



## BOARD MINUTES

### WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

June 10, 2018

DATE APPROVED: July 8, 2019

Christine Husom,	District 1
Darek Vetsch,	District 2
Mark Daleiden,	District 3
Michael Potter,	District 4
Charles Borrell,	District 5

#### I. PLEDGE OF ALLEGIANCE

The Wright County Health & Human Services Board met in regular session at 1:31 p.m. with Husom, Vetsch, and Borrell present. Daleiden and Potter absent.

#### STAFF PRESENT:

Jami Goodrum Schwartz, Director  
Jill Pooler, Social Services Manager  
Kimberly Johnson, Financial Services Manager  
Michelle Miller, Social Services Manager  
Sarah Grosshuesch, Public Health Director  
Michelle Czech, Financial Services Supervisor  
Tammi Martens, Financial Services Supervisor  
Kathy Tenney, Financial Worker  
Diane Erkens, Social Services Supervisor

#### OTHER:

Barbara Chaffee, Central MN Jobs & Training (CMJTS) CEO  
Tricia Bigaouette, CMJTS Finance Director  
Tera Brooks, CMJTS Disability Resource Coordinator  
Renee Struck

#### II. MINUTES APPROVAL

**ACTION:** Vetsch moved, Borrell second, to approve May 13, 2019 minutes. Motion carried.

#### III. REVIEW AND APPROVAL OF AGENDA

Move item #6 under V, A to #2: Request to Cancel June 24, 2019 HHS Board Meeting.

**ACTION:** Vetsch moved, Borrell second, to approve the agenda. Motion carried.

#### IV. EMPLOYEE OF THE MONTH – JULY

Kathy Tenney is the July Employee of the Month

#### V. REGULAR AGENDA

##### A. Social Services/Public Health/Financial Services

##### 1. APPROVE RESOLUTION HHS 19-07 MAY DONATION

**ACTION:** Borrell moved, Vetsch second, to accept Resolution HHS 19-07. Motion carried 3-0 on a roll-call vote.

##### 2. PUBLIC HEALTH TASK FORCE: NEW APPLICANT & RESIGNATION

- a. Resignation: Eureka Sorenson resigned effective May 13, 2019 – District 1  
**ACTION:** Vetsch moved, Borrell second, to accept Sorenson's resignation.
- b. New applicant: Kelsie Quast – District 1  
**ACTION:** Vetsch moved, Borrell second, to accept Quast's application.

**3. CMJTS ANNUAL UPDATE**

(BARBARA CHAFEE, TRICIA BIGAOUETTE, TERA BROOKS)

Acknowledged and thanked the Board and HHS for the 35 years of partnership. Outlined this year's updates and new initiatives such as Workforce Centers being newly named as Career Force. The Joint Powers Board requested training opportunities for year 2019.

Highlighted the [Ticket to Work Program](#), introducing a participant who benefited from the program's positive impact in her life and career, helping her to overcome obstacles and find successful employment.

Presented the financial report and the annual audit results, reporting that this is CMJTS' seventh consecutive clean audit.

**4. SNAP TIMELINESS AND CASES PROCESSED**

(Kimberly Johnson)

In response to the Board's inquiry from its May 13<sup>th</sup> meeting, Johnson reported that as of last month, out of 49 expedited SNAP applications received, 26 were processed timely, which meant the 24-hour case processing requirement was met. Cases not processed timely may arise from applications being received on non-business days, or from inter-county case transfers when there is a potential lapse of immediate access to verifications. Some things to consider also when comparing Wright County's performance with other counties are staffing capacity and differences in assessment tools.

HHS will continue to look for a better system to identify and target expedited cases; suggestion to raise its goal 5 percent above the State threshold.

**ACTION:** Bring this item back to the July 8 HHS Board meeting for information to the full Board.

**5. REVIEW 2019-05-22 HHS ADVISORY COMMITTEE MINUTES**

(Jami GOODRUM SCHWARTZ)

Distributed for Board information and review.

**6. REQUEST TO CANCEL JUNE 24, 2019 HHS BOARD MEETING**

(Jami GOODRUM SCHWARTZ)

**ACTION:** Borrell moved, Vetsch second, to cancel May 28, 2019 HHS Board meeting. Motion carried.

**B. Administration****1. DIRECTOR'S COMMENTS**

**CONSENSUS:** The HHS Director is a signatory to Letters of Support (LOS) requested by entities, unless HHS Board Chair signature is required. Include copies in board packets and in the director's comments at HHS Board meetings.

Distributed copies of the Dare to Lead book by Brenee Brown. The books were purchased by an Allina grant for strengthening our Agency and County leadership.

Goodrum Schwartz brought a draft invitation for an outreach activity called "Safe Families/Connected Kids Initiative" supporting children and families facing challenges. The commissioners were invited to attend one of the two morning coffee sessions with faith-based groups titled 'Coffee with the Commissioners' in which participating church personnel will be provided with information on Safe Families and what their involvement may provide to our community.

**ACTION:**

- Schedule the sessions tentatively in late July 2019
- Secure commissioners' signatures for the invitation letter

- Send a Survey Monkey to the commissioners for the date sign-up
- Distribute brochures at the county fair
- Invite the speaker to present at churches in addition to the letters of invitation

Asked what information the Board might be interested to know for budget purposes.

**CONSENSUS:** HHS need not make a budget presentation at the July HHS Board meeting unless if something significant comes up.

Vetsch left the meeting at 2:04 p.m.

The meeting adjourned at 2:41 p.m.

Respectfully submitted,  
Noami Blomberg, Administrative Specialist