

The Aitkin County Board of Commissioners met this 24th day of April, 2018 at 9:03 a.m. with the following members present: Board Chair Anne Marcotte, Commissioners J. Mark Wedel, Laurie Westerlund, Don Niemi, Bill Pratt, County Administrator Jessica Seibert and Administrative Assistant Sue Bingham.

CALL TO ORDER

Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve the April 24, 2018 agenda.

**APPROVED
AGENDA**

**AITKIN COUNTY HEALTH & HUMAN SERVICES
BOARD MEETING MINUTES
April 24, 2018**

**HEALTH & HUMAN
SERVICES BOARD**

Attendance

The Aitkin County Board of Commissioners met this 24th day of April, 2018, at 9:06 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Board Chair Anne Marcotte, Commissioners Laurie Westerlund, J. Mark Wedel, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Health & Human Services Director Cynthia Bennett, Accounting Supervisor Carli Goble, Financial Assistance Supervisor Jessi Goble, Public Health Supervisor Erin Melz, Social Services Supervisor-Adult Services Kim Larson, Social Services Supervisor-Children’s Services Jessi Schultz, Health & Human Services Administrative Assistant Shawn Speed, and Guests: Kristine Layne/H&HS Advisory Committee Member, Brielle Bredsten/Aitkin Independent Age, and Bob Harwarth/Citizen.

Agenda

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve the April 24, 2018 Health & Human Services Board agenda.

Minutes

Motion by Commissioner Wedel, seconded by Commissioner Niemi and carried, all members voting yes to approve the March 27, 2018 Health and Human Services Board minutes.

Bills

Carli Goble, Fiscal Supervisor, presented the bills to the board and noted no significant changes.

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

Health & Human Services Director Report, Cynthia Bennett H&HS Director

Cynthia started by presenting the Board with a draft copy of the new agenda format she would like to use for upcoming HHS Board meetings which would be the same basic format that is used now except financial reports would be given quarterly and be more detailed than the monthly reports have been. The eight other meetings would include an update on one of our many programs by the particular supervisor who manages that specific area within HHS. The presentation would include the program area, criteria for services, number of clients served, number of staff,

revenues/expenditures, community partners/impact of services, personal Aitkin County story, and any challenges or impending changes that will impact our county related to this service.

She also talked about the new contract summary page that will provide board members with a better idea of what the contract entails, how it serves our consumers and whether or not we are seeking board action. This will provide the key components of the agreement and save on meeting preparation time for the commissioners.

In closing she talked about a couple of key legislative proposals that HHS is watching this session.

- The MNIT's field testing requirements is proposing that all new software has to include county IT and county input along with pilot testing before a new program is rolled out.
- Legislative proposal to allow counties to appeal decisions that the Anoka Regional Treatment Center makes concerning discharge status of consumers. This will allow counties an opportunity to dispute decisions made by Anoka Regional Treatment Center that place counties responsible for the full rate of reimbursement for those consumers whom are deemed by Anoka Regional Treatment Center to be ready for discharge. Currently there is no appeal process for Counties who disagree with Anoka Regional Treatment Center's findings.
- Removing the Child Protection withholding. Currently, counties receive 80% of their funding in July and the remaining 20% in February if they meet the state criteria requirements. The original legislative proposal was to eliminate the withholding. There was an addition to this language and now includes a statement to direct the 20% withholding from counties not meeting criteria to the development of a child welfare training academy. This would not help counties in the long run and would be more beneficial for the state to provide adequate training on the front end and also to provide guidance and interpretation of statutes related to Child Welfare services.
 - Commissioner Marcotte commented that she read that 80 percent of newly hired child protection workers were leaving their jobs after only 6 months due to how demanding the current jobs are.

Approval of Contracts

Motion by Commissioner Westerlund, seconded by Commissioner Niemi and carried, all members voting yes to approve the agreement to provide Semi-Independent Living Services (SILS) through Woodview Support Services/Oakridge Homes, Inc.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the agreement to provide Guardianship/Conservator services through Lutheran Social Services of Minnesota.

Foster Care Grievance Policy, Jessi Schultz

Jessi shared the updated version of the Foster Care Grievance Policy with the Board members. It does not require board approval however she wanted to let the board know that it had been updated and will be added to the handbooks.

Financial Reports

Carli Goble reviewed the financial statement for the board-

1. Reported on March 2018.

2. Foster care is currently about half of what it was last year. This may be due to children being placed in family foster homes as opposed to being put into residential treatment centers.
3. Residential treatment center costs for April were highlighted and a handout shared. Discussion around this topic included rates, how discharge and discharge planning works, how determining rates for consumers works and what we are doing to assure timely discharge planning. Handout is attached.
4. HHS spending for total budget should be at around 33% of our budget at this time and we are currently at about 29% right now and should not get close to the 33% after the checks are run this week.

Region V+ Mental Health Grant Opportunity, Kim Larson

Kim reported on the grant opportunity for which the Region V Mental Health Initiative will be applying. If this grant is awarded to the Region V group, implementation will start in Crow Wing County with a jail diversion program similar to the Yellow Line program in Blue Earth. The rationale for starting with Crow Wing County is that they currently are ready for implementation of this type and will serve as a pilot program for the remaining counties. If awarded, we will move forward in Aitkin County with bringing the partners together and conducting discussions about this opportunity and how it might best benefit our County. The main outcomes expected from this Grant would be increasing coordination of services for individuals needing mental health services and reducing costs for the jail. This is information only at this time with the probability of a request from the board in the future for a letter of support to pursue this grant.

Committee Reports**Joint Powers Board Reports**

Tri-County Community Health Services Board (CHS) – Commissioner Westerlund/Erin Melz

1. Erin discussed April 12, 2018 meeting.
2. Talked about interviewing applicants for the Regional SHIP Coordinator position. Had 23 applicants and narrowed that number down to the top 6 and interviewed them on April 10th and will be interviewing the top 3 from those interviews on April 30th.

Erin also talked about the Community Health Assessment and how they are near 500 responses received back.

H&HS Advisory Committee – Commissioner Wedel and/or Pratt

1. Committee member Kristine Layne provided details of their last meeting, held April 4, 2018.
 - a) Kristine discussed that many members of the Advisory Committee volunteered to be on a subcommittee to discuss reorganizing the Committee and setting new goals for the committee with the H&HS Director.
 - b) Discussed the presentation by Brea Hamdorf about the Community Health Assessment.
 - c) Talked about the presentation given by Hannah Colby about healthy food access in the county.

AEOA – Commissioner Westerlund

1. Approved food shelf for the quad cities.
2. Ivy Manor, in Virginia for low income housing, is up and running.

NEMOJT Update – Commissioner Niemi

1. Continue working with local high schools and have been welcomed in to some schools to work with students counseling them on what their interests are and

what careers are in demand, to take some pressure of the counselors in the schools.

CJI (Children’s Justice Initiative) – Commissioner Westerlund/Jessi Schultz

1. Process for notifying attorneys for children in placement.

Kristine Layne ended the meeting by letting the Board know that Riverwood Healthcare Center has received a \$100,000 grant to work on the opioid crisis in partnership with the Little Falls Hospital to reduce the amount of opioids prescribed and used in the county.

The meeting was adjourned at 10:16 a.m.

Next Meeting – May 22, 2018

Break: 10:16 a.m. to 10:32 a.m.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the Consent Agenda as follows: A) Correspondence File: April 10, 2018 to April 23, 2018; B) Approve County Board Minutes: April 10, 2018; C) Approve Commissioner Warrants: General Fund \$88,614.32, Road & Bridge \$34,436.18, Debt Service \$7,637.75, State \$450.00, Trust \$17,183.99, Forest Development \$2,375.48, Taxes & Penalties \$30,642.59, Long Lake Conservation Center \$6,615.35, Parks \$72,165.87 for a total of \$260,121.53; D) Approve Auditor Warrants – Sales & Use Tax: General Fund \$786.85, Road & Bridge \$944.85, Health & Human Services \$0.01, State \$6,149.50, Trust \$0.96, Long Lake Conservation Center \$54.54; Parks \$65.91 for a total of \$8,002.62; E) Approve Auditor Warrants – Government Center Construction Project: Debt Service \$34,620.87; F) Adopt Resolution: 2018 State Boat & Water Agreement Grant; G) Accept \$100 Donation to Sobriety Court from Libby Township; H) Approve Builder’s Risk Insurance from The Hartford; I) Approve Township Approval of 3.2% License Application; J) Approve 3.2% Malt Liquor Licenses

Under the consent agenda, motion for a resolution by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes adopt Resolution – 2018 State Boat & Water Agreement Grant:

BE IT RESOLVED, that the Aitkin County Board of Commissioners approve the 2018 State of Minnesota Federal Supplemental Boating Safety Patrol Grant Agreement on file in the Office of the County Auditor and authorize the Aitkin County Sheriff, County Board Chair and County Administrator to sign the agreement in the amount of \$6,375.00 for the term of May 11, 2018, through September 3, 2018.

Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve Builder’s Risk Insurance quote from The Hartford as proposed.

Under the consent agenda, motion by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to approve the consent to the

**HHS BOARD
ADJOURNS**

BREAK

**CONSENT
AGENDA**

**RESOLUTION
20180424-029
2018 STATE BOAT
AND WATER
AGREEMENT
GRANT**

**BUILDER’S RISK
INSURANCE**

**3.2% MALT
LIQUOR LICENSE**

<p>issuance of the following 3.2% Malt Liquor License applied for in the within application for a period ending April 30, 2019.</p>	<p>HIDDEN MEADOWS</p>
<p>ON SALE:</p>	
<p>Danny J. Volk, d/b/a Hidden Meadows – Unorg 48-27 Township</p>	
<p>Under the consent agenda, motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the following 3.2% Malt Liquor Licenses for a period ending April 30, 2019:</p>	<p>3.2% MALT LIQUOR LICENSES</p>
<p>ON SALE:</p>	
<p>Danny J. Volk, d/b/a Hidden Meadows – Unorg 48-27</p>	
<p>Minnewawa Sportsmen’s Club Inc., - d/b/a Minnewawa Sportsmen’s Club – Shamrock Township</p>	
<p>ON & OFF SALE:</p>	
<p>Dean H. Hanson, d/b/a Agate Bay Resort – Lakeside Township</p>	
<p>John Welle, County Engineer presented to the Board three ATV Corridor Access Permit applications. Motion by Commissioner Pratt, seconded by Commissioner Westerlund and carried, all members voting yes to approve County 16, 66, and 74 Corridor Access Permit applications as recommended by the ATV Committee.</p>	<p>ATV CORRIDOR ACCESS PERMITS</p>
<p>Mike Dangers, County Assessor reviewed the 2018 Assessment Summary with the Board.</p>	<p>2018 ASSESSMENT SUMMARY</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve purchase of FBL Inspection Software from Techtronix for approximately \$6,500.00 with an annual maintenance fee of approximately \$900.00.</p>	<p>FBL INSPECTION SOFTWARE</p>
<p>Terry Neff, Environmental Services Director reviewed proposed changes to the Zoning and Shoreland Management Ordinances with the Board.</p>	<p>AMENDMENTS TO ORDINANCES</p>
<p>Motion by Commissioner Westerlund, seconded by Commissioner Pratt and carried, all members voting yes to adopt proposed amendments to the Zoning Ordinance, with changes as discussed.</p>	<p>ZONING</p>
<p>Motion by Commissioner Niemi, seconded by Commissioner Westerlund and carried, all members voting yes to adopt Shoreland Management Ordinance, with changes as discussed.</p>	<p>SHORELAND MANAGEMENT</p>

AITKIN COUNTY BOARD

April 24, 2018

Jessica Seibert, County Administrator discussed the following topics with the Board:

- 2017 Year End Budget
- Budget Summary Categories
- Committee of the Whole Meeting
- Board Meeting Locations

COUNTY ADMINISTRATOR REPORTS

The following action was taken:

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting to schedule Committee of the Whole Meeting for discussion of the Organizational Structure Study on Thursday, May 10th at 10:00 a.m. in the County Boardroom. No action will be taken at this meeting.

COMMITTEE OF THE WHOLE MTG SCHEDULED

Motion by Commissioner Westerlund, seconded by Commissioner Wedel and carried, all members voting to hold Board meetings in Courtroom 3 during the Government Center project construction, beginning in June 2018.

BOARD MEETING LOCATIONS

The Board discussed: ARDC, Arrowhead Counties, AIS, Association of Townships, ATV, HRA, Mille Lacs Watershed, Organizational Structure Task Force, EDA, Facilities, Personnel, NCLUCB, and AMC Board Mtg.

BOARD DISCUSSION

Motion by Commissioner Wedel seconded by Commissioner Pratt and carried, all members voting yes to adjourn the meeting at 1:10 p.m. until Tuesday, May 8, 2018 at 9:00 a.m.

ADJOURN



Anne Marcotte, Board Chair
Aitkin County Board of Commissioners



Jessica Seibert, County Administrator