



# Aitkin County Health & Human Services

204 FIRST STREET NW  
AITKIN, MINNESOTA 56431-1291  
PHONE 1-800-328-3744 or 1-218-927-7200  
FAX # 1-218-927-7210

## BOARD MEETING AGENDA September 24, 2019

**9:05 A.M. START**

- 9:06 I. Review/Approval of Health & Human Services Board Agenda**
- 9:07 II. Review/Approval of August 27, 2019 Health & Human Service Board Minutes**
- 9:08 III. Review/Approval of Bills**
- 9:09 IV. Cynthia Bennett, Health & Human Services Director**
  - A. Directors Update**
- 9:24 V. Review/Approve Contracts/Agreements**
  - A. Approve Grants/Contracts/Agreements for ACH&HS from October 1, 2019 through December 31, 2020.**
    - 1. WIC Agreement – Hill City Assembly of God Church**
- 9:25 VI. Erin Melz, Public Health Supervisor & Brea Hamdorf, Public Health Nurse**
  - A. Tobacco Update**
- 9:40 VII. Committee Reports from Commissioners**
  - A. H&HS Advisory Committee Workgroup – Commissioners Wedel and/or Westerlund**
    - 1. Committee members attending today: Terri Mathis/Kari Paulsen**
    - 2. Draft Copy of the September 4, 2019 meeting minutes included in the 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**

**9:50  
END**

**Next Meeting – October 22, 2019**



**AITKIN COUNTY HEALTH & HUMAN SERVICES  
COUNTY BOARD MEETING MINUTES  
August 27, 2019**

**Attendance**

The Aitkin County Board of Commissioners met this 27th day of August, 2019, at 9:01 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, J. Mark Wedel, Laurie Westerlund, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Cynthia Bennett ACH&HS Director, Accounting Supervisor Carli Goble, Jessi Goble Financial Assistance Supervisor, Sheriff Dan Guida, Assistant to the County Administrator Sue Bingham, H&HS Executive Assistant Shawn Speed, and Guests: Joell Hoppe/HHS Advisory Board Member, Cindy Chuhanic/HHS Advisory Board Member, Steven Loney/Northland Counseling Center Director – Aitkin, Colleen Mackay/Northland Counseling Recovery Center Director – Grand Rapids, and Brielle Bredsten/Aitkin Independent Age.

**Agenda**

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members voting yes to approve the August 27, 2019 Health & Human Services Board agenda as presented.

**Minutes**

Motion by Commissioner Niemi, seconded by Commissioner Pratt and carried, all members voting yes to approve the July 23, 2019 Health and Human Services Board minutes.

**Bills**

Carli noted that there was nothing notable on the bills this month.

Motion by Commissioner Wedel, seconded by Commissioner Westerlund and carried, all members voting yes to approve the bills.

**Health & Human Services Director Report, Cynthia Bennett, ACH&HS Director**

**Directors Update**

Cynthia began by noting that Hepatitis A has been in the news a lot lately and that there have been outbreaks across the country and state since about 2016.

In the last year there has been enough of an increase in the number of cases within Minnesota that MDH is considering it an outbreak situation.

Most of the concern is directed at the homeless, incarcerated persons, and the people who work with these populations of people.

Will be setting up clinics to ensure that those people are given the opportunity to be vaccinated.

Brea Hamdorf, Public Health Nurse, is heading up our efforts to ensure those that require the vaccine receive it.

Cynthia also gave the Board members a handout on the disease and our efforts to stop it so that

they would be more able to answer questions, if asked, from their constituents.

Next Cynthia went on to talk about the concerns that MDH has with the current vaping use upswing and the recent number of deaths that have occurred due to a lung disease associated with it.

She started by giving the members a handout on vaping.

According to MDH most of the deaths from vaping have been caused by people using THC products acquired off of the black market. When people buy things off of the black market they cannot be sure of what is exactly in what they are buying.

### **Letters of Support**

Due to SUDS reform and the new rules governing who can perform comprehensive assessments for Rule 25 our staff will no longer be allowed to perform these assessments and as such we need to go to outside providers to have these done. Part of the requirements for them to start doing them is a letter of support from the County Board approving of them providing those services to its citizens. The two letters before you are for that purpose.

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the letter of support for New Freedom Center.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the letter of support for Northland Counseling Center.

### **Steve Loney – Northland Counseling Center Clubhouse**

Cynthia introduced Steven Loney, the Director of the Northland Counseling Center Aitkin Office, which is located in the log building owned by Riverwood Healthcare Center.

Steven gave some background information on the Northland Counseling Center. As part of their expansion of services for Aitkin County they plan on providing outpatient CD treatment and a clubhouse.

The Clubhouse will be for individuals who suffer from mental health illness and are seeking mental health recovery.

They currently have 15 members.

Anyone can participate in the clubhouse who have experience with mental illness, be it from a family member, friend, loved one, etc. and that needs support.

Will provide a structured opportunity to rehab out of their mental illness.

They are actively looking for a permanent home for the clubhouse, as they are meeting in the basement of the Methodist Church in Aitkin, but the housing market has been tough so far.

Commissioner Niemi asked about the activities the clubhouse members would be involved in.

Steven responded that they could be involved in any number of things from simply planning a meal for attendees to running the newsletter. Anything that will help them to learn more interpersonal skills and social skills to be more successful in the community as a whole.

Steven also added that they use the peer support model.

Commissioner Niemi asked what age ranges they work with.

Steven said that they currently only support those 18 years of age and older, but that there are plans in place, once a permanent home is acquired, to offer a structured kids program on Wednesdays.

Steven closed by saying that the clubhouse is not only for NCC clients, but for anyone with mental health concerns, no matter who their primary provider is.

### **Approval of Contracts/Agreements/Policies**

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the Service Agreement between Aitkin County and the McGregor School District for use of their facility during WIC Clinics that are offered in McGregor.

### **County Burial Policy Update, Jessi Goble**

Jessi brought back the County Burial policy for discussion due to it being in the news recently.

She started by giving the members a handout with the history of the program and our current spending levels.

Wanted to let the Board members know that we are keeping our policy up to date and that we are not among those counties having problems with this program.

Commissioner Niemi inquired as to who was responsible for people, such as the homeless, when they die in our county.

Jessi replied that if we are able to find that they were tied to another county that we let that county know and they are responsible for the costs associated with them. However if we are not able to tie them to another county we are responsible and have a duty to that individual that their burial needs get taken care of and that we are respectful of them.

### **Committee Reports**

#### **Joint Powers Board Report/Tri-County Community Health Services Board**

Commissioner Westerlund briefed the Board that they had met up in Backus and went through their financial reports, SHIP update, and had a strategic planning meeting.

#### **HHS Advisory Committee Update**

Joell Hoppe and Cindy Chuhanic, Advisory members, were in attendance and briefed the Board members that they began their meeting by being briefed by Kari Paulsen, Advisory member that the US Census Bureau is looking for workers at this time for the upcoming census.

Next Joell said they had been briefed on the 2020 HHS Budget proposal by Carli Goble and that they had voted unanimously to approve HHS's request to the Board and had a signed letter from the Advisory Committee Chairperson Carole Holten asking that the Board approve HHS's proposed 2020 budget.

## **AEOA Update**

Commissioner Westerlund stated that they did meet and had gone over some policy letters along with voting to approve giving employees that retire from AEOA \$100/year of employment upon retiring. Commissioner Westerlund noted that she was the only nay to approving this item.

Other than that they also did strategic planning.

The meeting was adjourned at 9:49 a.m.

Next Meeting – September 24, 2019



Print List in Order By: 4  
1 - Fund (Page Break by Fund)  
2 - Department (Totals by Dept)  
3 - Vendor Number  
4 - Vendor Name

Explode Dist. Formulas Y

Paid on Behalf Of Name  
on Audit List?: N

Type of Audit List: D  
D - Detailed Audit List  
S - Condensed Audit List

Save Report Options?: N

# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>
27	86222 Aitkin Independent Age 05-430-720-3020-6069		79.47	Child Care Advertising - Commu 08/17/2019 08/21/2019	Community Ed & Prevent/Advertising	N
	86222 Aitkin Independent Age		79.47	1 Transactions		
36	9791 Bieganek/Joan M 05-430-760-3950-6020		105.00	Guardianship/Conservator Activ 08/01/2019 08/31/2019	Guardianship/Conservatorship	Y
	9791 Bieganek/Joan M		105.00	1 Transactions		
17	11572 Cooperative Solutions Inc. 05-430-710-3660-6020		50.00	Family Group Decision Making-A 09/09/2019 09/09/2019	Family Group Decision Making	N
18	05-430-710-3660-6020		80.67	Family Group Decision Making-F 09/09/2019 09/09/2019	Family Group Decision Making	N
19	05-430-710-3660-6020		840.00	Family Group Decision Making 09/09/2019 09/09/2019	Family Group Decision Making	N
	11572 Cooperative Solutions Inc.		970.67	3 Transactions		
3	11051 Department of Human Services 05-430-720-3110-6069		361.00	BSFE County Match Invoice #A30 08/01/2019 08/31/2019	Bsf Child Care	N
4	05-430-720-3110-6069		361.00	BSFE County Match Invoice #A30 07/01/2019 07/31/2019	Bsf Child Care	N
	11051 Department of Human Services		722.00	2 Transactions		
28	10342 DHS-Anoka Metro Rtc 05-430-745-3720-6081		500.00	State-operated inpatient 11/01/2015 11/30/2015	State-Operated Inpatient - Rtc Or Cbh	N
	10342 DHS-Anoka Metro Rtc		500.00	1 Transactions		
22	9220 DHS-MSOP 05-430-745-3721-6081		1,218.30	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N
23	05-430-745-3721-6081		3,045.75	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N
24	05-430-745-3721-6081		3,045.75	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N

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<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>
25	05-430-745-3721-6081		1,218.30	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N
	9220 DHS-MSOP		8,528.10	4 Transactions		
20	89965 DHS-ST PETER-SEE LIST 05-430-745-3721-6081		9,982.00	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N
21	05-430-745-3721-6081		9,982.00	State-operated inpatient 08/01/2019 08/31/2019	Commitment Costs - Poor Relief	N
	89965 DHS-ST PETER-SEE LIST		19,964.00	2 Transactions		
13	14960 Elite Fence & Deck LLC 05-430-750-3410-6094		6,800.00	Fence and installation - Env. 09/16/2019 09/16/2019	Environment Access,Adapt,Special Sup	Y
	14960 Elite Fence & Deck LLC		6,800.00	1 Transactions		
32	91345 Elvecrog/Roberta C 05-430-750-3950-6020		70.00	Public guardianship 08/01/2019 08/31/2019	Public Guardianship Dd	Y
33	05-430-750-3950-6020		105.00	Public guardianship 08/01/2019 08/31/2019	Public Guardianship Dd	Y
34	05-430-760-3950-6020		105.00	Guardianship/Conservatorship 08/01/2019 08/31/2019	Guardianship/Conservatorship	Y
35	05-430-760-3950-6020		70.00	Guardianship/Conservatorship 08/01/2019 08/31/2019	Guardianship/Conservatorship	Y
	91345 Elvecrog/Roberta C		350.00	4 Transactions		
8	13687 Family Assessment Services 05-430-745-3085-6020		812.50	Adult Outpatient Diagnostic As 08/15/2019 08/29/2019	Adult Outpat Diagnostic Assess/Psyc	6
9	05-430-745-3085-6020		160.00	Adult Outpatient Diagnostic As 08/15/2019 08/29/2019	Adult Outpat Diagnostic Assess/Psyc	6
	13687 Family Assessment Services		972.50	2 Transactions		
2	13859 GUSTAFSON/ASHLEY 05-430-710-3460-6065		200.00	Gas card - Adolescent Life Ski 09/18/2019 09/18/2019	Self Funds - Adolescent Life Skills	N



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	<u>Account/Formula</u>	<u>Accr</u>		<u>Service Dates</u>	<u>Paid On Bhf #</u>	<u>On Behalf of Name</u>	
13859	GUSTAFSON/ASHLEY		200.00	1 Transactions			
42	15346 KARMODY YOGA 05-430-700-4800-6803		50.00	Yoga Session - Adult Services 10/03/2019 10/03/2019		Mh Int - Consumer Support	Y
	15346 KARMODY YOGA		50.00	1 Transactions			
6	10977 Northern Psychiatric Associates 05-430-745-3085-6020		246.98	Adult Outpatient Diagnostic As 08/09/2019 08/09/2019		Adult Outpat Diagnostic Assess/Psyc	6
7	05-430-745-3085-6020		246.97	Adult Outpatient Diagnostic As 08/09/2019 08/09/2019		Adult Outpat Diagnostic Assess/Psyc	6
10	05-430-745-3085-6020		246.97	Adult Outpatient Diagnostic As 08/09/2019 08/09/2019		Adult Outpat Diagnostic Assess/Psyc	6
11	05-430-745-3085-6020		246.98	Adult Outpatient Diagnostic As 08/09/2019 08/09/2019		Adult Outpat Diagnostic Assess/Psyc	6
	10977 Northern Psychiatric Associates		987.90	4 Transactions			
43	15011 NORTHLAND COUNSELING CENTER 05-430-700-4800-6803		1,666.66	Club house - Community Support 08/01/2019 08/31/2019		Mh Int - Consumer Support	N
	15011 NORTHLAND COUNSELING CENTER		1,666.66	1 Transactions			
5	3639 Northland Counseling Ctr Inc 05-430-730-3710-6020		4,550.00	Detoxification (Category I) 08/04/2019 08/19/2019		Detoxification - Grand Rapids	6
	3639 Northland Counseling Ctr Inc		4,550.00	1 Transactions			
29	90748 Oakridge Homes Sils 05-430-750-3340-6073		462.55	Semi-Independent Living Servic 08/02/2019 08/25/2019		Semi-Independent Living Serv (Sils)	N
30	05-430-750-3340-6073		311.17	Semi-Independent Living Servic 08/05/2019 08/29/2019		Semi-Independent Living Serv (Sils)	N
31	05-430-750-3340-6073		185.02	Semi-Independent Living Servic 08/12/2019 08/27/2019		Semi-Independent Living Serv (Sils)	N
	90748 Oakridge Homes Sils		958.74	3 Transactions			
	87514 Pine Manors Inc						

# Aitkin County



<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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	05-430-730-3710-6080		325.00	Detoxification (Category I)	Detoxification - Other	N
				08/22/2019 08/23/2019		
87514	Pine Manors Inc		325.00	1 Transactions		
14744	PRESBYTERIAN FAMILY FOUNDATION,					
37	05-430-760-3950-6020		37.70	Guardianship/Conservatorship	Guardianship/Conservatorship	Y
				08/01/2019 08/31/2019		
38	05-430-760-3950-6020		705.29	Guardianship/Conservatorship	Guardianship/Conservatorship	Y
				08/01/2019 08/31/2019		
39	05-430-760-3950-6020		39.44	Guardianship/Conservatorship	Guardianship/Conservatorship	Y
				07/01/2019 07/31/2019		
40	05-430-760-3950-6020		943.22	Guardianship/Conservatorship	Guardianship/Conservatorship	Y
				07/01/2019 07/31/2019		
14744	PRESBYTERIAN FAMILY FOUNDATION,		1,725.65	4 Transactions		
15331	RASINSKI TOTAL DOOR SERVICE LLC					
14	05-430-750-3410-6094		3,691.45	Door and installation - Env. A	Environment Access,Adapt,Special Sup	N
				09/16/2019 09/16/2019		
15331	RASINSKI TOTAL DOOR SERVICE LLC		3,691.45	1 Transactions		
8599	RRHS UMCM MESABA CLINICS					
15	05-430-745-3730-6020		1,816.00	Acute Care Hospital Inpatient	Adult Acute Care Hospital Inpatient	6
				08/10/2019 08/14/2019		
8599	RRHS UMCM MESABA CLINICS		1,816.00	1 Transactions		
4390	Security State Agency					
41	05-430-710-3470-6020		843.00	Car insurance premium - Indepe	Independent Living Skills	N
				09/19/2019 09/26/2019		
4390	Security State Agency		843.00	1 Transactions		
14390	TANGE, MSW/PHILIP B					
26	05-430-740-3900-6020		90.00	Clinical supervision-Child Rul	Child Rule 79 Case Mgmt	6
				08/08/2019 08/08/2019		
12	05-430-745-3090-6050		405.00	Pre-Petition Screening/Hearing	Pre-Petition Screening/Hearing	6
				08/08/2019 08/09/2019		
16	05-430-745-3910-6020		270.00	Clinical supervision-Adult Rul	Adult Rule 79 Case Mgmt	6
				08/08/2019 08/08/2019		

SLM1  
 9/20/19 2:29PM  
 Health & Human Services

# Aitkin County



Audit List for Board COMMISSIONER'S VOUCHERS ENTRIES

<u>Vendor</u>	<u>Name</u>	<u>Rpt</u>	<u>Warrant Description</u>	<u>Invoice #</u>	<u>Account/Formula Descripti</u>	<u>1099</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>
14390	TANGE, MSW/PHILIP B		765.00	3 Transactions		
44	14040 WELLS FARGO BUSINESS CREDIT 05-430-700-4800-6805		555.93	MH INIT Transportation 08/05/2019 08/05/2019	Mh Init - Transportation	N
45	05-430-700-4800-6805		890.84	MH INIT Transportation 08/14/2019 08/14/2019	Mh Init - Transportation	N
14040	WELLS FARGO BUSINESS CREDIT		1,446.77	2 Transactions		
Final Total .....			58,017.91	23 Vendors	45 Transactions	

# Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	58,017.91	Health & Human Services	
	All Funds	58,017.91	Total	Approved by, .....
				.....
				.....



# Aitkin County Health & Human Services

204 FIRST STREET NW  
AITKIN, MINNESOTA 56431-1291  
PHONE 1-800-328-3744 or 1-218-927-7200  
FAX # 1-218-927-7210

## WIC AGREEMENT – Hill City

**THIS AGREEMENT** is made and entered into the 1st day of October, 2019 by and between Aitkin County Health and Human Services for the Aitkin County WIC Program, hereinafter referred to as the “Department” and the Hill City Assembly of God Church, Hill City, hereinafter referred to as the “Hill City Assembly of God Church”.

**IN CONSIDERATION** of the mutual promises, agreements, and understanding hereinafter set forth, it is agreed as follows:

1. The Hill City Assembly of God Church will provide space within their premises for the Department to administer the Aitkin County WIC Program for eligible Women, Infants, and Children through WIC Clinics at a rate of \$45.00 per quarter for the use of the facility. (Quarterly payments due October, January, April and July.)
2. The Department will hold the Clinic at the contracted location once a month.
3. The time and dates of the WIC Clinic will be:

Every third Tuesday of the month: 9:00 a.m. – 4:30 p.m.

Any changes in rental fees, times or dates will be negotiated between the Department and the Hill City Assembly of God Church.

4. The Hill City Assembly of God Church will provide tables, chairs, heat and light for the Department to carry out the WIC Clinic. The Department agrees to leave the premises in the same condition as at the beginning of the Clinic.
5. The Hill City Assembly of God Church shall take all necessary steps to maintain and keep the premises in a safe and clean condition. This shall include (a) sidewalks and parking areas cleared of snow and ice and other obstructions; (b) stairways and walkways cleared of clutter and in safe repair; (c) electrical hazards removed from the Department’s area.
6. This agreement shall continue and be binding upon both parties until December 31st, 2020. Termination of this agreement may be made by either party with sixty (60) days written notice of intention to the other party.
7. The Lessor agrees to abide by all Federal and State nondiscrimination legislation to the effect that no person shall be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination on the basis of race, color, national origin, age, sex, or handicap in regards to the WIC Program.

RECEIVED

SEP 09 2019

This Institution is an Equal Opportunity Provider

Aitkin County Health and Human Services

By: \_\_\_\_\_

Its: Director

Date: \_\_\_\_\_

Hill City Assembly of God Church

By: Lisa Jordan

Printed Name: Lisa J Jordan

Its: Pastor

Date: 09.06.2019

Aitkin County Board of Commissioners

By: \_\_\_\_\_

Its: Chairperson

Date: \_\_\_\_\_

Approved as to form and execution:

By: \_\_\_\_\_

Its: Jim Ratz, County Attorney

Date: \_\_\_\_\_



# Aitkin County Health & Human Services

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## AITKIN COUNTY HEALTH & HUMAN SERVICES ADVISORY COMMITTEE

### Meeting Minutes

September 4, 2019

**Committee Members Present:**

- Carole Holten**
- Cindy Chuhanic**
- Joel Hoppe**
- Joy Janzen**
- Kari Paulsen**
- Kevin Insley**
- Kristine Layne**
- Lori Chenevert**
- Penny Olson**
- Steve Teff**
- Terri Mathis**

**Commissioner Laurie Westerlund**

**Guests:**

- Shawn Speed, Scribe**
- Erin Melz**
- Hannah Colby**
- Robert Marcum**

**Absent:**

- Commissioner Mark Wedel**
- Cynthia Bennett**
- Joell Miranda**

### **I. Call to Order**

A. Carole called to order the regular meeting of the Aitkin County Health & Human Services Advisory Committee at 3:03 pm on September 4, 2019 at Aitkin County Health & Human Services in the large conference room.

### **II. Approval of September 4, 2019 Agenda**

A. Laurie moved to approve the agenda, Steve seconded, all members voting yes to approve the agenda.

### **III. Approval of minutes from August 7, 2019 meeting**

- A. Joy moved to approve the minutes as written, Joel seconded, all members voting yes to approve the August 7, 2019 minutes.

#### **IV. Committee Member Input/Updates**

- A. Erin briefed the members that at the last meeting the members were presented with our proposed budget for 2020. Original request was to use \$300,000 from fund balance next year as part of our budget. Since then there has been a meeting of the County Budget Committee and they have requested that we use \$350,000 out of fund balance. County policy requires we keep 40-50% in fund balance, at \$300,000 we would have been at 46% and with it changing to \$350,000 we will still be within those limits at 45%.
  - 1. Due to the change a motion was made by Steve to approve the change to the budget proposal, Joel seconded, all members voting yes to approve the amendment.
- B. Carole mentioned that the Angels were selling buttons at the McGregor Wild Rice Days this last weekend to become a “Friend of the Angels” for \$30 and if a business wanted to become a “Friend” they could buy a button for \$100.
- C. Shawn talked about the HOPE visitation open house that is being held on Monday September 9 from 2-6. They have recently remodeled the old Remnica House to provide supervised visitation opportunities for families that need it.
- D. Terri said that CARE is looking for Tai-Chi and Matter of Balance Instructors for Aitkin and McGregor. Training will be provided for two days, each class, in October with mileage and lodging to get the required training.
- E. Erin added that we had put n for some Suicide Prevention grants last spring and there were only two awards given then, we were number three, but we just found out that the state received some additional funding and we were awarded around \$10,000/year for 4 years towards that program. Will be more information during the next workgroup meeting next month.
- F. Bob mentioned that the Angel’s Board and volunteers were approved to get QPR training for Suicide Prevention and they are working with Brea on it.
- G. Hannah mentioned the McGregor Health and Wellness Fair is going to be held on September 25<sup>th</sup> at the McGregor Community Center from 3-5:30 pm.
- H. Kari sent around a flyer about job openings working with the US Census. A representative from them, Patrick, will be at the Birchstreet Center on September 23 from 11-1 to help people with applications. He has the ability to stay later if he needs to.
- I. Erin added that Public Health has been working with MEND, who is the contracted Health Service for the Aitkin County Jail, in regards to the Hep-A vaccine, to ensure that inmates are able to access it if they would like it given to them.
- J. Will be vaccinating Jail staff, deputies, and HHS Staff if they would like it.

#### **V. SHIP Update – Hannah Colby**

- A. Hannah started by mentioning that the SHIP program funding has been renewed by the State for the next two years at its current funding levels.



- B. 2019-2020 work plan is completed for next year.
- C. Community Health Living Update
  - 1. Looking to continue our current partnerships.
  - 2. Farm2Institution will continue with only Riverwood Healthcare Center and Aicota as this year the local farmers have ran into some issues with their crops due to the hard growing season.
  - 3. The two farmers markets will continue until the second weekend in October. Both are working on the ability to take the EBT/SNAP card to be used there. Runs Thursday's from 5-7pm and Saturday's from 8am-1pm between Block North Brewpub and Guidepoint Pharmacy.
  - 4. Food retail convenience store, the "Good Food Sold Here" campaign. She has not been able to add more stores as of yet, although she has identified potential partners. Hopes to do more work with this this fall.
- D. Community Active Living
  - 1. Partnering with the City of Aitkin, and working with the City Administrator, to secure funds for renewing and expanding the City trails.
  - 2. Will be using some SHIP dollars to add wayfinding signs along the trail that will give people information about the trail and will have 5 stations that will show you a video of an activity you can do at that station on your phone.
  - 3. ARDC is helping to develop a plan to expand our trails.
- E. Childcare Project
  - 1. Have allocated monies to carry over next year.
  - 2. Last Wednesday an application packet went out to all 23 childcare providers in the county and the new childcare center at Aitkin Health Services for a mini grant.
  - 3. Five providers will be selected to receive the mini grant and use it to work on three strategies:
    - i. Nutrition Education
    - ii. Physical Activity
    - iii. Increasing Breastfeeding Support
- F. Farm2School
  - 1. Continuing partnership with all three of the schools, Aitkin, McGregor, and Hill City. Lack of produce is affecting this however as well.
- G. School Wellness Committee Membership
- H. Safe Routes to School Plan
  - 1. All three have plans, however Hill City's needs updating.
  - 2. Aitkin included the new sidewalks along 1<sup>st</sup> Street as a part of this.
- I. Working on a website for Aitkin County SHIP so that people can more readily access information on the program.

## **VI. Comments**

- A. Feedback from the HHS Board Meeting – Cindy and Joel
  - 1. Minutes of that meeting are attached.
- B. Committee Members scheduled to attend upcoming HHS Board meetings in 2019:

September 24	Terri	Kari
October 22	_____	_____
November 26	_____	_____
December 17	Kristine	_____

**VII. Adjournment**

A. The meeting was adjourned at 4:00pm.

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Carole Holton, Chairperson

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Shawn Speed, Clerk to the ACH&HS Advisory Board

The following documents were included in the packet of information sent to the members for review prior to the meeting or distributed at the meeting:

- Copy of the agenda for the September 4, 2019 meeting.
- Copy of the minutes from the August 7, 2019 meeting.
- Copy of the August 27, 2019 H&HS Board meeting minutes.