

WRIGHT COUNTY
HEALTH & HUMAN SERVICES BOARD
MINUTES
January 9, 2017

The annual and regular meeting of the Wright County Health & Human Services Board was called to order at 1:31 P.M., Monday, January 9, 2017, by Director, Jami Goodrum Schwartz.

ROLL CALL:

Members Present:

Darek Vetsch - District 2	Michael Potter - District 4
Mark Daleiden - District 3 (arrived 1:34 PM)	Charlie Borrell - District 5

Member Absent:

Christine Husom - District 1

Staff Present:

Jami Goodrum Schwartz, Director
Michelle Miller, Social Services Manager
Social Services Supervisors: Debra Swanson, Diane Erkens, Jill Marzean, Richelle Kramer,
Jessica Nelson, Marianne Charbonneau, LeeAnn Thimell
Chad Miller, Social Worker
Kimberly Johnson, Financial Services Manager
Financial Services Supervisors: Tammi Martens, Jennifer Mrnak
Child Support Supervisors: Sheri Lumley, Karen Popken
Michelle Czech, Financial Worker
Carol Schefers, Public Health Director
Christine Partlow, Business Manager
Heidi Davis, Office Technician II

New Staff:

Barry Spiers, Child Support Officer

ORGANIZATION OF BOARD:

1. Election of Officers in conjunction with annual meeting.
 - a. Election of Chairperson. (Daleiden-2016)
Action: Borrell nominated Potter as Chairperson. Vetsch seconded the nomination. There were no other nominations. All voted aye. Daleiden absent. Potter elected Chairperson.
(Potter assumed position of Chairperson.)
 - b. Election of Vice Chairperson. (Potter-2016)
Action: Borrell nominated Vetsch as Vice Chairperson. Vetsch seconded the nomination. There were no other nominations. All voted aye. Daleiden absent. Vetsch elected Vice Chairperson.
 - c. Election of Secretary. (Husom-2016)
Action: Vetsch nominated Husom as Secretary. Borrell seconded the nomination. There were no other nominations. All voted aye. Daleiden absent. Husom elected Secretary.

MINUTES: Approval of Minutes of December 27, 2016.

Action: Motion by Vetsch, seconded by Daleiden, to approve the Minutes. Motion carries.

AGENDA: Approval of Agenda.

Action: Motion by Borrell, seconded by Daleiden, to approve the Agenda. Motion carries.

ORGANIZATION OF BOARD (continued):

2. Setting of meeting dates and time for 2017 and first meeting in 2018 (2nd & 4th Monday).

January 23	April 24	July 24	October 23
February 13	May 8	August 14	November 13
February 27	May 22	August 28	November 27
March 13	June 12	September 11	December 11
March 27	June 26	September 25	December 26 (Tues.)
April 10	July 10	October 9	January 8, 2018

Meetings to begin at 1:30 P.M.

Action: Motion by Borrell, seconded by Daleiden, to set the meetings dates as listed, and meetings to begin at 1:30 P.M. Motion carries.

3. Committee Appointments (2016 members)

- a. Central Minnesota Mental Health Center Foundation Delegates. (Vetsch/Husom)
- b. Central Minnesota Mental Health Center Board - 3 year term: (reaffirm Delena Daleiden – term expires 12/31/18; Vetsch - term expires 12/31/17; reappoint Husom – term expires 12/31/16)
- 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)~~
- h. Emergency Preparedness Committee (Vetsch)
- i. Truancy Task Force (Potter)
- j. State Community Health Services Advisory Committee appointment and alternate (Husom; Carol Schefers-Alternate)
- k. CommUNITY Adult Mental Health Initiative (Jami Goodrum Schwartz; Michelle Miller-alternate)

Action: Motion by Vetsch, seconded by Daleiden, to approve the above Committee appointments, to have Vetsch replace Sawatzke on the Committees, and remove the RiverRider Joint Powers Board from list. Motion carries.

4. Set Board Per Diem for 2017.

Action: Motion by Vetsch, seconded by Borrell, to set the 2017 Per Diem at \$50.00 (same as 2016). Motion carries.

5. Set Mileage Reimbursement for 2017.

Action: Motion by Borrell, seconded by Vetsch, to set the 2017 mileage reimbursement at \$.50/mile (same as 2016). Motion carries.

6. Set Meal Reimbursement for 2017.

Action: Motion by Daleiden, seconded by Borrell, to set the 2017 meal reimbursements at \$7.00/breakfast; \$10.00/lunch; \$13.00/dinner (same as 2016). Motion carries.

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

Action: Motion by Daleiden, seconded by Vetsch, to publish and make available the Board Minutes as stated, the Howard Lake Herald is contingent on County Board decision on January 10, 2017. Motion carries.

8. Set Advisory/Task Force Per Diems for 2017.
Action: Motion by Borrell, seconded by Daleiden, to set the 2017 Advisory/Task Force per diems at \$40.00 (same as 2016). Motion carries unanimously.

9. Committee/Task Force reappointments for period of January-June, 2017.

Advisory Committee

District 1 - Dan Bottiger (2nd term)

District 3 - Lisa Hayes-Stich (2nd term)

District 4 - Susan Malone (3rd term)

District 5 - Jason Franzen (2nd term); Dan Schaible (3rd term)

Public Health Task Force

District 2 - Gretchen Frederick (7th); Dave Nelson (5th)

District 4 - Sue Eull (2nd)

District 5 - Marlene Kittock (8th); Darlene Lind (9th), Tony Onnen (8th); Kali Pichotta (2nd)

Mental Health Advisory Council - no reappointments

Action: Motion by Borrell to approve all reappointments with the exclusion of Jason Franzen and will submit a new representative for District 5 soon. Motion died for lack of second.

Vetsch asked for discussion and for reason why. Borrell said these reappointments are put on by those wanting them to represent them in their District and is up at their discretion. Goodrum Schwartz said on our website we ask people to join the task force, and bring that appointment to this Board for approval. Two years ago, we would have brought Mr. Franzen forward as a candidate which would have been approved at that point. These appointments will stand for the term indicated by their name. Mr. Franzen is also on our Public Health Task Force. Borrell said that would be at his discretion too.

Action: Motion by Vetsch, seconded by Daleiden, to approve reappointments as they stand here. Borrell said he would like to make an amendment with the exception to remove Mr. Franzen from District 5. Motion maker did not second amendment. Motion carries 3-0. Borrell voting no.

CONSENT AGENDA

1. Social Service Payments Abstract - 242,879.64

Action: Motion by Daleiden, seconded by Vetsch, to approve the Social Services Payments. Motion carries.

REGULAR AGENDA

ADMINISTRATIVE PAYMENTS: \$145,257.58; 87 vendors; 153 transaction, subject to audit.
Partlow said there is one change to make - remove \$30.00 reimbursement to the Wright County Auditor to the Tobacco Fund Petty Cash.

Action: Motion by Daleiden, seconded by Vetsch, to approve the Administrative Payments as stated.
Motion carries.

PERSONNEL:

1. Presentation of Retirement plaque to Debra Swanson.

Goodrum Schwartz said Swanson has been our Developmental Disabilities Unit Supervisor since 2006.

Goodrum Schwartz presented Swanson with her ten year mug. Miller shared that Swanson's career with county government began over 41 years ago. Her work history started in Hubbard County, then Pennington County, then Marshall County, and finally Wright County.

Swanson shared she's always found her work rewarding and the people dedicated to the mission of our business which is helping people be the best they can be. It's been interesting to see the huge changes throughout the years. She thanked all the Commissioners, her staff, and the Health & Human Services management/supervisors. Miller said that on January 17th we will have an Open House and invited the Commissioners to come, at the Human Services Center, from 2:00-4:00 PM, to acknowledge Swanson's retirement. Swanson accepted her

retirement plaque. Potter thanked Swanson for all the work done for Wright County.

2. Refer request for temporary staffing to the Personnel Committee.
Action: Motion by Daleiden, seconded by Vetsch, to approve request. Goodrum Schwartz said request is regarding person going on a military leave. Motion carries.

SOCIAL SERVICES/PUBLIC HEALTH/FINANCIAL SERVICES:

1. January Employee of the Month - Chad Miller.

Goodrum Schwartz introduced Chad Miller as our Health & Human Services Employee of the Month for January 2017. Miller has worked in both the Developmental Disabilities and Mental Health Units. Currently, Chad is the primary case manager for civil commitment screenings, Sexually Dangerous Persons/Sexually Psychopathic Personality commitments, and carries a caseload of targeted case management working with adult clients who suffer from a mental illness. The in-house nominator states, "Chad provides time, knowledge, and patience to his colleagues, clients, and providers. He practices a person-centered approach which allows clients to feel validated. Chad's approach with difficult clients is direct and clear which provides clients with a sense of control, when all of the pieces of their lives may feel out of control."

People who work with Chad know you won't leave an interaction with him feeling lost or having questions unanswered. He provides clear expectations to keep clients on their toes and working towards a better quality of life. Chad's wealth of knowledge in the mental health and chemical dependency field is an asset for Wright County. He is able to communicate in an assertive, yet respectful manner with clients and providers. His effective communication allows clients to maintain self-sufficiency, and providers to understand the rights of the individual clients. He is always willing to share his knowledge. He takes time to help interns, new employees, colleagues, and outside providers. Chads expertise within the mental health field is valuable and non-biased, which is a rare commodity. Goodrum Schwartz thanked Miller for his hard work and for the extraordinary service he provides! Miller shared it's been a good ten years here, it's been a good place to work.

2. Comparative data on children in out-of-home placements in Minnesota. (attachment)
Goodrum Schwartz provided Commissioners with a handout of out of home placements and the ranges of all Minnesota counties. Wright County's numbers are in the green (5 children placed per thousand), which is a good ratio relative to other counties. We do a really good job in limiting the number of children that we place in out-of-home care.

Miller said we made changes to our Placement Committee which involved thinking about how we can better serve families in our community. There are legislative changes coming and it will be interesting to see what the changes lead to. The new changes will more than likely result in more out-of-home placements. The average placements for 2016 in Wright County, was about 110. We are working hard at trying to service kids and their families in their homes. Goodrum Schwartz said the number is higher than it has been but this is also due to population growth. Potter shared he feels our County does a really good job at managing these families and their needs.

3. Request referral of vehicle purchase to Ways & Means Committee.
Action: Motion by Daleiden, seconded by Vetsch, to approve request. Partlow said this is for the purchase of a budgeted van. Motion carries.
4. Letter of Support - Village Ranch to provide outpatient chemical dependency services to meet the needs of youth participating in their programming. (Letter of Support attached)
Goodrum Schwartz offered the Commissioners a letter of support towards this. This is someone who would be able to serve as another Chemical Dependency counselor to our youth population. Marzean said the request came from Village Ranch because of the huge need that is there.

Action: Motion by Daleiden, seconded by Vetsch, to approve Letter of Support for Village Ranch.
Motion carries unanimously.

5. Presentation: METS System video.

Michelle Czech introduced METS (Minnesota Eligibility Technology System), the video which was created by Anoka County, and gave brief information on this. Copies of a DHS Briefing Document on the Affordable Care Act were given to the Board. Goodrum Schwartz said Minnesota is in a more difficult position than other states because Minnesota implemented the Affordable Care Act with the marketplace structure and using the METS System; other states did not do this. Czech said because of system limitations, there are people who are on MA and shouldn't be and there are people who are being declined MA even though they meet the eligibility requirements.

Czech said workers spend hours on the phone and in the system to try to get the system to work appropriately for clients who they know should be approved for MA but the system is not allowing it. Goodrum Schwartz mentioned page 3 of handout. Czech said clients will get multiple notices a day regarding their eligibility on their accounts, etc. Often clients need to communicate back and forth between DHS and their residing county. MinnesotaCare Call Center can have up to 2,500 people waiting at a time and are dropping calls. The system has come up a substantially from when she first started working in it, there were clients who have had to wait over a year to add a new household member to their account because of the system issues and lack of being able to talk to a worker who can assist them. We are now functioning on a larger portion of the policies, but there are still a large number of clients not getting the services they should, based on the system limitations. Goodrum Schwartz said repealing the entire system would not service us well, going back to MAXIS would not serve us well. We need to focus on improving the METS system. Potter requesting a dozen copies of the Briefing Document, because he will be in St. Paul this week and would like to provide this information there. Czech said it is getting substantially better than what it was in 2013, but there are new things coming up each week adding extra work to what we already do to trying to do workarounds; e.g., evidence field maintenance - running a series of steps on each household member.

ADMINISTRATION:

1. November 2016 Financial Statement. (attachment)

Christine Partlow provided brief overview of 4 different reports for Commissioner Vetsch. Federal Revenues are at \$8.4 million (92% of budget set). For the month of November, we are at 92% of the year. Revenues are at 90%, and Expenditures are at 88%. We did receive our second half of property tax revenue. Recoveries are at \$285,000 and have exceeded the budget of \$251,000. In November, we received a fairly large recovery, an MA estate - \$36,000. Daleiden asked what happened to the attorney we hired to do recoveries in probate. Partlow said there has not been much movement after it came back to Board and was approved. Vetsch asked why State funding contributions is low - 85% of 92%. Goodrum Schwartz said when we go through the budget process, there could be a lot changed and is hard to identify where the impact is. Vetsch said overall it looks good.

Action: Motion by Vetsch, seconded by Daleiden, to accept the 2016 November Financial Statement.
Motion carries.

2. Director's Comments.

Goodrum Schwartz brought up an email from Sawatzke regarding fuel cards we provide to clients. After doing an informal audit, they did find five families who double-dipped between Wright County Health & Human Services and Central Minnesota Jobs & Training on fuel cards. With that said, they are going to be adding some different language to the form the clients sign when receiving a fuel card. We will continue to keep an eye on it.

Potter asked if monitors have been moved out of back room. Goodrum Schwartz said they have been moved. He also asked if the out-of-date car seats have been thrown. Goodrum Schwartz said they will be recycled soon.

Vetsch asked how the large Human Services Center conference room is coming along. Goodrum Schwartz said they will not make the January 13th deadline; there is no carpeting in it, and we are needing to reschedule meetings. We were hoping some work could be done after workhours. She will keep the Commissioners informed if anything further happens. Thus far, we are waiting for carpeting and furniture.

The next regular meeting will be at 1:30 P.M., January 23, 2017, in the Commissioners Room, at the Wright County Government Center. Chairperson Potter adjourned the meeting at 2:58 P.M.