

**AITKIN COUNTY HEALTH & HUMAN SERVICES**  
**BOARD MEETING MINUTES**  
**July 24, 2012**

**I. Call to Order**

The Aitkin County Board of Commissioners met this 24th day of July, 2012, at 9:02 a.m. as the Aitkin County Health & Human Services Board, beginning with the Pledge of Allegiance, 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 Patrick Wussow; H&HS Director Tom Burke; Staff Members Sue Tange, Social Service Supervisor; Eileen Foss, Income Maintenance Supervisor; Cynthia Bennett, Public Health Supervisor; Kathleen Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Roberta Elvecrog, DAC & HHS Advisory; Vern Awes, HHS Advisory Committee Member; Nanci Sauerbrau, Aitkin Independent Age; and Georgia Johnson, Citizen.

**II. Pledge of Allegiance**

**III. Approval of Agenda**

*Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to approve the agenda as presented today.*

**IV. Review June 26, 2012 Health & Human Service Board Minutes**

*Motion by Commissioner Westerlund, seconded by Commissioner Niemi, and carried; the vote was to approve the June 26, 2012 Health & Human Services Board Meeting Minutes as mailed/posted.*

**V. Review Bills**

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

**VI. General/Miscellaneous Information**

**A. Flooding Update – Sheriff Scott Turner updated the Board on the Flooding Situation and distributed his July 24, 2012, Flood Update sheet.**

**B. Just In Time Video Training was viewed by the Commissioners and audience.** Tom Burke discussed the flooding situation and impact to the residents as well as our agency.

**VII. Contracts**

**A. Facilities Use Agreement between Aitkin County Health & Human Services and State of Minnesota/Minnesota State Colleges and Universities (Pine Technical College) for the period July 1, 2012 through June 30, 2013 for the purpose of Early Childhood classes/training for Child Care Resource & Referral (CCR&R).** *Motion by Commissioner Westerlund, seconded by Commissioner Marcotte, and carried, the motion was to approve and authorize the Board Chair to sign the Facilities Use Agreement between Aitkin County Health & Human Services and State of Minnesota/Minnesota State Colleges and Universities (Pine Technical College) for the period July 1, 2012 through June 30, 2013 for the purpose of Early Childhood classes/training for Child Care Resource & Referral (CCR&R).*

**B. WIC Agreements for the period September 1, 2012 through August 31, 2013 for provision of space to administer the Aitkin County WIC Program between ACHHS and:**

- 1. Hill City Independent School District #2**
- 2. McGregor Independent School District #4**

*Motion by Commissioner Marcotte, seconded by Commissioner Niemi, and carried, the motion was to approve and authorize the Board Chair to sign the WIC Agreements for the period September 1, 2012 through August 31, 2013 for provision of space to administer the Aitkin County WIC Program between ACHHS and:*

- 1. Hill City Independent School District #2*
- 2. McGregor Independent School District #4*

**VIII. Administrative Reports:**

- A. Caseload Update & Graph** – Eileen Foss, Income Maintenance Supervisor, noted that additional funds haven't been needed for crisis situations related to the flooding.
- B. Financial & Transportation Reports** – Kathy Ryan, Fiscal Supervisor, noted that transportation costs are slightly high, but it is still a bargain!

**IX. Joint Powers Board Reports:**

- A. Tri-County Community Health Services Board (CHS) – Commissioner Westerlund / Tom Burke / Cynthia Bennett June 22<sup>nd</sup> Meeting Update/See attached meeting minutes** – Tom Burke noted that an IT discussion took place surrounding a tri-county (Aitkin-Itasca-Koochiching) plan being worked on to have the same set up in CHAMPS as we do in the Income Maintenance E-docs. If so, one county would host and the other two counties would buy licenses off of that which would reduce our cost rather than each one having their own system. Champs will connect with the State of Minnesota. At this point we each have our own systems that have to be merged prior to sending it to the State.

**X. Committee Reports from Commissioners**

- A. H&HS Advisory Committee** - Commissioners Westerlund and/or Marcotte Meeting updates from Committee Members: Vernon Awes & Roberta Elvecrog No Minutes as the June 6<sup>th</sup> meeting was canceled & no meeting held in July. Vernon Awes noted that they received up to \$2,000 from a donor requesting the money be distributed to flood victims to assist them if they don't have insurance to get them back to their normal lives. Suggested they contact Aitkin County CARE to assist in matching those in need with the funding available. Another thought was to contact an electrical inspector to assist with getting power back to homes whose power was shut off due to the flooding.
- B. AEOA / NEMOJT Committee Updates** – Commissioner Napstad noted meetings are held in Virginia and everything was canceled the past month.
- C. CJI (Children's Justice Initiative)** – Commissioner Westerlund
- D. Commissioner Napstad questioned the replacement of the windows in the Pioneer Villa building and removal of the old air conditioners and Commissioner Westerlund noted that replacement was delayed due to unforeseen circumstances. Concerns relative to the high temperatures and lack of AC during this time. It was noted that letters went out to residents in April noting the specifications for the new AC units to be purchased by the residents.**

**XI. Adjournment:**

**Next Meeting – August 28, 2012**

*Motion by Commissioner Napstad, seconded by Commissioner Westerlund, and carried; the vote was to adjourn the meeting at 10:11 a.m.*

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Mark Wedel, Chairperson

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Tom Burke, Director  
Aitkin County Health & Human Services

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Julie Lueck, Clerk to Aitkin County Health & Human Services Board