



BOARD MINUTES

WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

March 13, 2023

DATE APPROVED: April 4, 2023

Tina Diedrick	District 1
Darek Vetsch,	District 2
Jeanne Holland	District 3
Nadine Schoen	District 4
Michael Kaczmarek,	District 5

I. PLEDGE OF ALLEGIANCE

The Wright County Health & Human Services Board met in regular session at 1:30 p.m. with Diedrick, Vetsch, Holland, Schoen and Kaczmarek present.

STAFF PRESENT:

Ashley Hibbison, Office Technician II
Brooke Schmidt, Office Technician II
Christine Treichler, Social Services Supervisor
Clay Wilfahrt, Assistant County Administrator
Dena Peterson, Business Project Coordinator
Diane Erkens, Social Services Supervisor
Emily Anderson, Social Worker II
Greg Kryzer, Civil Division Chief, County Attorney
Heidi Davis, Business Technologist
James O'Dell, Business Manager
Jami Goodrum, Director
Jill Pooler, Social Services Manager
Joshuah Kwolik, Business Process Analyst
Kate Dahl, Finance Account Manager
Keith Bennett, Health Promotion Coordinator
Kimberly Johnson, Financial Services Manager
Matthew Treichler, Chief Deputy, Sheriff's Office
Michelle Miller, Social Services Manager
Molly Martie, Social Services Supervisor
Noami Blomberg, Administrative Specialist
Rebecca Graham, Public Health Nurse
Sarah Grosshuesch, Public Health Director
Stephanie Olsem, Social Worker
Tammi Martens, Financial Services Supervisor
Tarynn Anderson, Social Services Supervisor

II. MINUTES APPROVAL

A. 2023-01-25 Board Meeting Minutes. Correction: Item II, 2023 Board Reorganization – Schoen was appointed as HHS Vice-Chair

B. 2023-02-23 Board Meeting Minutes

ACTION: Holland moved, Kaczmarek second, to approve the meeting minutes. Motion passed.

III. REVIEW AND APPROVAL OF AGENDA

ACTION: Kaczmarek moved, Holland second, to approve the agenda. Motion passed.

IV. CONSENT AGENDA

A. [ACCEPT \\$355,395K CDC FEDERAL STRUCTURE GRANT FOR PERIOD 2023-03-01 THROUGH 2027-11-30 TO SUPPORT EFFORTS TO RECRUIT, RETAIN AND TRAIN SKILLED AND DIVERSE PUBLIC](#)

HEALTH TASK FORCE, ADDRESS LONGSTAND PUBLIC HEALTH INFRASTRUCTURE NEEDS AND INCREASE THE SIZE OF THE PUBLIC HEALTH WORKFORCE

Kaczmarek pulled the item for discussion:

Kaczmarek sought clarification on the ten percent Grantee's Approved Indirect Cost Rate for the Grant, listed on the first page of the document. Account Manager Kate Dahl stated that it is standard language for the Minnesota Department of Health (MDH) Grant, funds that Health & Human Services (HHS) could access towards rent or administrative costs related to the grant. There is no known county cost incurred with acceptance of the grant.

Grosshuesch clarified that the State applied for this grant and that federal funding requires 40 percent of the grant should be distributed to local public health. Approximately, the grant was approved last month, with HHS waiting for the grant agreement to be finalized. The next step for HHS, after Board approval, would be to develop a work plan when the contract is in place.

Grosshuesch confirmed that the grant could be used on existing staff (reference on page 7 of the agreement), however, with Public Health's fully-staffed status, the Agency instead will focus on the retention aspect. Goodrum stressed that there is no current plan to increase Public Health staff through this funding, and would refer to the Personnel Committee if HHS is pursuing additional positions or promotional job reclassifications.

Vetsch is interested to see the workplan, particularly on the pressing need in mental health and the challenges to the recruitment and retention of Mental Health Professionals. Grosshuesch stated that other funds, such as COVID recovery dollars, may also be accessible, in addition to this grant.

ACTION: Diedrick moved, Schoen second, to accept the \$355,395.00 CDC Federal Structure Grant. Motion passed.

V. REGULAR AGENDA

A. Staffing Announcement

1. New Hire
 - i. Stephanie Olsem, Social Worker, Child Protection (CP2) Team– 2023-02-27
 - ii. Brooke Schmidt, Office Technician II, Assessment Services Team – 2023-03-06
2. Employee of the Month – April
Ashley Hibbison is the April Employee of the Month.

B. Social Services/Public Health/Financial Service

1. INTRODUCTION: NEW BUSINESS MANAGER JAMES O'DELL (JAMI GOODRUM)
James O'Dell accepted the Business Manager position, vacated by Christine Partlow. O'Dell served as the HHS Business Technology Supervisor since joining Wright County eight years ago.
2. JOINT CO-RESPONDER PILOT PROPOSAL (MATTHEW TREICHLER, JILL POOLER)
Treichler and Pooler outlined the background on the co-responder initiative and its impact toward community service and county response to mental health crisis.

The co-responder project would allow HHS to offer a Mental Health Professional to accompany a law enforcement officer in the field to assist with de-escalation and connecting individuals, who are in crisis, with mental health resources.

HHS and the Sheriff's office proposed to pilot this project in the Summer of 2023, which will temporarily employ an existing Social Worker II outreach position. If sustainable, the group will look into grants and plan development for staffing, equipment and training, and may consider developing a task force. Vetsch asked if Public Health dollars with COVID allocation can be accessed considering the significant mental health contacts that law enforcement receives, while also suggesting potential funding opportunities such as COVID recovery fund, grants or the enterprise resource planning (ERP). The Board also expects both agencies to track caseloads to assess the project's feasibility.

ACTION: Schoen moved, Kaczmarek second, to approve the co-responder program between HHS and the Sheriff's Office. Motion passed.

3. HHS BOARD PLANNING
(JAMI GOODRUM)

In discussion with County Administration and the County Attorney's Office, HHS proposed to restructure the HHS Board meetings to coincide with the County Board meetings; this arrangement will satisfy the statutory requirement to hold HHS Board meetings, which also operates as the Community Health Board (CHB).

Goodrum proposed to move the HHS Board meetings from the second Monday, 1:30 p.m. to the first Tuesday, 9:45 a.m., concurrent with the County Board meeting effective April 4, 2023.

Kryzer recommended that HHS Board meetings be incorporated with County Board meetings, with HHS items to be entered as Timed Items at 9:45 a.m. and will follow the County Board agenda process and timelines on item submission. The County Board will assume its HHS Board functions at 9:45 a.m., pending items for consideration.

CONSENSUS: Pass a resolution of said proposal at the County Board meeting on April 4.

4. PRESENTATION: [COMMUNITY HEALTH IMPROVEMENT PLAN](#)
(JOEL TORKELSON)

Torkelson presented the 2022-2025 Community Health Improvement Plan (CHIP) for Board approval. The three identified priorities are:

- Misuse of alcohol, tobacco and other substances
- Dental health
- Mental health and wellbeing

The Board acknowledged and commended the partnership between Wright County Public Health and its community partners and organizations for putting together the comprehensive plan.

ACTION: Holland moved, Schoen second, to approve the Community Health Improvement Plan. Motion passed.

C. Administration

1. DIRECTOR'S COMMENTS

The Department of Human Services (DHS), Child Support Division, has completed the Federal Fiscal Year 2022 Statewide Self-Assessment Review, finding Wright County to be in compliance on four of its cases being pulled for review.

Meeting adjourned at 2:18 p.m.

Submitted by Noami Blomberg, Administrative Specialist