49,075
Travel and Insurance	87,885	89,679	143,562	156,611	155,526	41,747
Supplies and Small Equipment	33,369	61,402	73,199	110,486	100,869	28,420
Capital Outlay	120,759	52,492	31,266	38,483	48,764	-
Misc. Expenditure/Pass Thru	168,640	184,723	180,414	150,934	120,507	19,762
Net Change to Fund Balance:	(188,448)	(529,581)	335,329	417,802	410,121	1,094,238

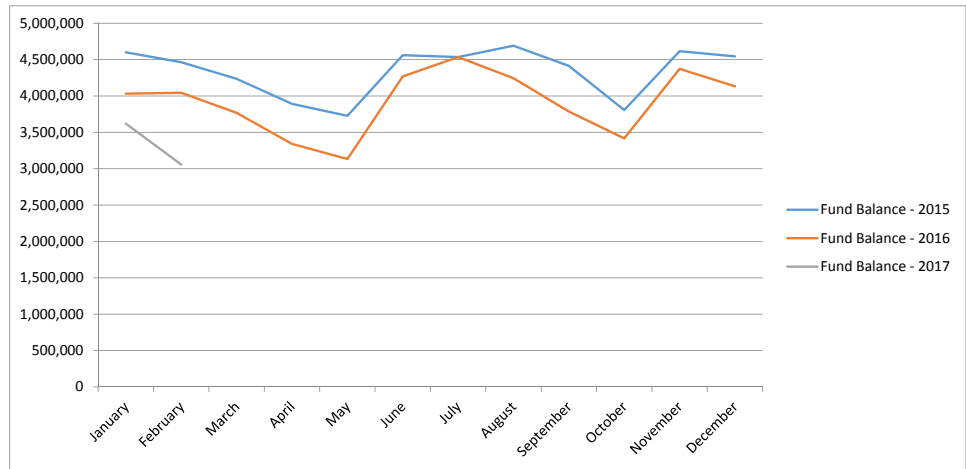


Aitkin County Health and Human Services

Financial Statement for Board

	January	February	March	April	May	June	July	August	September	October	November	December
Fund Balance - 2015	4,600,651	4,463,903	4,236,061	3,892,021	3,727,220	4,560,231	4,534,967	4,690,698	4,413,847	3,806,907	4,615,850	4,544,194
Fund Balance - 2016	4,031,619	4,044,030	3,768,001	3,340,621	3,133,611	4,268,703	4,534,967	4,244,044	3,785,410	3,417,297	4,372,735	4,132,946
Fund Balance - 2017	3,619,229	3,057,173										

	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	YTD 2017
Revenue:													
Tax Levy	0	0											0
Intergovernmental Revenue	0	0											0
State Revenue	(18,231)	900											(17,331)
Federal Revenue	(73,411)	0											(73,411)
Third Party Revenue	(14,677)	0											(14,677)
Misc. Revenue/Pass Thru	(20,882)	203											(20,679)
Expenditure:													
Payments for Recipients	140,882	196,919											337,800
Payroll	433,107	310,424											743,531
Services/Charges and Fees	33,393	15,682											49,075
Travel and Insurance	39,506	2,242											41,747
Supplies and Small Equipment	4,846	23,574											28,420
Capital Outlay	0	0											0
Misc. Expenditure/Pass Thru	9,649	10,113											19,762
Net:	534,182	560,056	0	0	0	0	0	0	0	0	0	0	1,094,238

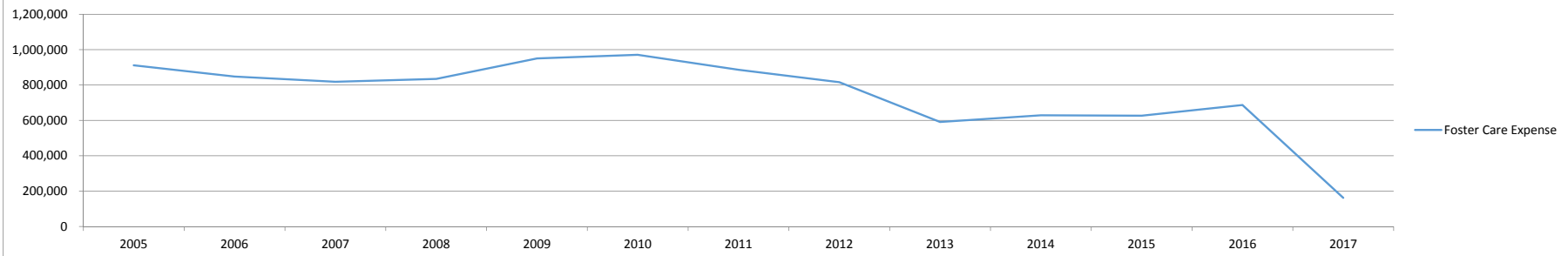


Foster Care Report

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Foster Care Expense	911,375	847,823	818,453	834,512	950,273	970,888	886,243	816,028	590,994	628,755	626,426	686,956	162,283
# of Children	69	73	75	63	64	57	56	49	50	53	65	62	

Foster Care	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Child Shelter	339	3,017	5,139	0	850	0	177	2,696	2,817	0	1,071	2,384	
ICWA	185	2,448	0	0	709	0	0	0	0	0	0	0	
Corrections	0	35,626	6,465	5,444	4,227	9,488	2,656	6,151	1,378	1,968	0	0	
Treatment Foster Care	0	0	8,451	0	0	33,227	101,130	96,216	79,138	35,418	18,948	0	
ICWA	0	0	0	0	0	0	0	0	0	0	7,870	18,632	890
Corrections	0	0	0	33,530	33,811	22,857	0	0	0	0	0	0	
Child Foster Care	388,841	318,577	462,600	384,829	396,552	346,845	167,154	174,298	241,526	158,688	190,403	289,650	37,713
ICWA	22,292	49,915	101,147	131,779	99,413	111,278	138,816	92,451	11,382	24,570	52,441	72,284	29,716
Corrections	1,365	19,740	0	0	0	18,695	11,627	9,783	0	1,998	10,011	0	0
Rule 8	2,750	53,677	12,310	3,174	19,938	14,710	45,321	7,062	0	100	35,955	0	
ICWA	0	0	0	23,947	10,952	48,097	16,400	25,716	7,306	888	0	0	
Corrections	3,565	0	18,675	8,132	44,677	13,373	17,570	43,317	0	0	0	0	
Correctional	0	0	0	0	0	0	0	0	24,953	0	0	0	21,807
ICWA	0	37,418	46,204	35,438	68,751	103,404	107,921	56,691	21,011	68,770	27,341	47,201	890
Corrections	338,671	264,032	141,084	107,867	120,751	66,821	208,353	188,862	142,442	292,193	142,279	149,222	
Northstar Adoption/Kinship	0	0	0	0	0	0	0	0	0	0	0	1,973	
Extented Foster Care	0	0	0	0	0	0	1,228	0	0	100	0	0	
Electronic Monitoring	2,800	976	1,848	0	1,504	1,201	0	352	2,904	0	0	0	
Rule 5	109,597	56,466	0	61,170	95,415	103,210	70,889	99,575	21,835	119,466	96,403	139,532	70,197
ICWA	0	0	7,175	36,321	42,836	36,960	0	0	36,571	0	48,012	27,891	
Corrections	28,130	0	0	0	0	0	0	0	0	0	0	0	
Respite	1,889	428	115	882	7,862	34,851	8,645	9,183	2,358	919	5,765	1,276	1,030
Child Care	5,369	1,406	2,178	0	671	1,579	1,167	0	718	592	4,495	981	179
Health Services	5,546	386	695	0	455	82	194	382	111	2,607	3,108	195	15
Transportation	4,514	4,436	5,897	5,464	10,803	9,584	10,268	7,188	14,129	9,790	7,789	6,098	1,319
Total Foster Care Expenses:	915,854	848,548	819,983	837,977	960,176	976,259	909,516	819,923	610,578	718,066	651,892	757,319	163,756

Foster Care Expense



AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

February 1, 2017

Committee Members Present: Marlene Abear
Kim DeMenge
Roberta Elvecrog
Carole Holten
Kevin Insley
Joy Janzen
Kristine Layne, Riverwood HealthCare
Lynette Maas
Bob Marcum
Jon Moen, AFSCME Union Rep.
Penny Olson
Shirley Scharrer
Commissioner Bill Pratt
Commissioner Laurie Westerlund

Others Present: Jessi Schultz, Social Service Supervisor
Jessi Goble, Financial Services Supervisor
Julie Lueck, Clerk to the Advisory Committee
Liz DeRuyck, Interim Director
Kim Larson, Adult Social Services Supervisor

Guests: Joel Hoppe

Absent: Holly Bray
Bev Mensing, Red Cross
Amanda Voller, Workforce Center

I. Approval of Agenda

Motion by Bob Marcum, seconded by Carole Holten, and carried; the vote was to approve the Agenda.

II. Approval of Minutes of the January 4, 2017 Meeting

Motion by Kristine Layne, seconded by Marlene Abear, and carried; the vote was to approve the Minutes of the January 4, 2017 meeting.

III. Committee Member Input / Updates - Must be informational in nature, relative to Aitkin County Health & Human Services and not exceed (5) minutes per person.

1. Under: Task Force Topic: Effects of repeal of ACA - handouts. Who: Bob Marcum

IV. Introduction of Kim Larson, our new Social Service Supervisor for Adult Services. She has 16 years of experience as a Social Worker.

Liz DeRuyck, the Interim Director, noted this would be her last meeting in this capacity as Cynthia Bennett will be coming back as the Health & Human Services Director as of February 27th.

V. **Volunteer Transportation Presentation - Pam Karnowski / Jessi Schultz/Jess Goble distributed a handout titled "Non-Emergency Medical Transportation (NEMT) Program" that was reviewed with the committee. It was noted that we only have 10 volunteer drivers throughout the county. Drivers are not required to lift wheelchairs, heavy walkers, etc. If they do have heavy equipment, the client may get certified to be able to use Medivan or an ambulance. We advertise the need for volunteer drivers through church bulletins, newspapers, grocery store receipts, etc. It was also noted there is no MNCare Transportation.**

VI. **Continuation of Discussion from the December/January meetings with respect to the Purpose of the Advisory Committee & the 2017 Meetings**

A. **Updated discussion points for committee members to review. Reviewed the handout with revisions to the By-Laws and the Committee Member Job Description that Roberta/Bob/Carole worked on at their meeting last week.**

B. **Discussed the handout with the list of activities committee members would be interested in participating in.**

IX. **Comments:**

A. **Comments from the Committee Members for the Commissioners relative to HHS - Nothing noted.**

B. **Feedback from the Board Meeting**

1. **December 20, 2016 – Roberta Elvecrog noted there were discussions relative to the Phil Tange Contract, Financial Report, and METS.**

C. **Committee Members scheduled to attend upcoming Board Meetings in 2017:**

JANUARY 24	Shirley Scharrer	Roberta Elvecrog
FEBRUARY 28	Marlene Abear	Shirley Scharrer
MARCH 28	Kristine Lane	Amanda Voller
APRIL 25	Bob Marcum	Penny Olson
MAY 23	Kevin Insley	Joy Janzen
JUNE 27	Carole Holten	Marlene Abear
JULY 25	_____	_____
AUGUST 22	Shirley Scharrer	_____
SEPTEMBER 26	Carole Holten	Lynette Maas
OCTOBER 24	Bob Marcum	_____
NOVEMBER 28	_____	_____
DECEMBER 19	Jonathan Moen	_____

IX. **Adjourn**

Motion by Kevin Insley, seconded by Joy Janzen, and carried; the vote was to adjourn the meeting at 5:04 p.m.

Roberta Elvecrog, Chairperson

Julie Lueck, Clerk to the
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 January 4, 2017, Advisory Committee Meeting
- Draft Copy of the January 23, 2017 Health & Human Services Board Meeting Minutes
- 2017 Health & Human Services Board Meeting Dates
- Topics for Discussion/Presentations
- Activities/Meetings where the H&HS Advisory Committee Members can participate
- Advisory Committee Member Job Description with possible revisions/Page 2 of H&HS By-Laws with possible revisions
- Non-Emergency Medical Transportation (NEMT) Program