

WRIGHT COUNTY
HEALTH & HUMAN SERVICES BOARD
MINUTES
April 25, 2016

1:30 P.M. PLEDGE OF ALLEGIANCE.

The regular meeting of the Wright County Health & Human Services Board was called to order at 1:30 P.M., Monday, April 25, 2016, by Chairperson Daleiden.

MINUTES: Approval of Minutes of April 11, 2016.

Action: The Minutes were moved for approval by Potter, seconded by Husom. Motion carries unanimously. Sawatzke absent.

AGENDA:

Action: The Agenda was moved for approval by Borrell, seconded by Potter. Motion carries unanimously. Sawatzke absent.

ROLL CALL:

Members Present:

Christine Husom - District 1

Pat Sawatzke - District 2 (arrived 1:47 P.M.)

Mark Daleiden - District 3

Michael Potter - District 4

Charlie Borrell - District 5

Staff Present:

Jami Goodrum Schwartz, Director

Michelle Miller, Social Services Manager

Jessica Nelson, Social Services Supervisor

Marisa Ferguson, Social Worker

Nichole Adefuye, Social Worker

Carol Schefers, Public Health Director

Jon Young, Public Health Supervisor

Mikaela Robertson, Health Promotion Coordinator

Susan DeMars, Health Promotion Coordinator

Kim Johnson, Financial Services Manager

Lisa Bredeson, Financial Services Supervisor

Tammi Martens, Financial Services Supervisor

Aggie Gunnerson, Secretary

New Hires:

Emily Anderson, Social Worker in Children's Services, date of hire 4/25/16

Elizabeth Iddings, Financial Worker in HealthCare, date of hire 4/18/16

Jay Comstock, Financial Worker in Child & Adult Financial Services, date of hire 4/18/16

Nathan Sindt, Social Worker in Children's Services, date of hire 4/18/16

Lisa Spencer, Office Technician II in Financial Services Division, date of hire 4/25/16

Others Present:

Central MN Jobs & Training - Barbara Chaffee, Tricia Bigaouette, Brian Davis, Eric Day,
Christina Pflueger, Dina Wurnos

Bev and Bob Stavrum, Child Foster Care providers

Jeremiah Mack, Monticello Community Center

CONSENT AGENDA

1. Social Services Payments Abstract – \$262,081.35

Action: Motion by Husom, seconded by Potter, to approve the Consent Agenda. Motion carries unanimously. Sawatzke absent.

REGULAR AGENDA

ADMINISTRATIVE PAYMENTS:

Action: Motion by Potter, seconded by Borrell, to approve the Administrative Payments in the amount of \$51,510.09; 78 vendors; 200 transactions, subject to audit. Discussed on payment to Fixtures Zone, ticket tape. Motion carries unanimously. Sawatzke absent.

PERSONNEL:

1. April 13, 2016 Personnel Committee Minutes

Members Present: Husom, Sawatzke

Others Present: S. Hesse, M. Miller, J. Goodrum Schwartz

I. Request to Hire 67 Day Temp Social Worker (HHS Board)

Social Worker in family services unit is currently out on maternity leave. Typically the unit is able to manage leaves with existing staff. However, the volume of child protection cases has increased over the past year (April 1, 2015 – 44 cases; April 1, 2016 – 60 cases).

An applicant has been identified from a previous applicant pool for a vacant Social Worker position within the Family Services unit. The applicant was interviewed as part of that recruitment. The applicant has child protection experience and has indicated an interest in temporary work.

Recommendation: approve request to hire 67 day temp Social Worker.

Action: Motion by Husom, seconded by Potter, to approve the Minutes and Recommendation. Motion carries unanimously. Sawatzke absent.

2. Refer request to Personnel Committee for a 67-day Temp Social Worker position.

Goodrum Schwartz said vacancy is in the Mental Health Unit.

Action: Motion by Husom, seconded by Potter, to send item to the Personnel Committee. Motion carries unanimously. Sawatzke absent.

SOCIAL SERVICES/PUBLIC HEALTH/FINANCIAL SERVICES:

1. Presentation: Central MN Jobs & Training.

Goodrum Schwartz said Barbara Chaffee, CEO of Central MN Jobs and Training (CMJTS) Services, will be presenting report. Chaffee introduced her staff: Tricia Bigaouette, Finance Director; Eric Day, South Regional Manager; Dina Wurnos, Central Regional Manager; Brian Davis, Regional Supervisor; and Christina Pflueger, Work-based Coordinator. Not present was Twylla Wozniak, Public Assistance Programs. The year 2016 marks our 32 year together as partners in workforce development. CMJTS serves the eleven central Minnesota counties in Regions 7E and 7W. She listed the Joint Powers Board members; Commissioner Husom is a member. She recognized Husom for her outstanding leadership on the Joint Powers Board. Husom attended conference in Washington, D.C. Chaffee would like Goodrum Schwartz to attend the conference in 2017.

On July 22, 2014, Workforce Investment Act (WIA) was replaced by Workforce Innovations and Opportunity Act (WIOA). The current governance structure was maintained - the Joint Powers Board has complete oversight of the Workforce Development System in our Region. Under Federal law, the Governor and the local elected officials designated a Planning Region - in our area, it is called Planning Region Area 3 (combines CMJTS and Stearns, Benton Employment & Training Council - 13 counties). Three plans had to be written: State Plan, Regional Plan and a Local Plan (plans are post on J&T website). A new Board was designed, called the Region 3 Leadership & Planning Board. Chaffee said a letter was written in June 2015, to the Governor asking for an initial designation to remain an 11-county region and stated that we would plan with Stearns and Benton Counties. Approval from the Governor's Office was received on October 2015. There are sixteen workforce service areas in Minnesota, and each area has a Workforce Development Board (Jami serves on Board), Director (Chaffee is Director for the 11-county area), and Governing Unit (Husom serves on). There are six Regional Planning Areas in Minnesota.

Wright County is in the Region Planning Area 3.

The Legal Duties of the Joint Powers Board are to: 1) review the Annual Fiscal Audit for CMJTS (your fiduciary responsibility under Federal Law and State Statute, this Board is ultimately responsible for any disputes on State and Federal dollars), 2) review the Schedule of Insurances (Commercial Insurance and a Directors' and Officers' Liability, we need to add cyber-security), 3) insure that the CMJTS Annual Report is complete, and 4) two Joint Powers Agreements (Joint Powers Board Agreement between the 11 counties, and a CMJTS Joint Powers Board Partnership Agreement that says the duties of the Joint Powers Board, the Joint development Board, and the duties of the Executive). Each grant is a different funding streams with a different law; we are a non-profit, a 501C3. We are losing Federal dollars. Chaffee reviewed the Federal funding streams. Once funding is appropriated to Congress, it comes to the U.S. Dept. of Labor; our funding goes to the MN Governor, legislators approve these dollars, then the Governor sends it to the Department of Employment & Economic Development (DEED).

Tricia Bigaouette, Finance Director for Central MN J&T, reviewed the Annual Fiscal Audit. The audit was completed by CliftonLarsonAllen, LLC. In October 2015, the auditors reviewed our financial statements. They reviewed over 68 grants and over \$9 million in Revenue. There were no audit findings; no adjustments/corrections were made to the reports we prepared for them. The auditors pulled financial information from our payroll system, all General Ledger detail, and participant files. The Statement of Activities report is provided quarterly to Commissioner Husom. The budget is approved at the beginning of the fiscal year, any adjustments made to the budget are brought to the Joint Powers Board for approval. At 50% of year, 42% of budget has been spent. The negative amount in the budget has been turned over to a \$338,000 positive. In PY15 Revenue Projections - Federal funds continue to be on a decline; we have been able to write for corporate grants, and are at \$1.7 million in competitive grants to continue to provide good customer service. In 2011 CMJTS began applying for competitive grants, and budget is projected to be close to \$9 million this year.

Dina Wurnos reported on the CMJTS Annual Report. The new WIOA law represents an opportunity for CMJTS to provide services to jobs seekers and businesses. It brings together specific service providers in the workforce center system. All workforce center systems must have four core partners - WIOA Title I (CMJTS-adults, dislocated worker, and youth program), Title II (Adult Basic Education and all of the providers who offer those services), Title III, the Wagner-Peyser Act (Job Services, Unemployment Insurance staff), and the Rehab Services. There are additional required partners in the workforce center. Within the 11-county area, WIOA law requires that we designate at least one workforce center as a comprehensive center. There are transitional providers that must be accessible in the Workforce Center. In the 11-county area, we may look at Monticello as being a comprehensive center because we have access to the four core partners and all of the additional providers. We can take into consideration what are the true business needs, what the employer needs at the local level, and how can we provide job seekers to fill their hiring needs. We look at opportunities for on-the-job learning or work based learning. The Annual Report lists Business Services through OJT services - employers agree to hire an individual, we offer reimbursement for a contracted period of time, and reimburse the employer at the cost it takes to them to train the individual to what they need on the job. Registered apprenticeship - we are able to expand registered apprenticeship to the small employer (non-union), who wants to develop and apprenticeship program to improve productivity, competitiveness, and retention rate. We are connecting businesses interested in developing those apprenticeship programs with the Dept. of Labor to develop a curriculum and finding suitable job seekers and placing them in registered apprenticeship opportunities. Transitional jobs is a way to meet the needs of a long-term unemployed person - we are able to do a part-time temporary contract with the employer to help the individual get back into the job market; oftentimes, it tends to lead to regular employment. We just started this, and have two participants placed in the business office at the Parkview Care Center, in Buffalo.

Eric Day, Manager, reported on Opportunities for Youth. We work to connect young people with barriers to employment or training with positive experiences. Youth generally are ages 16-24, have barriers to

employment such as a disability or a mental health diagnosis, etc. We help to connect these young people with work. We connect young people with training opportunities, such as nursing assistant. CMJTD is the employer of record but they work under the supervision of the facility; the facility will know if a good fit; we only put people through training where there is a high growth/demand field. We have a higher education career advisors project, with Buffalo School, and have a small grant to work with high school youth to help them make sure they have a plan for after high school; and have another application in for continued funding for next year. We have a project starting in late May where eight young people will have the opportunity to get their fork lift certification, they will go to the Steger Wilderness Center in Ely and work closely with a master stone mason, and are paid \$10/hour while there but what is more valuable is they get the experience. We work hard on career success skills - show up every day, show up on time, take direction, are a good team player, etc.

Borrell asked how the tiny house in Kandiyohi County has worked out. Day said the unit was built and donated it to the St. Cloud Coalition for Homeless Men. That coalition partnered with the St. John's Episcopal Church in St. Cloud and will use it for a housing option for a homeless person. They are working on plan for a second unit that may go to the Coalition for Homeless Men or may sell and proceeds will go to local agencies that help homeless, local income or food shelf. The unit is self-contained as an RV, but has better insulation.

Goodrum Schwartz thanked everyone for coming, and said we have shared clients, are fortunate that J&T is located in Monticello, and is mutually beneficial for a strong and well-skilled workforce for our County. Daleiden asked what they do for Unemployment Insurance program. Wurnos said that is handled by the Dept. of Employment & Economic Development, they have staff on site at the Monticello Workforce Center, and have a call center. If an individual comes in, we have staff to assist them in processing or applying for resources they need. It is a long process, they meet with individual and collect data, work history, education, plans/goals going forward, and want to stay within a 40% of path they have been in. Daleiden said it sound good, but doesn't seem to work like it should. He has someone living with him and he helped him get his unemployment set up because he didn't get any help up in Monticello. Wurnos said we are not allowed to assist with unemployment applications, we can connect him to the Call Center.

2. Presentation: Recognition Plaque to Bev and Bob Stavrum, Child Foster Care providers retiring after nine years of service.
Jill Marzean said the Stavrum's have been child foster care providers for Wright County for the past nine years. They began as relative foster care providers for their niece and nephew from Colorado in 2007, and continued doing non-relative foster care for nine years. She is honored to present the Stavrum's with a plaque. They have helped hundreds of children, have participated in most child foster care programs, and are integral part of our emergency shelter care. Recognizing foster parents is something new the Agency started to give back to foster care providers. Marisa Ferguson presented the plaque to the Stavrum's. Borrell asked the Stavrum's if they ever hear back from the foster children. The Stavrum's said yes, some they do and some we don't. Daleiden thanked the Stavrum's for doing this.
3. April Employee of the Month – Nichole Adefuye
Goodrum Schwartz introduced Nichole Adefuye as the April Employee of the Month (EOM). Nichole is a Social Worker in the Children's Services area and works closely with the schools to prevent educational neglect with an early intervention process. Nichole was nominated by an assistant principal; and read his comments. Goodrum Schwartz thanked Adefuye for being the EOM. Borrell asked if in May, both the May and June EOM could be done; acknowledging the EOM before the month nominated for. Goodrum Schwartz said she would try to put two on the next time.
4. Presentation: Bicycle Project through SHIP Grant.
Mikaela Robertson presented a PowerPoint presentation. The percentage of children walking/biking to school, between 1966 and 2009, fell by 75% and the percentage of obese children rose 276%. The percentage of obesity is the highest (23.5% in 2002) in the U.S., and the lowest (8-13%) in the European

countries. The percentage of people walking, biking and using transit is the lowest (5%) in the U.S., and is the highest (50-55%) in the European countries. Some of the benefits of Active Transportation include: For community: improves air quality; reduces traffic congestion, reduces noise pollution, reduces the need for new parking lots and roadways, reduces wear and tear on existing roadway, etc.. For Residents: time efficient, can be done anytime/anywhere it's safe, and saves money. For Schools: improves classroom behavior, concentration, grade/test scores; and can reduce need for expensive bus transportation. Through the Safe Routes to School program, May 4, 2016 has been designated Bike to School Day. The five pieces to having Active Transportation and Safe Routes to School are: 1) Engineering, 2) Education, 3) Evaluation & Planning, 4) Encouragement, and 5) Enforcement. 10-14 year olds have the highest rate of bicycle crashes for all age groups. Bicycling is a lifelong activity. The MN Bicycle Alliance worked with teachers and developed a curriculum called, "Walk! Bike! Fun!"

A year ago, the Agency had received SHIP funds they needed to use or turned back to the State. We put some of this money into The Wright County Bicycle Education Fleet. All Wright County middle schools were invited to participate. Five middle schools accepted the offer: Annandale, Maple Lake, Monticello, St. Michael-Albertville East & West. We partnered with the MN Bicycle Alliance to train nine Wright County PhyEd teachers in the curriculum. A community partner in Monticello was willing to establish, own and manage the fleet of bicycles - Jeremiah Mack, of Monticello Community Education.

Mack said whoever uses the bike is responsible for liability. Bikes were purchased from Revolution Cycle & Ski, in St. Cloud - a total of 36 were purchased, plus helmets and safety vests. A trailer was purchased from a Delano vendor. A training was held for the nine PhyEd teachers. A bike club in Monticello/St. Michael agreed to do maintenance in the off-season. A fee is charged for the middle schools to use the bikes; lifetime of bike is 10-15 years; dollars are used for repairs, and bikes can be rented to community groups during off-time. We have shared calendars for people users. If bike is damaged/unrepairable, the person using bike will need to replace the bike. The bikes were used in Monticello the first week to find out how things worked.

Goodrum Schwartz thanked Jeremiah and Mikaela for presentation. Potter said from the last 2 County Auctions, a group has purchased the bikes and donated them to children. Safe Route to School - schools are frustrated with how cumbersome it is to apply for it. One thing brought up at a 7W meeting, you need to make it less cumbersome so schools with small projects feel it is worthwhile to apply.

5. Presentation: Childcare Gardening Project through SHIP Grant.
Susan DeMars said she works with the SHIP Grant and Child Care Strategies. A PowerPoint presentation was shown. DeMars said she does training on CATCH (Coordinated Approach to Childhood Health) for child care providers. Some statistics given included:
 - Today, Americans consume 2-3 pounds of sugar each week; during 1887-1890, 5 pounds a year was consumed.
 - Obese children/adolescents is an epidemic in our State and County. Percentage has grown from 5% in the 70's to 20% today.
 - Three-fourths of children eat one vegetable a day (most popular is French fries, then tomato products (spaghetti), and green beans, corn, and peas, Dark green and deep yellow vegetables are the least eaten.
 - Ages 2-9: ate recommended number of fruits (37%) or vegetables (22%).
 - Eating Out: families eat out 15% more than they did 20 years ago; meals are higher in total fat, saturated fat and sodium; 75% of children exceed the dietary recommendations for intake of total saturated fats.
 - Eating behaviors: Portion size is the most influential factor that determines how much children and adults eat. 3-5 year olds consumed 25% more of an entrée that was double an age-appropriate standard and has 15% more calories. Adults ate more food when given larger portions. Portions of food and beverage sizes have increased.
 - Sweet Drinks and Sweetened Beverages: from 1977 to 1984, consumption has increased by 41%; are 13% of calories consumed.

- Television/Multimedia: children under age 11 spend about 7 hours/day watching TV, videos, playing computer games; hours of TV is associated with increased obesity; TV confuses children (are less able to identify healthy foods).
- Physical Activity: children walking/biking has declined by 50%; nearly half of preschool-aged children do not engage in sufficient physical activity; preschoolers should have at least 60 minutes up to several hours per day of physical activity.
- Center of Disease Control Obesity Trends of U.S. Adults, from years 1991 to 2010, for a person 5' 4" and 30 lbs., show overweight has increased from 15-19% in 4 states in 1991, to just 1 state in 2009, and none in 2010 with all states ranging from 20%-30%.

To address the obesity problem, we need to change the environment to one that teaches/educates, reinforces and rewards physical activity and healthy eating habits.

DeMars said she is doing the "4 Square for Children" gardens with childcare providers. Howard Lake-Waverly-Winsted FFA constructed the 4X4 boxes, their plant class did all the bedding plants, and an intern from Extension has helped. Kid Friendly vegetables will be planted. Each childcare provider is given \$300 worth of equipment/supplies to start a 4 Square Garden. Each provider receives four hours of training. Policy is written in their handbooks offering more fruits and vegetables. With the 14 providers, she will reach 140 children. CATCH Training, demonstrating a reached 7en minute exercise routine, 136 providers. A \$6,000 grant was done for the Buffalo-Hanover-Montrose Schools introducing children to fresh fruits and vegetables from November through May using the LANA Curriculum. Husom said there are studies that have proved gardening is therapeutic, improves their mental health. DeMars said children that garden/plant will eat their vegetables. Daleiden asked DeMars to come back and tell the Board results of program.

ADMINISTRATION:

1. Director's Comments.
Goodrum Schwartz extended condolences to Borrell on his mother passing away.

The MA Transportation bid will be on the next meeting agenda. There was one bidder - MTM.

The next regular meeting will be held at 1:30 P.M., Monday, May 9, 2016, in the Commissioners Room, at the Wright County Government Center. Chairperson Daleiden adjourned the meeting at 3:10 P.M.