

TODD COUNTY BOARD OF COMMISSIONERS

Health and Human Services Board Meeting Agenda

Date: August 26, 2014

Time: 9:00 AM

Meeting to be held in the Historic Courthouse, Long Prairie, Minnesota

		Approx. Time
1	Call to Order and Roll Call	9:00
2	Pledge of Allegiance	9:01
3	Amendments to the Agenda	9:03
4	Approve July 22, 2014 Meeting Minutes	9:04
5	General	9:05
	5.1 Introduce New Staff	
	5.2 Approve Applying For Healthy Housing Grant	
	5.3 Northstar Care for Children	
	5.4 HHS Booth at Todd County Fair	
	5.5 Todd County HHS Open House	
6	Claims	

TODD COUNTY HEALTH & HUMAN SERVICES

Minutes of the Meeting of the Health & Human Services Meeting

July 22, 2014

Call to Order

The Todd County Board of Commissioners met in the Todd County Historic Courthouse in the City of Long Prairie MN on the 22nd day of July, 2014 at 9:00 a.m. with all members present. The meeting was opened with the Pledge of Allegiance.

Approval of Agenda

On motion by Neumann and second by Becker, the following motion was introduced and adopted by unanimous vote: To approve the agenda as presented.

Approval of Minutes

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve the June 24, 2014 minutes as read.

General

New Employees were introduced to the Commissioners: Kris Kassube, HHS Office Support Specialist, Nathan Hibbs, Social Worker and Alisha Johnson, RN.

On motion by Kircher and second by Erickson, the following motion was introduced and adopted by unanimous vote: To approve Addendum E: School Based Mental Health Services to be added to the Northern Pines Mental Health Center's 2014 Mental Health Services contract in the amount of \$10,000.00.

Mike Steinbeisser, Adult/Disability Services Unit Manager gave an update of the MnCHOICES. Todd County is launching the MnCHOICES assessment for long term services and supports on August 20, 2014. This assessment is replacing the LTCC, DD Screening, and the PCA Assessment.

Lisa Chapin, Financial Support Services Unit Manager gave an update of the MNSure Program. The state of MN implemented the MNSure program effective 10/01/13, as part of the Affordable Care Act. Todd County currently has 482 open cases and 66 pending cases.

Jena Peterson, Administrative Services Unit Manager presented the 2nd Quarter HHS Financial Report. (Full reports on file in the Administration Office).

Jackie Och, HHS Director and Jena Peterson presented the Health & Human Services 2015 proposed budget.

Social Services Fund Warrants

On a motion by Neumann and second by Erickson the following motion was approved by unanimous vote: To recommend to the County Board the approval of all claims as presented on the Integrated and

Disbursements Audit List for the Board on record at the Social Service Office, Courthouse Annex, representing claims in the amount of \$99,615.36.

On a motion by Neumann and second by Erickson, the following motion was approved by unanimous vote: To recommend to the County Board the approval of all claims as presented on the Integrated and Disbursements Audit List for the Board on record at the Social Service Office, Courthouse Annex, representing claims in the amount of \$137,998.01.

Commissioner Kneisl adjourned the meeting for the month of July, 2014.

Commissioner Warrants

Vendor Name

V#8641	\$2,063.45
BRENNY FUNERAL HOME OF STAPLES, INC	\$3,500.00
DELL MARKETING L.P.	\$4,072.47
DHS - MSOP - MN SEX OFFENDER PROGRAM	\$6,900.60
DHS - SWIFT	\$22,074.59
V#12791	\$2,067.00
MORRISON COUNTY SOCIAL SERVICE	\$2,375.00
PERISH/ALAN	\$3,790.43
RURAL MN CEP IN	\$11,541.18
SHELLEY FUNERAL CHAPELS INC	\$3,500.00
PAYMENTS LESS THAN 2000	\$37,730.64
Final Total	\$99,615.36

CHAFFIN CONSTRUCTION & REMODELING	\$3,791.50
COMMUNITY & FAMILY SRVS LLC	\$7,779.20
DHS - SWIFT	\$23,541.62
#4453 FOSTER CARE PROVIDER	\$3,120.00
KINDRED FAMILY FOCUS	\$13,604.70
LAKELAND MENTAL HLTH CTR	\$6,253.00
MERIDIAN SERVICES INC	\$3,965.84
NORTHERN PINES MENTAL HLTH CTR	\$27,507.00
NORTHWOOD CHILDRENS SRVS	\$4,063.17
PARENT EDUCATION SRVS	\$2,164.50
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$3,587.52
PORT OF CROW WING GIRLS HOME	\$2,296.00
PRODUCTIVE ALTERNATIVE INC-FERGUS	\$3,312.19
TODD COUNTY DAC	\$8,148.40
PAYMENTS LESS THAN 2000	\$24,863.37
Final Total	\$137,998.01

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Introduce new staff	
Date of Meeting: August 26, 2014	Total time requested: 5 min
Department Requesting Action: HHS	
Presenting Board Action/Discussion at Meeting: Jackie Och	
Background <input type="checkbox"/> Supporting Documentation enclosed	
HHS Office Support -Tonya Danielson; Social Worker Intern - Jen Nelson; both started August 25, 2014	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
STATE OF MINNESOTA } COUNTY OF TODD }	
I, Denise Gaida, County Auditor-Treasurer, Todd County, Minnesota hereby certify that I have compared the foregoing copy of the proceedings of the County Board of said County with the original record thereof on file in the Administration Office of Todd County in Long Prairie, Minnesota as stated in the minutes of the proceedings of said board and that the same is a true and correct copy of said original record and of the whole thereof, and that said motion was duly passed by said board at said meeting. Witness my hand and seal:	
Seal	

Todd County, MN Board Action Form



Action Requested	
<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Approve Applying for Healthy Housing Grant	
Date of Meeting: June 24, 2014	Total time requested: 10 min
Department Requesting Action: HHS	
Presenting Board Action/Discussion at Meeting: Katherine Mackedanz	
Background <input checked="" type="checkbox"/> Supporting Documentation enclosed	
The Minnesota Department of Health has announced the availability of funds to implement the Healthy Housing grant. This three-year grant would implement primary prevention and outreach programs, provide training and technical assistance on mitigation and hazard assessment, identify hazards in homes that contribute to adverse health outcomes, and provide equipment and resources to remedy housing-based health threats. Grant activities will target high risk populations including: children under age of six, low income minority populations, child care providers, and elderly living alone. Grant activities will address at least one housing-based health threat including lead, asthma, radon, injuries/fall prevention, smoking, excessive moisture, pests, carbon monoxide, fire hazards, and private wells. If approved this grant would provide \$120,000 (\$40,000) per year for staffing to conduct healthy home assessments and to provide residents with equipment and supplies to remedy any health or safety concerns in the home.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input checked="" type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
To approve applying for the Healthy Housing Grant.	
Financial Implications: \$0	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

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Seal	

Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Northstar Care for Children	
Date of Meeting: 8-26-14	Total time requested: 10 min
Department Requesting Action: HHS	
Presenting Board Action/Discussion at Meeting: Jackie Och/Emily Steinert	
Background <input type="checkbox"/> Supporting Documentation enclosed	
The Department of Human Services is implementing a new program to equalize payments for foster care, relative custody assistance and subsidized adoptions for children entering permanency who are six years of age or older. Northstar Care for Children will begin effective January 1, 2015. This will require staff training for the use of a new assessment tool and payment calculations. Implementing the program will also change the placement reimbursement process to counties.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

Signatures	
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COUNTY OF TODD}	
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Todd County, MN Board Action Form



Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Todd County HHS Informational Booth at Todd County Fair	
Date of Meeting: August 26, 2014	Total time requested: 5 min
Department Requesting Action: HHS	
Presenting Board Action/Discussion at Meeting: Jackie Och	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Todd County Health & Human Services displayed an informational booth at the Todd County Fair. Information regarding our services was distributed to interested fair attendees.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

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 COUNTY OF TODD }

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Action Requested	
<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Information Item	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other
Board Action Tracking Number (Admin use):	

Title (for publication with the Agenda): Todd County HHS Open House	
Date of Meeting: August 26, 2014	Total time requested: 5 min
Department Requesting Action: HHS	
Presenting Board Action/Discussion at Meeting: Jackie Och	
Background <input type="checkbox"/> Supporting Documentation enclosed	
Todd County Health & Human Services will be hosting an "Open House" today, Tuesday, Aug 26, 2014 from 4:30 - 6:00 pm. All are welcome to attend a guided tour of the newly renovated public areas.	
Options <input type="checkbox"/> Supporting Documentation enclosed	
Recommendation <input type="checkbox"/> The Todd County Board of Commissioners approves the following by Motion:	
Financial Implications: \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Against
Motion:	<input type="checkbox"/> Kneisl	<input type="checkbox"/> Kneisl
Second:	<input type="checkbox"/> Kircher	<input type="checkbox"/> Kircher
<input type="checkbox"/> Passed	<input type="checkbox"/> Erickson	<input type="checkbox"/> Erickson
<input type="checkbox"/> Failed	<input type="checkbox"/> Neumann	<input type="checkbox"/> Neumann
<input type="checkbox"/> Tabled	<input type="checkbox"/> Becker	<input type="checkbox"/> Becker

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Seal

Commissioner Warrants

Vendor Name	Amount
CATHOLIC CHARITIES	\$19,861.20
CHAFFIN CONSTRUCTION & REMODELING	\$3,791.50
COMMUNITY & FAMILY SRVS LLC	\$6,329.86
DEPARTMENT OF CORRECTIONS	\$16,348.00
#4453 Foster Care Provider	\$2,418.00
HEARTLAND GIRLS RANCH	\$10,736.00
J & J HOLMES INC	\$2,985.34
KINDRED FAMILY FOCUS	\$14,531.47
MERIDIAN SERVICES INC	\$4,589.63
NEXUS INC - MILLE LACS ACADEMY	\$8,169.73
NORTHERN PINES MENTAL HLTH CTR	\$5,154.50
NORTHWOOD CHILDRENS SRVS	\$7,995.27
PINEHAVEN YOUTH AND FAMILY SRVS INC	\$12,776.73
PRODUCTIVE ALTERNATIVE INC-FERGUS	\$2,087.99
TODD COUNTY DAC	\$6,808.92
WEST CENTRAL REG JUVENILE CTR	\$6,416.66
Payments less than 2000	23,823.22
Final Total	154,824.02

DHS - ST PETER RTC - 472	\$12,989.00
DHS - SWIFT	\$6,095.23
FRESHWATER EDUCATION DISTRICT 6004	\$16,429.00
HORMEL FOODS BENEFIT SERVICES	\$3,024.02
INFORMATION SYSTEM CORP	\$9,500.00
ITEN FUNERAL HOME	\$4,150.00
KARVONEN & SON FUNERAL HOME	4,495.00
MORRISON COUNTY SOCIAL SERVICE	2,825.00
PERISH/ALAN	3,861.17
RURAL MN CEP INC	13,889.05
Payments Less than 2000	50,231.81
Final Total	\$127,489.28