



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 March 26, 2019

- 9:05 A.M. START**
- 9:06 I. Review/Approval of Health & Human Services Board Agenda**
- 9:07 II. Review/Approval of February 26, 2019 Health & Human Service Board Minutes**
- 9:08 III. Review/Approval of Bills**
- 9:10 IV. Cynthia Bennett, Health & Human Services Director**
- A. Directors Update**
- 9:25 V. Review/Approve Grants/Contracts/Agreements/Policies**
- A. Approve appointment of new member to the Health & Human Services Advisory Committee as follows:**
- 1. Terri Mathis**
- B. Approve County Burial Assistance Policy**
- 9:30 VI. Jessi Schultz, Children’s Social Services Supervisor**
- A. Child Protection Presentation**
- 9:45 VII. Committee Reports from Commissioners**
- A. H&HS Advisory Committee – Commissioners Wedel and/or Westerlund**
- 1. Committee members attending today: Joy Janzen**
- 2. Draft Copy of the March 6, 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**
- 10:00**
END

Next Meeting – April 23, 2019



**AITKIN COUNTY HEALTH & HUMAN SERVICES
COUNTY BOARD MEETING MINUTES
February 26, 2019**

Attendance

The Aitkin County Board of Commissioners met this 26th day of February, 2019, at 9:03 a.m. as the Aitkin County Health & Human Services Board, with the following members present: Commissioners Anne Marcotte, Laurie Westerlund (arrived at 9:07am), J. Mark Wedel, Don Niemi, and Bill Pratt. Others present included: County Administrator Jessica Seibert, Sheriff Dan Guida, Cynthia Bennett ACH&HS Director, Accounting Supervisor Carli Goble, Public Health Supervisor Erin Melz, Public Health Nurse Brea Hamdorf, Adult Social Services Supervisor Kim Larson, Assistant to the County Administrator Sue Bingham, Shawn Speed, H&HS Executive Assistant, and Guests: Joel Hoppe/H&HS Advisory Committee Member, Kathy Beatty/ANGELS, and Brielle Bredsten/Aitkin Independent Age.

Agenda

There was a change to the agenda. Removal of Item VI as Jessi Schultz was unavailable to present.

Motion by Commissioner Wedel, seconded by Commissioner Pratt and carried, all members voting yes to approve the February 26, 2019 Health & Human Services Board agenda with the change.

Minutes

Motion by Commissioner Niemi, seconded by Commissioner Wedel and carried, all members voting yes to approve the January 22, 2019 Health and Human Services Board minutes.

Bills

Carli Goble noted that all of the 2018 payments were finalized.

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

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

Cynthia talked about the AMC Legislative Conference she attended February 12-14.

The sunset of the 2% provider tax or Health Care Access Fund (HCAF) at the end of 2019 was the main topic of discussion. The HCAF supports the following programs-

- SHIP
- MinnesotaCare
- Medical Assistance
- As well as grants to rural hospitals and clinics.

Without this funding source there will be a significant gap in the budget.

There has been no viable replacement suggested, as such it is being requested that the State continue this HCAF until that time that there is a replacement identified.

Commissioner Marcotte expressed her concern for the sun setting of this funding source and asked that a resolution be presented at the next Board meeting expressing support for the continuation of the HCAF.

Commissioner Niemi sought clarification around a concern about how the tax is affecting healthcare costs, specifically driving up the costs of doing business and then that is passed onto the patient.

Cynthia talked about MinnesotaCare, and a new program called ONECare MN that is designed to allow consumers, such as farmers, more options for insurance coverage that have lower costs and a smaller buy in option.

Commissioner Niemi also inquired into what each side has for reasons for continuing or not continuing the fund.

Cynthia replied that one side has indicated that the fund was created for MinnesotaCare, and that, due to a surplus has been used to fund or support many other health related programs, such as SHIP, that is not what this provider tax was originally intended to be used for.

In addition, the opposing side is saying that this provider tax is contributing to the rising cost of healthcare. However on the other side of the aisle, the group supporting the continuation claims that the provider tax is making available the needed dollars to fund prevention programs. Prevention programs ultimately contribute to healthcare costs savings as populations stay healthier to begin with.

Commissioner Niemi also inquired as to whether a document exists that we could show the legislature's the successes of these programs.

Cynthia and Erin stated that the Local Public Health Association (LPHA) has one from previous years and are working on an updated flyer. This will be shared with the commissioners when it is finished.

Cynthia went on to talk more about ONECare MN and her meeting with DHS Commissioner Tony Lourey in Carlton County at which he was promoting the Governor's new Health Care program proposal. His hope is to create an insurance plan that will offer comprehensive coverage that consumers can buy into through the general market to create better options for people when they are making their insurance coverage choices. Currently we have very expensive insurance options with no lower deductible plans offered. This new option would balance out the market and develop large purchasing pools that would drive costs for the product itself and prescriptions down.

Legislative Issues we are watching-

- Children and Adult Mental Health Services
- Bill to stop with holds for Child Protection
- Telemedicine in regards to MA reimbursements
- Substance Use Disorder reforms
- Regional Treatment Centers including Competency Restoration

Commissioner Marcotte asked about the new Substance Use Disorder requirements. Supervisor Kim Larson indicated that there were new licensing requirements for those who conduct CD Evaluations. In 2020 the requirement will be that whomever conducts the evaluation must be a licensed drug/alcohol counselor. Most counties will not meet these requirements as they will not have personnel who are qualified to that standard.

Related to Competency Restoration there is a need to clarify who is responsible to conduct this service. There is legislation in process to clarify the language in the State statutes.

Cynthia then turned it over to Erin, Brea, and Sheriff Guida to talk about the new effort to educate our tobacco retailers on how to spot and stop sales of tobacco and tobacco products, including vaping supplies to youth.

Public Health will be conducting random education and congratulation checks at 19 of the counties 26 tobacco retailers. These checks will only be educational in nature and not an actual compliance check by law enforcement, so no fines or penalties will be incurred by a failure. They are only to

help educate the retailers and their staff.

Review Approval of Contracts/Agreements/Appointments

Service Agreement for January 1, 2019 through December 31, 2019 between ACH&HS and Lutheran Social Services.

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

Service Agreement for January 1, 2019 through December 31, 2019 between ACH&HS & Riverwood HealthCare Center.

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

Committee Reports

Joint Powers Board Update – Tri-County Community Health Services Board

Erin informed the board that at the last meeting they reviewed their by-laws, elected officers, to which Commissioner Westerlund was elected Chairperson, reviewed their Quality Improvement Programs. All three counties involved presented their current work that is being done to combat tobacco usage.

H&HS Advisory Committee Update

Joel briefed the Board that this month was the first meeting of the year for the Advisory Committee and at it they-

- Selected Carole Holten as the new Chairperson
- Selected Joel as the Vice-Chair
- Selected Commissioner Wedel as the Parliamentarian
- Reviewed and approved the by-laws
- Were given a report, from HHS Director Bennett, on Chappy's Golden Shores

AEOA Committee Update

Commissioner Westerlund reported that it was a normal meeting and mentioned that she was very impressed with Ivy Manor in Virginia and how they took an old building and made it so nice and useable for housing the less fortunate.

The meeting was adjourned at 9:58 a.m.

Next Meeting – March 26, 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		79.36	Child Care Advertising - Commu 02/16/2019 02/20/2019	Community Ed & Prevent/Advertising	N
	86222 Aitkin Independent Age		79.36	1 Transactions		
1	360 ARROWHEAD ECON OPP AGENCY 05-430-720-3370-6038		3,507.38	DWP Empl Service-Qtrly Pmt 01/01/2019 03/31/2019	Mfip-Employment Services	N
2	05-430-720-3370-6038		14,375.00	MFIP Empl Service-Qtrly Paymen 01/01/2019 03/31/2019	Mfip-Employment Services	N
	360 ARROWHEAD ECON OPP AGENCY		17,882.38	2 Transactions		
28	11051 Department of Human Services 05-430-730-3590-6072		3,172.45	CCDTF Maintenance of Effort 01/01/2019 01/31/2019	Ccdtf County % State Billings	N
	11051 Department of Human Services		3,172.45	1 Transactions		
32	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		
21	9220 DHS-MSOP 05-430-745-3721-6081		1,044.40	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N
22	05-430-745-3721-6081		2,611.00	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N
23	05-430-745-3721-6081		2,611.00	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N
24	05-430-745-3721-6081		1,044.40	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N
	9220 DHS-MSOP		7,310.80	4 Transactions		
19	89965 DHS-ST PETER-SEE LIST 05-430-745-3721-6081		8,162.00	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N
20	05-430-745-3721-6081		8,162.00	State-operated inpatient 02/01/2019 02/28/2019	Commitment Costs - Poor Relief	N

Aitkin County



<u>Vendor No.</u>	<u>Name Account/Formula</u>	<u>Rpt Accr</u>	<u>Amount</u>	<u>Warrant Description Service Dates</u>	<u>Invoice # Paid On Bhf #</u>	<u>Account/Formula Descripti On Behalf of Name</u>	<u>1099</u>
89965	DHS-ST PETER-SEE LIST		16,324.00	2 Transactions			
40	91345 Elvecrog/Roberta C 05-430-750-3950-6020		70.00	Public guardianship 02/01/2019 02/28/2019		Public Guardianship Dd	Y
41	05-430-750-3950-6020		105.00	Public guardianship 02/01/2019 02/28/2019		Public Guardianship Dd	Y
46	05-430-760-3950-6020		105.00	Guardianship/Conservatorship 02/01/2019 02/28/2019		Guardianship/Conservatorship	Y
47	05-430-760-3950-6020		70.00	Guardianship/Conservatorship 02/01/2019 02/28/2019		Guardianship/Conservatorship	Y
	91345 Elvecrog/Roberta C		350.00	4 Transactions			
6	12324 HOPE 05-430-710-3190-6020		300.00	Supervised visits 02/05/2019 02/28/2019		Court Related Services & Activities	Y
7	05-430-710-3190-6020		375.00	Supervised visits 01/02/2019 01/31/2019		Court Related Services & Activities	Y
	12324 HOPE		675.00	2 Transactions			
29	6110 Lakes & Pines CAC, Inc 05-430-745-3030-6071		684.11	Family Resource Specialist - A 02/01/2019 02/28/2019		Client Outreach - Csp	N
30	05-430-745-3030-6071		344.48	Family Resource Specialist - A 01/01/2019 01/31/2019		Client Outreach - Csp	N
31	05-430-745-3030-6071		207.05	Family Resource Specialist - A 01/01/2019 01/31/2019		Client Outreach - Csp	N
	6110 Lakes & Pines CAC, Inc		1,235.64	3 Transactions			
36	11072 Lutheran Social Service Of Mn-St Paul 05-430-750-3950-6020		126.50	Public Guardianship 02/01/2019 02/28/2019		Public Guardianship Dd	N
37	05-430-750-3950-6020		201.25	Public Guardianship 01/01/2019 01/31/2019		Public Guardianship Dd	N
38	05-430-750-3950-6020		126.50	Public Guardianship 02/01/2019 02/28/2019		Public Guardianship Dd	N
39	05-430-750-3950-6020		86.25	Public Guardianship 01/01/2019 01/31/2019		Public Guardianship Dd	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>
44	05-430-760-3950-6020		40.25	Guardianship/Conservatorship 02/01/2019 02/28/2019	Guardianship/Conservatorship	N
45	05-430-760-3950-6020		69.00	Guardianship/Conservatorship 01/01/2019 01/31/2019	Guardianship/Conservatorship	N
11072	Lutheran Social Service Of Mn-St Paul		649.75	6 Transactions		
15127	NESS/TAMMY					
17	05-430-740-3890-6020		100.00	Child Respite Care 03/15/2019 03/17/2019	Child Mh Respite	N
18	05-430-740-3890-6020		100.00	Child Respite Care 02/23/2019 02/24/2019	Child Mh Respite	N
15127	NESS/TAMMY		200.00	2 Transactions		
10977	Northern Psychiatric Associates					
13	05-430-740-3050-6020		25.00	Child Outpatient Diagnostic As 02/08/2019 02/08/2019	Child Outpat Assess/Psyc. Testing	6
14	05-430-740-3050-6020		300.00	Child Outpatient Diagnostic As 02/08/2019 02/08/2019	Child Outpat Assess/Psyc. Testing	6
15	05-430-740-3050-6020		50.00	Child Outpatient Diagnostic As 02/08/2019 02/08/2019	Child Outpat Assess/Psyc. Testing	6
16	05-430-740-3050-6020		300.00	Child Outpatient Diagnostic As 02/08/2019 02/08/2019	Child Outpat Assess/Psyc. Testing	6
10	05-430-745-3085-6020		300.00	Adult Outpatient Diagnostic As 02/08/2019 02/08/2019	Adult Outpat Diagnostic Assess/Psyc	6
11	05-430-745-3085-6020		300.00	Adult Outpatient Diagnostic As 02/08/2019 02/08/2019	Adult Outpat Diagnostic Assess/Psyc	6
10977	Northern Psychiatric Associates		1,275.00	6 Transactions		
3639	Northland Counseling Ctr Inc					
9	05-430-730-3710-6020		1,300.00	Detoxification (Category I) 02/21/2019 02/27/2019	Detoxification - Grand Rapids	6
3639	Northland Counseling Ctr Inc		1,300.00	1 Transactions		
90748	Oakridge Homes Sils					
33	05-430-750-3340-6073		285.94	Semi-Independent Living Servic 02/06/2019 02/28/2019	Semi-Independent Living Serv (Sils)	N
34	05-430-750-3340-6073		538.24	Semi-Independent Living Servic 02/06/2019 02/28/2019	Semi-Independent Living Serv (Sils)	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>
35	05-430-750-3340-6073		227.07	Semi-Independent Living Servic 02/05/2019 02/26/2019	Semi-Independent Living Serv (Sils)	N
90748	Oakridge Homes Sils		1,051.25	3 Transactions		
14744	PRESBYTERIAN FAMILY FOUNDATION, 05-430-760-3950-6020		781.77	Guardianship/Conservatorship 02/01/2019 02/28/2019	Guardianship/Conservatorship	Y
42						
43	05-430-760-3950-6020		116.58	Guardianship/Conservatorship 02/01/2019 02/28/2019	Guardianship/Conservatorship	Y
14744	PRESBYTERIAN FAMILY FOUNDATION, 05-430-760-3950-6020		898.35	2 Transactions		
9489	Redwood Toxicology Laboratory, Inc 05-430-710-3190-6020		7.29	Acct # 022622 Drug Testing 02/20/2019 02/20/2019	Court Related Services & Activities	6
3						
4	05-430-710-3190-6020		21.87	Acct # 022622 Drug Testing 02/02/2019 02/28/2019	Court Related Services & Activities	6
5	05-430-710-3190-6020		7.29	Acct # 022622 Drug Testing 02/20/2019 02/20/2019	Court Related Services & Activities	6
9489	Redwood Toxicology Laboratory, Inc		36.45	3 Transactions		
14390	TANGE, MSW/PHILIP B 05-430-740-3900-6020		135.00	Clinical supervision-Child Rul 02/14/2019 02/14/2019	Child Rule 79 Case Mgmt	6
25						
12	05-430-745-3910-6020		292.50	Clinical supervision-Adult Rul 02/14/2019 02/14/2019	Adult Rule 79 Case Mgmt	6
14390	TANGE, MSW/PHILIP B		427.50	2 Transactions		
15156	The Gates of Rochester 05-430-710-3460-6065		345.00	Adolescent Life Skills Trainin 03/20/2019 03/23/2019	Self Funds - Adolescent Life Skills	Y
8						
15156	The Gates of Rochester		345.00	1 Transactions		
14040	WELLS FARGO BUSINESS CREDIT 05-430-700-4800-6805		427.19	MH INIT Transportation 02/04/2019 02/04/2019	Mh Init - Transportation	N
48						
49	05-430-700-4800-6805		545.55	MH INIT Transportation 02/11/2019 02/11/2019	Mh Init - Transportation	N
50	05-430-700-4800-6805		588.74	MH INIT Transportation	Mh Init - Transportation	N

SLM1
 3/22/19 3:03PM
 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>
26	05-430-710-3160-6057		1,323.55	02/06/2019 02/06/2019	FC Transportation	Foster Care-Transportation N
14040	WELLS FARGO BUSINESS CREDIT		2,885.03	02/14/2019 02/14/2019	4 Transactions	
Final Total			56,597.96	19 Vendors	50 Transactions	

Aitkin County



Recap by Fund	<u>Fund</u>	<u>AMOUNT</u>	<u>Name</u>	
	5	56,597.96	Health & Human Services	
	All Funds	56,597.96	Total	Approved by,
			
			

MINNESOTA OPEN APPOINTMENT ACT APPLICATION FOR SERVICE ON COUNTY/STATE AGENCY

NAME OF AGENCY OR COMMITTEE YOU WISH TO SERVE ON:

Aitkin County Health & Human Services Advisory Committee

NAME OF APPLICANT: Terri Mathis

STREET ADDRESS OF APPLICANT:

40800 430th Ave

Aitkin, MN 56431

PHONE NUMBERS:

DAYS (218) 429-1078

EVENINGS (218) 429-1078

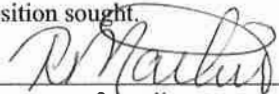
AITKIN COUNTY COMMISSIONER DISTRICT 5

Minnesota Statutes 15.0597, state that the application shall include a "statement that the nominee satisfies any legally prescribed qualifications and any other information the nominating person feels be helpful to the appointing authority." (May include employment, community service experience, or education that would be pertinent to this appointment)

I am currently the Assistant Director/Interim Executive Director of Aitkin County CARE, Inc. My work includes but is not limited to: Caregiver counseling, client intake, client case management, staff supervision, payroll, grant reporting, finance management and billing. I also facilitate Aitkin's Memory Loss Caregiver Support group and teach Dementia Friend and caregiver classes.

I am a 2nd Lt in the USAF Civil Air Patrol and a retiree from a 20 year career in law enforcement (17 of those years in Aitkin County).

I, the undersigned, hereby state that I satisfy, to the best of my knowledge, all legally prescribed qualifications for the position sought.



Signature of Applicant

03/19/2019

Date

If applicant is being nominated by another person or group, the above signature indicates consent to nomination.

Is this application submitted by appointing authority? Yes No

Is this application submitted at the suggestion of appointing authority? Yes No

**Please return application to the Aitkin County Health & Human Services office, located at
204 - 1st Street NW, Aitkin, MN 56431**

For Office Use Only

Date Appointed: _____

Date of Term Expiration: _____

Term #: _____



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

Advisory Committee Application Form

NAME: Terri _____ L Mathis _____
(First) (MI) (Last)

Address: 40800 430th Ave _____ Home Phone: (218) 429-1078
_____ Business Phone: (218) 927-1383
Aitkin, MN _____ 56431 Cell Phone: (218) 429-1078

Employer: Aitkin County CARE, Inc Occupation: Interim ED/Assistant Director
Email Address: terricarecoordinator@gmail.com

1. Please state your reason for applying:

Aitkin County CARE, Inc has a history of collaboration with Aitkin Health Services and ACH&HS. It's very important to keep the lines of communication open to ensure that the collaboration continues successfully. Being a member of this Committee would be a huge step toward accomplishing that and keeping up on new concerns and/or changes.

2. What has been your past involvement with Public Health Services, Social Services, Financial Services, and other civic and community activities?

I've been employed with Aitkin County CARE for almost 2 years. We serve the aging and disabled within Aitkin County by providing respite, homemaking, MOW, NAPS, caregiver counseling, support groups, medical rides and referrals to other agencies. I have been in charge of billing and finance management for CARE and am a 2nd LT for the USAF Civil Air Patrol. The USAF CAP is a very public service oriented organization.

3. Are you able to attend meetings during the day? Yes No
Currently meetings are held at 3:30pm on the first Wednesday of each month.
4. Are you able to attend at least 10 meetings per year? Yes No
5. Would you be willing to serve a one-year or a two-year term? 1-Year 2-Year

Signature of Applicant: *R. Mathis* Date: 3-19-19

PLEASE COMPLETE AND SUBMIT THIS
APPLICATION TO:

Aitkin County Health & Human Services Attention:
Shawn Speed
204 - 1st Street NW
Aitkin, MN 56431

Questions? Call: 218-927-7203 or 1-800-328-3744

An Equal Opportunity Employer



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

Aitkin County Burial & Disposition Policy

I. PURPOSE

In accordance with Minnesota Statute §261.035, Aitkin County will provide for the immediate disposition or direct cremation for residents of Aitkin County who are otherwise unable to pay the cost of disposition of their remains.

II. AUTHORITY

This policy is based on the following authority:

MN Statute §261.035 Cremation, Burial, and Funerals at Expense of County

MN Statute §261.04 Liability of Estate

MN Statute §256.935 Funeral Expenses, Payment by County Agency

MN Statute §524.3-805 Classification of Claims

MN Statute §390.21 Disposition; Burial

III. GENERAL POLICY

When a person dies in any county without apparent means to provide for final disposition, the county board or its designee shall first investigate to determine whether that person had contracted for any prepaid funeral arrangements. If it is determined that the person did not leave sufficient means to defray the necessary expenses of a funeral and final disposition, nor is there any responsible relative of sufficient ability to procure the burial, the County Board shall pay for cremation of the person's remains. If it is determined that cremation is not in accordance with the decedent's personal preferences, known faith traditions or the personal preferences of the decedent's spouse or the decedent's next of kin, the County Board shall provide for a traditional burial. If the wishes of the decedent or the practices of the decedent's faith tradition are not known, and the county has no information about the existence of or location of any next of kin, the county may provide for cremation of the person's remains and burial or interment.

Per MN Statute §256.935 Funeral Expenses, Payment by County Agency, the Minnesota Family Investment Program (MFIP) will fund any burial if the decedent was a recipient of MFIP at the time of death. No county dollars will be expended if there is eligibility for MFIP burial funding.

“This institution is an equal opportunity provider.”

If an application for burial is approved, some or all resources of the decedent shall be paid to the funeral home to offset the expense of the disposition. Aitkin County will then pay the balance due (up to the approved limit) to the funeral home. After approximately thirty (30) days, the county will close out any account held by the decedent if the responsible relative is not able to access the funds. If other resources become available to the deceased estate the county will be notified immediately. If the deceased is survived by a spouse or minor child in the home, an allowance may be made.

IV. APPLICATIONS & PRIOR AUTHORIZATION

Applications for a county burial can be made by a relative or friend of the decedent or a funeral home director.

Applications must be made prior to the funeral arrangement agreement being completed (unless weekends, holidays or extraordinary circumstances prevent a timely application).

Application must be made to the Aitkin County Health & Human Services Financial Assistance Unit. Aitkin County will determine eligibility and method of final disposition pursuant to Minnesota Statute §261.035.

V. RESIDENCY

To be eligible for a county burial, the deceased must be a resident of Aitkin County:

- If the decedent was open on a public assistance case, Aitkin County must be the county of financial responsibility (CFR).
- If the decedent was not open on a public assistance case, the decedent must have a last known address in Aitkin County based on verification (i.e. lease agreement, rent received, utility bill, etc.).

VI. BENEFIT DETERMINATION

1. Available Assets:

Resources owned by the deceased or responsible relative at the time of death, or within 30 days prior to death, are considered available to help defray the burial costs. "Responsible relative" is defined as the surviving spouse or parent(s) of a minor child.

Resources include pre-paid burial arrangements, bank accounts, life insurance, trust accounts, vehicles, real estate, death benefits to which the deceased and/or responsible relative are entitled (includes veteran's benefits, Social Security Death Benefit, joint bank accounts, life insurance, nursing home trust fund, and/or social welfare fund). The responsible relative must apply for any and all available death benefits.

"This institution is an equal opportunity provider."

2. Any crowdfunding sources such as benefits, fundraisers or online sources such as GoFundMe accounts, solicited to pay for burial expenses will be considered an available asset(s) to offset the disposition costs. Any crowdfunding benefits raised to help pay for medical expenses of a deceased recipient of Medical Assistance will be considered available if the Medical Assistance Program covered all medical expenses. Any outstanding medical bills of the deceased that are not covered by Medical Assistance may be paid by a crowdfunding source as an allowable expense, however, any remaining balance in the crowdfunding source will be considered an available asset to help offset the disposition costs. Any funds being raised via crowdfunding, benefits or fundraisers may be subject to recovery for reimbursement of the county paid burial costs.
3. Property Evaluation
In situations where the deceased person does not have adequate liquid assets for burial purposes but does own real property a county burial will not be approved. It will be the responsibility of the funeral director to submit a claim against the deceased person's estate, inasmuch as reasonable funeral expenses are a priority claim pursuant to Minnesota Statute §524.3-805 (a) (2).

VII. AUTHORIZED SERVICES

If eligible for a county burial, final disposition will be by cremation. Burial of the body shall be the final disposition only if cremation is not in accordance with the decedent's personal preferences, the known practices of the decedent's faith, the personal preferences of the decedent's spouse, next of kin or the medical examiner/coroner's requirement for burial pursuant to Minnesota Statute §390.21.

Cremation includes the crematory fee, medical examiners fee and standard issue container from the crematory. The county will not pay for the burial of cremains unless there is no family or next of kin located to take possession of the cremains.

VIII. UNAUTHORIZED SERVICES

An individual or groups of individuals, other than the decedent's spouse, adult children or parents (if the decedent is a minor child), may choose to pay for items not covered by Aitkin County such as, but not limited to, flowers, honorariums, music, processions, clothing, embalming, printed material, food, cemetery markers/headstones or other related items.

County payment must be accepted as payment in full for items included in the county disposition policy. The county funded disposition is not intended to supplement other monies available for such services. If family or friends choose to make substitutions such as upgrading the casket, they will be obligated to pay for the entire cost of the disposition. Items of a special nature will be individually considered and require prior authorization.

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IX. MAXIMUM BURIAL RATES

Burial rates are determined by Aitkin County and are not to exceed charges as defined below and shall not exceed actual costs:

	Funeral Home	Cemetery Lot	Cemetery Open/Close	Grave Box or Vault	Transportation	Medical Examiner Fee/Bag Container
Immediate Cremation, No Service	\$1650	N/A	N/A	N/A	\$1 per loaded mile outside trade area (25 miles)	\$50/Actual
Cremation with Minimal Service	\$2100	N/A	N/A	N/A	\$1 per loaded mile outside trade area (25 miles)	\$50/Actual
Funeral Service with Minimum Casket, Body Present and Earth Burial	\$3100	Actual	Actual	Actual (only if required by the cemetery, receipt required)	\$1 per loaded mile outside trade area (25 miles)	\$50/Actual

X. CLAIMS AGAINST THE ESTATE

In accordance with MN Statute §261.04, Aitkin County is permitted to file a claim against the estate of a deceased person who received a county funded burial in order to recover county costs.

XI. APPEAL RIGHTS

If an application is denied and applicant wishes to appeal, the applicant must file a “Request for Appeal - County Burial” form within 10 days of the denial decision to the Director of Aitkin County Health & Human Services. The Director of Aitkin County Health & Human Services will make a final determination.

Revised 3/20/2019

County Board Approval Date _____

Child Protection

What is it?

- The purpose of child protection is to make sure that children are safe and that their needs are met. We also make sure that families are provided with the resources they need to help keep their children safe.
- Types of responses to child protection reports:
 - Screen out with no contact with the family
 - Screen out and offer voluntary services
 - Screen in for a Family Assessment
 - Screen in for a Family Investigation
 - Screen in for a Facility Investigation
- If ongoing services are needed after the assessment or investigation is completed, we open a case management case.
- All of our work is mandated and based on federal and state statutes
 - Documentation, timelines, case plans, contacts

Funding Sources

- Child Welfare Targeted Case Management (MA billable service)
 - 2019 = \$427 per qualifying contact with client
- Vulnerable Children and Adults Act Grant
 - 2019 = \$337,157 (federal and state)
 - Grant is shared with Adult Protection
- Child Protection Grant
 - 2019 = \$60,000 (and an additional \$15,000 if requirements are met)
- Family Assessment Response Grant
 - 2019 = \$9,050 (federal and state)
- Parent Support Outreach Program Grant
 - 2019 = \$5,000
- Children's Mental Health Screening Grant
 - 2019 = \$20,662

The little known tidbits.

- 140 = The number of hours of child protection training a worker needs to complete before they can independently manage a child protection case.
- 15 = The number of CEU's child protection workers need to have in a year

- 3 = The estimated number of years it takes a child protection worker to be proficient and well versed in their job.
- 3 = The average number of years for a child protection worker to reach burnout/compassion fatigue.

Aitkin County Statistics-2018

- 289 = # of child maltreatment reports
- 70 = # of Family Assessments completed
- 22 = # of Family Investigations completed
- 1 = # of Facility Investigations completed
- 28 = # of children in foster care
- 15 = # of truancy cases

Why do we do it?

- The successes...even the little ones



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

AITKIN COUNTY HEALTH & HUMAN SERVICES ADVISORY COMMITTEE

Meeting Minutes

March 6, 2019

Committee Members Present:

Penny Olson
Carole Holten
Kristine Layne
Kari Paulsen
Joy Janzen
Steven Teff
Kevin Insley
Joell Miranda
Lori Chenevert
Cindy Chuhanic
Joel Hoppe
Cheri Danielson

Commissioner Laurie Westerlund
Commissioner Mark Wedel

Guests:

Cynthia Bennett, ACH&HS Director

Absent:

Maureen Mishler

I. Call to Order

- a. Carole called to order the regular meeting of the Aitkin County Health & Human Services Advisory Committee at 3:01pm on March 6, 2019 at Aitkin County Health & Human Services in the large conference room.

II. Approval of March 6, 2019 Agenda

- a. Joel moved to approve the agenda, Kari seconded, all members voting yes to approve the agenda.

III. Approval of minutes from February 6, 2019 meeting

- a. Steve moved to approve the minutes as written, Joy seconded, all members voting yes to approve the February 6, 2019 minutes.

IV. Welcome/Introductions of New Member

- a. Carole introduced the new member and informed everyone that she was unable to be here but would be here next month.
- b. The new members are as follows;
 - i. Jill Godfrey

V. Committee Member Input / Updates – Must be informational in nature, relative to Aitkin County Health & Human Services and not exceed five minutes per person.

- a. Carole informed everyone, in Joell’s absence, that Hill city was holding their Health Fair tomorrow from 1:30pm to 5:30pm at the Hill City School.
- b. Kristine reminded everyone of the Commerce Show that is being held Saturday-Sunday at the Aitkin High School.

VI. Directors Update – Cynthia Bennett

- a. Cynthia gave an update on

VII. Child Protection Presentation – Jessi Schultz

- a. Jessi handed out copies of her presentation to all the members and that is attached to these minutes and went through those slides.
- b. She ended her presentation by saying what a great team she has and that they are continually going above and beyond to keep kids safe.

VIII. Comments:

- a. Feedback from the HHS Board Meeting –
 - i. Joel – February 26, 2019
 - 1. There is a new rule for chemical dependency assessments that require them to be done by a licensed chemical dependency counselor and that will be difficult for HHS as they have no one that fits that requirement.
 - 2. Minutes from that meeting are attached.
- b. Committee Members scheduled to attend upcoming HHS Board meetings in 2018:

March 26	Joy	Cheri
April 23	Kari	Cindy
May 28	Kristine	_____
June 25	Carole	Steve
July 23	_____	_____
August 27	_____	_____
September 24	_____	_____
October 22	_____	_____
November 26	_____	_____
December 17	_____	_____

IX. Adjournment

- a. The meeting was adjourned at 3:54pm.

Carole Holten, Chairperson

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 February 6, 2019 meeting.
- Copy of the minutes from the December 5, 2018 meeting.
- Copy of the January 22, 2019 H&HS Board meeting minutes.
- Copy of the revised By-Laws
- List of previous years presentations