

**AITKIN COUNTY HEALTH & HUMAN SERVICES  
BOARD MEETING MINUTES  
September 22, 2009**

**I. Call to Order**

The Aitkin County Board of Commissioners met this 22nd day of September, 2009, at 9:01 a.m. as the Aitkin County Health & Human Services Board, beginning with the Pledge of Allegiance, with the following members present: Chairperson J. Mark Wedel; Commissioners Paul Bailey, Brian Napstad, Galen Tveit, and Laurie Westerlund; and others present included: Patrick Wussow, County Administrator; Tom Burke, Director; Staff Members Susan Cebelinski, Social Service Supervisor; Cynthia Bennett, Public Health Supervisor; Eileen Foss, Income Maintenance Supervisor; Kathy Ryan, Fiscal Supervisor; Julie Lueck, Clerk to the Health & Human Services Board; and guests; Nanci Sauerbrei, Aitkin Independent Age; Roberta Elvecrog, Sandy Silver, Tricia Martin, Brian Crowley & Dave Leaf, Health & Human Service Advisory Committee Members; Georgia Johnson and Gary Lamke, Citizens.

**II. Pledge of Allegiance**

**III. Approval of Agenda**

Motion by Commissioner Napstad, seconded by Commissioner Bailey, and carried; the vote was to approve the agenda as revised and presented at this meeting.

**IV. Review August 25, 2009 Health & Human Service Board Minutes**

Motion by Commissioner Tveit, seconded by Commissioner Westerlund, and carried, the vote was to approve the August 25, 2009 Health & Human Service Board Minutes as mailed

**V. Review Bills**

Motion by Commissioner Napstad, seconded by Commissioner Tveit, and carried; the vote was to approve the bills as presented this date.

**VI. Contracts:**

**A. Public Health Emergency Preparedness – Memorandum of Understanding – Vaccination/Medication Distribution Site Agreements between Aitkin County Health & Human Services and:**

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| <ol style="list-style-type: none"><li><b>1. Aicota Healthcare Center</b></li><li><b>2. Aicota Assisted Living</b></li><li><b>3. Chappy's Golden Shores</b></li><li><b>4. Maryhill Manor</b></li></ol> | <p><i>(All 4 have the same wording – This will be the one attached as a sample.)</i></p> |
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Motion by Commissioner Bailey, seconded by Commissioner Westerlund, and carried; the vote was to approve the Public Health Emergency Preparedness – Memorandum of Understanding – Vaccination/Medication Distribution Site Agreements between Aitkin County Health & Human Services and Aicota Healthcare Center, Aicota Assisted Living, Chappy's Golden Shores, and Maryhill Manor.

**VII. General/Miscellaneous Information**

A. PH Nuisance – Tom Burke updated the Board that there has been no contact with the owner since the initial contact. Tom recommends the Board support the findings that this property is a Public Health Nuisance as defined in MN Statutes, Chapter 15A.04 and direct Tom Burke, the agent to the County

Board of Commissioners, to abate this Public Health Nuisance per Aitkin County Policy. Motion by Commissioner Napstad, seconded by Commissioner Bailey, and carried, the vote was to concur with the recommendation and support the findings that this property is a Public Health Nuisance as defined in MN Statutes, Chapter 15A.04 and direct Tom Burke, the agent to the County Board of Commissioners, to abate this Public Health Nuisance per Aitkin County Policy.

- B. MH Maintenance of Effort – Board Discussion – Tom Burke noted that we are not expending in the manner in which the DHS Adult Mental Health Division would like us to. Our delivery of service is more cost effective and therapeutically effective but we are not spending enough money to suit them. They want us to expend by 2011 an additional \$297,231. If we would spend a little more in MH and have someone with a clinical license oversee that spending it would count toward that money. We are working with Sheriff Turner to provide services in the jail and there are other options for this area as well. Our plan, which was sent in over a year ago, has not been accepted and they set it aside and didn't act on it or address it. Now they want us to follow up on it and tell them what we are doing today. At some point they need to tell us how much money they want us to return to them and we will do that. We are passing all of their assessments and evaluations even though we do not need to spend the amount of money they are sending us. Density drives the ability to maintain.
- C. Licensing Fee for Corporate Adult Foster Care – Susan Cebelinski noted we became aware of the legislative change over a year ago and in reviewing the policy it notes that a county may charge a fee to a corporate applicant or corporate license holder to recover the actual cost of licensing inspections, not to exceed \$500 annually. A letter has been drafted to be sent to the five corporate foster care homes in Aitkin County which include: Oakridge, Mystic Meadows, McNeil House, Stein Foster Home, and Chappy's. Board would like an idea of the cost to the county for the application process to see if this amount is adequate and yet not subsidize it. Motion by Commissioner Bailey, seconded by Commissioner Westerlund, and carried, the vote was to approve and authorize the agency to begin to exercise the ability to charge a fee for all corporate adult foster care licenses and relicenses.

#### **VIII. Administrative Reports:**

- A. Caseload Update – Eileen Foss, Income Maintenance Supervisor – Eileen noted that we have seen an increase in requests for crisis assistance and now utility companies are trying to catch up before the cold weather rule goes into place. As of November 1<sup>st</sup> we will not have crisis monies for single adults or families without children.
- B. Financial & Transportation Report – Kathy Ryan, Fiscal Supervisor noted with respect to her transportation report that when gas is over \$2.50 per gallon we provide an additional stipend and cover the no load miles. The rest of the budget is on track. Commissioner Napstad asked for additional details for the number of trips and such. He felt the dollar amounts were well spent and it was very cost effective to help keep folks in their homes. The actual amount the county spent for the month of September was \$8,900.

#### **IX. Committee Reports from Commissioners**

- A. H&HS Advisory Committee - Commissioners Westerlund and/or Tveit  
Meeting updates from Committee Member: Brian Crowley, Sandy Silver, Tricia Martin, Roberta Elvecrog & David Leaf  
See also, attached minutes of the September 2, 2009, meeting.  
Commissioner Westerlund noted that the committee received an informational presentation from Jessica Seibert at their last meeting regarding Operation Community Connect coming up October 22<sup>nd</sup> from 9 a.m. to 3 p.m. at First Lutheran Church in Aitkin. Dave Leaf handed out an ElderCare Service Provider Spreadsheet and noted they had approximately 30 people attend the meeting on September 9<sup>th</sup>. Those in attendance were willing to talk and discuss sensitive issues and agreed changes need to be made. A panel of about 10 people was formed and met on September 14<sup>th</sup> to show good faith efforts and that they will establish a mission statement, by-

