

WRIGHT COUNTY  
HEALTH & HUMAN SERVICES BOARD  
ANNUAL AND REGULAR AGENDA  
January 11, 2016

1:30 P.M. PLEDGE OF ALLEGIANCE.

The Annual and regular meeting of the Wright County Health & Human Services Board was called to order at 1:30 P.M., Monday, January 11, 2016, by Director Jami Goodrum Schwartz.

ROLL CALL:

Members Present:

Christine Husom - District 1  
Pat Sawatzke - District 2  
Mark Daleiden - District 3

Michael Potter - District 4  
Charlie Borrell - District 5

Staff Present:

Jami Goodrum Schwartz, Director  
Tammi Martens, Financial Services Supervisor  
James O'Dell, Technology Supervisor  
Sue Gillman, Office Manager II  
Karen Jorgensen-Royce, Public Health Supervisor  
Terri Burkhart, Case Aide  
Christine Partlow, Fiscal Manager  
Aggie Gunnerson, Secretary

New Staff Introductions:

Kolja Sommer, Information Systems Specialist in the FTS-Technology Unit, date of hire 1/04/16  
Jessica Manuel, Financial Worker in the Adult Financial Services Unit, date of hire 1/4/16  
Kelley Bjork, Financial Worker in the Adult Financial Services Unit, date of hire 1/4/16  
Amy Meyer, Office Technician I in the FTS-Office Support & Collections, date of hire 1/11/16

Others Present:

ORGANIZATION OF BOARD:

1. Election of Officers in conjunction with annual meeting.

a. Election of Chairperson. (Borrell-2015)

Action:

(\_\_\_\_\_ assumed position of Chair.)

b. Election of Vice Chairperson. (Daleiden-2015)

Action:

c. Election of Secretary. (Potter-2015)

Action:

MINUTES: Approval of Minutes of December 28, 2015.

Action: The Minutes were moved for approval by \_\_\_\_\_, seconded by \_\_\_\_\_ and carried.

AGENDA:

Action: The Agenda was moved for approval by \_\_\_\_\_, seconded by \_\_\_\_\_ and carried.

ORGANIZATION OF BOARD (continued):

2. Setting of meeting dates and time for 2016 and first meeting in 2017 (2nd & 4th Monday).

January 25	April 25	July 25	October 24
February 8	May 9	August 8	November 14
February 22	May 23	August 22	November 28
March 14	June 13	September 12	December 12
March 28	June 27	September 26	December 27 (Tues.)
April 11	July 11	October 10	January 9, 2017

Meetings to begin at \_\_\_\_ (time) \_\_\_\_.

Action:

3. Committee Appointments (2015 members)

- a. Central Minnesota Mental Health Center Foundation Delegates. (Sawatzke/Husom)
- b. Central Minnesota Mental Health Center Board - 3 year term: (reappoint Husom – term expires 12/31/16; reaffirm Sawatzke - term expires 12/31/17; Delena Daleiden – term expires 12/31/18)
- c. Area Agency on Aging - 3 year term: (Borrell)
- d. Local Emergency Medical Systems Council. (Husom)
- e. Interagency Early Intervention Committee. (Potter)
- f. Advisory/Task Force Committees.
  - 1) Human Services Advisory Committee (Potter)
  - 2) Public Health Task Force (Daleiden)
  - 3) Mental Health Advisory Council (Daleiden)
- g. RiverRider Joint Powers Board  
(Sawatzke, Borrell, Daleiden-Alternate; City Council representative - Bruce Johnson)
- i. Emergency Preparedness Committee (Sawatzke)
- j. Truancy Task Force (Potter)
- k. State Community Health Services Advisory Committee appointment and alternate  
(Husom; Schefers, CHS Administrator-Alternate)
- l. CommUNITY Adult Mental Health Initiative (Goodrum Schwartz, Michelle Miller-alternate)

Action:

4. Set Board Per Diem for 2016. (2015-\$50)

Action:

5. 2016 Mileage Reimbursement. (2015-\$.50/mile)

Action:

6. 2016 Meal Reimbursement – (2015-\$7.00/breakfast; \$10.00/lunch; \$13.00/dinner)

Action:

7. Publication of Board Minutes. (Publish notice in Howard Lake Herald of meeting dates/time and availability of Minutes at the Human Services Office, and Minutes published on the Human Services Agency website.)

Action:

8. Set Advisory/Task Force Per Diems. (2015-\$40.00)

Action:

9. Committee/Task Force Reappointments. (no reappointments the first half of year)

CONSENT AGENDA

1. Social Services Payments Abstract – \$132,269.51

Action:

REGULAR AGENDA

ADMINISTRATIVE PAYMENTS:

Action:

SOCIAL SERVICES/PUBLIC HEALTH/FINANCIAL SERVICES:

1. December Employee of the Month – Terri Burkhart.  
Information

ADMINISTRATION:

1. November 2015 Financial Statement. (attachment) (Christine Partlow)

The next regular meeting will be held at \_\_\_\_\_ P.M., Monday, January \_\_, 2016, in the Commissioners Room, at the Wright County Government Center. Chairperson \_\_\_\_\_ adjourned the meeting at \_\_\_\_\_ P.M.