

AITKIN COUNTY HEALTH & HUMAN SERVICE ADVISORY COMMITTEE MEETING MINUTES

January 4, 2017

- Committee Members Present:** Marlene Abear
Kim DeMenge
Roberta Elvecrog
Carole Holten
Kevin Insley
Kristine Layne, Riverwood HealthCare
Lynette Maas
Bob Marcum
Bev Mensing, Red Cross
Jon Moen, AFSCME Union Rep.
Penny Olson
Shirley Scharrer
Amanda Voller, Workforce Center
Commissioner Bill Pratt
Commissioner Laurie Westerlund
- Others Present:** Kathy Ryan, Fiscal Supervisor
Erin Melz, Public Health Supervisor
Jessi Schultz, Social Service Supervisor
Julie Lueck, Clerk to the Advisory Committee
Liz DeRuyck, Interim Director
- Guests:** Joel Hoppe
- Absent:** Holly Bray
Joy Janzen

I. Approval of Agenda

Motion by Bev Mensing, seconded by Amanda Voller, and carried; the vote was to approve the Agenda.

II. Approval of Minutes of the December 7, 2016 Meeting

Motion by Carole Holten, seconded by Bob Marcum, and carried; the vote was to approve the Minutes of the November 2, 2016 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: this heading Topic: MN Medicaid Committee Rep Who? Bob

Bob Marcum noted the MN Medicaid Committee met on December 20th to discuss MH reform that needs to take place in the near future. He also offered to e-mail a Summary of the Governor's Task Force on Health Reform to Julie to forward on to the members of this committee.

- IV. First meeting for several new members - brief introduction of members to one another were made and Shirley Scharrer shared donut samples from new restaurant in Brainerd.**
- V. Election of Chairperson (Vice Chair Roberta Elvecrog moves into Chair position) and Election of Vice-Chairperson (who will then move into the Chair position January 1, 2018).**
Penny Olson was nominated and declined the nomination. Bob Marcum was also nominated and accepted nomination.

Motion by Carole Holten, seconded by Penny Olson, and carried, the vote was to elect Bob Marcum as the Vice Chairperson for 2017 to then move into the Chairperson position for 2018.

- VI. Continuation of Discussion from the December meeting with respect to the Purpose of the Advisory Committee & the 2017 Meetings**
- A. Discuss financial implications to the decisions noted below.**
Roberta noted she had averaged the per diem and mileage rates for the current members of this committee and found it to be in excess of \$700 per month. She wanted the members to be aware of the cost of the membership on this committee and making sure it is being spent in the best possible way.
- B. Task Force Discussion (relative to dropping the Task Forces at this time and have a presentation at each meeting)**
Members wanted the ability to meet with Supervisors to remain (noting it did not have to necessarily be in the capacity of a Task Force). Presentations to the entire committee seemed to be most favorable so everyone attending would hear the same thing from the same person. These presentations will come from various H&HS Staff with topics pertaining directly to Health & Human Services.
- C. Options for the number of meetings annually (quarterly, every other month, monthly)**
Decided to continue with monthly meetings until the By-Laws are reviewed and possibly revised and determine meeting schedule at that time.
- D. Review & Discuss Membership Composition with the possible need to adjust number or review how composition is set up.**
Discussed the make-up of the committee based on equal representation from each of the five commissioner district plus representation from AFSCME Union and Community Corrections. The possible need to increase the maximum representation to 17 or 18 when the By-Laws are revised again.
- E. Assemble a Sub-Committee to review the By-Laws and Mission Statement to remove the "county plan" verbiage from each document & to possibly adjust the meeting frequency, the maximum number of members on the committee, and other suggested changes**
Volunteers to be on this Sub-Committee include Carole Holten, Bob Marcum, Roberta Elvecrog and Lynette Maas.
- F. Develop a list of presentations to have for each meeting**
Reviewed suggested topics for presentation and chose for 2017 as follows:
February - Volunteer Transportation - Pam Karnowski / Jessi Schultz
March - Adult Protection - Erin Melz / Jessie Schultz / Carol Rollins
April - MA Eligibility/Spenddowns/MA Waiver - Jessi Goble
May - DP&C / Water Quality for Kids in School - Erin Melz

June - Child Support - Ruth Sundermeyer
July - No Meeting
August - Health Care Update - Jessi Goble
September - Preliminary Budget Review - Kathy Ryan
October - Childrens Mental Health - Jessi Schultz
November - SHIP Update - Hannah Colby and Erin Melz
December - Court Work - Jessi Schultz & ???

G. Discuss activities committee members would be interested in participating in.

Reviewed the following list with the committee members:

Child / Family Social Services area:

1. Child Abuse Prevention Council promotion activities
2. Mental Health activities such as serving on the local LAC
3. Foster care recruitment activities.
4. Collaborative
5. Children's Justice Initiative

Adult Social Services area:

1. Sit on the LAC (Local Area Council) (meets monthly)
2. Help with a table to acknowledge Mental Health Awareness month
3. Participate in your community trainings (attend future MH First Aid training)

Accounting area:

1. Budget Committee

Income Maintenance area:

1. Child Care Plan to provide community input
2. MFIP Plan to provide community input
3. Recruitment of child care providers
4. Recruitment of Volunteer Drivers

General Agency Projects:

1. Manning the fair booth along with our staff (to gather public input....)

H. Discuss attendance at the County Board Meetings (sign-up monthly if appropriate)

Committee members signed up and list can be found below under IX. - C.

VII. Task Force Reports/Updates:

A. Corrections - Roberta Elvecrog - No Meeting

B. Public Health – Bob Marcum / Kristine Layne / Holly Bray - No Meeting

C. Children’s Social Services/Mental Health – Holly Bray - No Meeting

D. Adult Social Services/Mental Health – Bob Marcum / Marlene Abear / Carole Holten
No Meeting

VIII. Budget Committee Report/Update – Roberta Elvecrog / Joy Janzen - No Meeting

IX. Comments:

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

Nothing noted at this time.

B. Feedback from the Board Meeting

1. **December 20, 2016 –** Carole Holten noted that Representative Dale Lueck and

Senator Carrie Ruud attended the meeting and spoke about the legislature.

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

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

IX. Adjourn

Motion by Amanda Voller, seconded by Commissioner Westerlund, and carried; the vote was to adjourn the meeting at 4:53 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 December 7, 2016, Advisory Committee Meeting
- Draft Copy of the December 20, 2016 Health & Human Services Board Meeting Minutes
- Jessica Seibert E-mail discussing the purpose of the Advisory Committee (Please read)
- Tentative 2017 H&HS Advisory Committee Meeting Dates
- 2017 H&HS Board Meeting Dates (Sign-up to Attend Board Meetings)
- Blank H&HS Advisory Committee Topics for Discussion/Presentation
- Breakdown of H&HS by Topics for Presentation
- H&HS Advisory Committee 2017 Roster of Members