

WRIGHT COUNTY HUMAN SERVICES BOARD

MINUTES

June 23, 2014

1:30 P.M. PLEDGE OF ALLEGIANCE.

The regular meeting of the Wright County Human Services Board was called to order at 1:32 P.M., Monday, June 23, 2014, by Chairperson Sawatzke.

MINUTES: Approval of Minutes of June 9, 2014.

Action: The Minutes were moved for approval by Daleiden, seconded by Husom. Motion carries unanimous.

AGENDA:

Action: The Agenda as amended was moved for approval by Daleiden, seconded by Potter. Addition by Goodrum Schwartz: Personnel, No. 2, Request to extended Personal leave. Motion carries unanimous.

ROLL CALL:

Members Present:

Christine Husom - District 1

Pat Sawatzke – District 2

Mark Daleiden – District 3

Michael Potter – District 4

Charlie Borrell – District 5

Staff Present:

Jami Goodrum Schwartz, Director

Michelle Miller, Social Services Manager

Richelle Kramer, Social Services Supervisor

Carol Schefers, Public Health Director

Joel Torkelson, Health Promotion Coordinator

Karen Popken, Child Support Supervisor

Diane Erkens, Social Services Supervisor

Kim Johnson, Financial Services Manager

Aggie Gunnerson, Secretary

New Staff Introduction:

G Lee Xiong, Social Worker in the Mental Health Unit, date of hire 6/23/14

ConnieMae Cooper, Technology Coordinator in the Fiscal/Technology Unit, date of hire 6/04/14

Renee Rutherford, Office Technician II in the Adult Services Unit, date of hire 6/23/14

Others Present:

Tamara Bigelow, Human Resource Director

CONSENT AGENDA

1. Social Services Payments Abstract – \$227,383.27

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

REGULAR AGENDA

ADMINISTRATIVE PAYMENTS:

Action: Motion by Daleiden, seconded by Borrell, to approve the Administrative Payments in the amount of \$70,756.07; 71 vendors, and 155 transactions, subject to audit. Motion carries unanimous.

PERSONNEL:

1. Karen Popken, Child Support Officer in the Child Support A-K Unit, has been promoted to Child Support Supervisor of the Child Support A-K Unit, effective 6/23/14.  
Goodrum Schwartz introduced Karen Popken as the new Child Support Supervisor. We now have a full complement of a Manager and four Supervisors in the Financial Services Division.
2. Request to extend Personal Leave from June 23, 2014 through July 3, 2014, and to work 4-6 hours per day.  
Tamara Bigelow said this is an additional leave request for an employee in Public Health, whose personal leave exhausted as of June 18, and is not able to work full-time. She is asking physician for additional documentation on duration and accommodations needed. We are asking for additional personal leave from June 23 through July 3. Potter asked if this is according to policy, and has this been extended before. Bigelow said this is the second extension for employee and is within policy.  
Action: Motion by Husom, seconded by Daleiden, to approve request as stated. Motion carries unanimous.

SOCIAL SERVICES/PUBLIC HEALTH/FINANCIAL SERVICES:

1. Active Living in the Community – from the SHIP Grant.  
Joel Torkelson gave update on Active Living strategy that he is working on. Torkelson said he is also working on the Health Food in the Community and Healthy Eating in our schools. This project is unique as we are working with three other counties – Sherburne, Stearns and Benton Counties. This group meets monthly. A couple of weeks ago, we presented at the Regional 7W Joint meeting with TAC and the Policy Board sharing about our work. We realized our four county SHIP effort is the same as Region 7W facilitated by MnDOT. Potter, who was at that meeting, said the presentation was well received, but not quite expected, and Joel did a great job on the presentation. Torkelson said he met with key MnDOT representatives in our region in April, to share with them what we are doing. We are working towards making our communities healthier, to make it easier for people to be active, whether biking to work or going for a run after work. We don't want to duplicate other efforts, which was one reason why we met with MnDOT. Torkelson said he met with Marc Mattice, from the Parks Dept., about the Greater MN Regional Parks and Trails Commission. The State is also working on a statewide bicycle plan that is accessible on their website. People can say where they like to bike, where they don't like to, and where they don't feel safe. We want to develop and create a regional advisory group that will help us make decisions throughout the life of this SHIP project and beyond. Their first meeting will be July 16, in St. Cloud. This advisory group will be made up from 15-20 representatives from the four counties, and will meet monthly. We hope to bring a consultant on board by this fall. The cost for a consultant will be \$60,000-\$80,000. A fact sheet has been developed which talks about terms, and blending community planning and Public Health. We hope to have a Draft Plan put together by this time next year. Region 7W entity will be a key partner in this effort. We are also incorporating a Fall Prevention Assessment related to the senior population as part of our work on this strategy. One of our strategies of the SHIP Grant is to work with the population over age 60. We have talked with Central MN Council on Aging to get their insight as to what they have done in the St. Cloud area, and apply some of those similar ideas and tactics here in Wright County for our seniors as it relates to Falls and Prevention. Potter thanked Torkelson for being at the table. The Met Council, MnDOT Metro, has already proposed that the MnPASS lane go into Albertville; they had done that a few years ago. No one is talking to one another and letting others know the plan. Torkelson said Sherburne County, like us, doesn't have a regional redevelopment commission like St. Cloud does. Potter said the Met Council – the Crow River is the line, they stay on eastern side of that. Torkelson said he welcomed Commissioners to be part of the advisory group. Potter asked Torkelson to send email on location of July 16<sup>th</sup> meeting.

Goodrum Schwartz mentioned tobacco compliance checks, and asked Torkelson to give stats. Torkelson said for the first time no business sold a traditional tobacco product to one of our underage checkers. We had three businesses that sold "electronic cigarettes" to underage checkers. Wright County had an overall compliance rate of 90%.

2. MnCHOICES Update.

Goodrum Schwartz said Richelle Kramer will present on MnCHOICES which was launched last week. Kramer said the MnCHOICES application is a new application the State has put into effect to help streamline the process of assessing people for long-term services to help keep them in their homes. The initiative was funded by the MN Legislature in 2009. The goal is to condense a number of different screening tools down to one general screening tool for everyone. The goal of the tool is to standardize assessments; use a person centered approach; provide greater consistency across the State; offer timely consideration of support options reimbursed through Medical Assistance long-term service programs; gather data to evaluate outcomes; streamline support plan development, and determine eligibility for publicly funded programs and services for all ages. The assessment process has State set timelines. The assessors in our Agency are made up of four social workers and two public health nurses. 128,799 assessments were completed in Minnesota in 2012. Future projections are: 143,000 assessment for 2015; 185,000 for 2020. In Wright County, 2,000 assessments are expected to be completed in 2014. Kramer said the goal is for each assessor to complete three assessments each week. For Wright County, 526 LTC consultation assessments were completed in 2012 – 16 assessments per worker per month. In 2013, there were 646 LTC assessment completed – 18 assessments/worker/month. So far in 2014, we have had 300 referrals. Sawatzke said numbers increased so dramatically, why did they start so low. Kramer said lower numbers were due to the way they were done. Currently, a team is doing all new referrals (in the past some were done in Adult Services, Developmental Disabilities and Public Health). Staff came into her unit in February, and assessments moved completely to her unit in April. Goodrum Schwartz said beginning in July would be a better time to look at this to measure going forward. Daleiden asked why do we have public health nurses and these other people doing assessments. Schefers said the State wanted this model; they wanted this type of unit doing assessments. Daleiden said why both Public Health and Mental Health doing assessments. Kramer said they can collaborate on their specific expertise to better work with this population. DHS wanted an interdisciplinary team to work together. Kramer reviewed how this process is being launched throughout the State as of November 2013 to December 2014. In January 2015, managed care organizations will come on. Goodrum Schwartz said the goal is to target what each person needs and cut costs while delivering services. Concern is available staffing to meet demand.

Goodrum Schwartz said we will probably come back quarterly to update on MnCHOICES. Borrell said after assessment is completed – where does it go. Kramer said the assessor runs through eligibility summary and based on how person answers questions, they find out what programs they are eligible for – assessor writes up plan for client to be as independent as possible – makes sure funding source is in place and services are identified - case moves on to a case manager. Goodrum Schwartz said the social worker/public health nurse inputs information into the new MnCHOICES tool. Kramer said the system is built on the SSIS platform and a lot of information in SSIS auto-populates into the MnCHOICES tool – when changes occur for that person the worker can update information. Miller said all assessments are done in the Intake & Assessment Unit. The large majority become ongoing cases for other social workers. We will look at increase to see where we are headed and speculate on what's causing the increase in referrals. Kramer said the “tool” is a great piece for education. Recently, a couple was assessed who had a lot of assets; they had been paying for a long term care policy and had no idea what it meant. The assessor told them to contact their insurance to access services. Commissioners thanked Kramer.

3. Fire Safety staff training event June 25, 2014, at Sturges Park.

Goodrum Schwartz said the Agency is having its third biannual all staff training/lunch. Staff have indicated they wanted to get together for more all staff meetings. It is a mandated training for fire safety; Tim Dahl will be the presenter, and possibly Steve Berg will do demo. Administration has mandated training on use of fire extinguisher for all staff in the County. Staff who have not signed up will have online training later. Training is about 20 minutes. This is a good time to get people from the two buildings together. Commissioners were invited to attend.

Action: Motion by Borrell, seconded by Daleiden, to authorize fire safety training event on June 25, 2014, at Sturges Park. Motion carries unanimous.

ADMINISTRATION:

1. Listening Session Update – June 12, in Montrose.  
Goodrum Schwartz said the Listening Session took place, and the sub-committee has summary of responses received. About 15 people came (some were Advisory Committee members). Forty-five surveys were received on-line. There was good input at the listening session. A lot of the issues were customer service based, and a lot were in the Income Maintenance area – getting call back, getting information timely. However, people would like electronic notices (this is outside our control, 90% of notices come from State and in paper). Husom and Borrell were present – both felt they received good feedback and information shared. Husom liked the way the coordinator ran the meeting. Borrell said he was impressed that both Goodrum Schwartz and Martens were present – for the people that came they got a lot out of it. Goodrum Schwartz said the Agency is in the process of combining cases - clients needing to see both a child care worker and a financial worker. We will work on what comes in on surveys. Overall, she felt this first session was successful. Potter said the first meeting will be slower, the subsequent ones more may show. Sawatzke said it is hard to get people to show up at events unless they are in the middle of an event.
  
2. Director's Comments.  
Goodrum Schwartz shared comments received from DHS Commissioner Lucinda Jesson. Minnesota's uninsured rate has gone down; enrollment in MA and MNCare grew at a rate of 20% from September to May; about 2,000 people. Daleiden said will this reduce our costs with emergency room visits, because these people that got insurance have high deductibles/co-pays, and still may not be able to go.

With our new EDMS system, in Human Services, we scan approximately 18,000 documents a month.

The next regular meeting will be held at 1:30 P.M., Monday, July 14, 2014, in the Commissioners Room, at the Wright County Government Center. Chairperson Sawatzke adjourned the meeting at 2:30 P.M.