PLEDGE OF ALLEGIANCE

The Wright County Health & Human Services Board met in regular session at 1:30 p.m. with Husom, Daleiden, Potter and Borrell present. Vetsch was absent.

STAFF PRESENT:
Jami Goodrum Schwartz, HHS Director
Christine Partlow, Business Manager
Jill Pooler, Social Services Manager
Kimberly Johnson, Financial Services Manager
Michelle Miller, Social Services Manager
Jill Nettestad, Social Worker
Robert Niehoff, Social Worker III/MHP
Eric Nagel, Wright County Community Action
Richard Lee, CMMHC Executive Director
Diane Erkens, Social Services Supervisor

I. MINUTES APPROVAL
ACTION: Daleiden moved, Husom second, to approve the January 13, 2020 minutes. Motion carried.

II. REVIEW AND APPROVAL OF AGENDA
Add two items (b) and (c) to the Consent Agenda:
   b. Approve Public Health Task Force (PHTF) Bylaws Amendment
   c. Approve Agreement for Data Sharing and Sharing of Resources Between Counties of Wright, Benton, Sherburne and Stearns for Family Home Visiting Services

Clarification on Borrell’s question on the PHTF Bylaws same-day (2/10/20) approval by the PHTF and by the HHS Board.
ACTION: Daleiden moved, Husom second, to approve the agenda as amended. Motion carried.

III. CONSENT AGENDA
   a. Social Services Supervisor Retreats for 2020 (February 10, May 11, August 10, November 9)
ACTION: Borrell moved, Daleiden second, to approve the consent agenda with the b & c additions. Motion carried.

IV. NEW HIRES

V. EMPLOYEE OF THE MONTH – MARCH 2020
   Jill Nettestad is the March Employee of the Month (EOM). The Board commended Nettestad’s collaborative work with Court Services on the Jail Program, acknowledging its significant pre-emptive role in community stabilization through providing resources such as job placements, housing and others.
RECOMMENDATION: HHS to work with Communications Specialist John Holler to issue a press release on the EOM, highlighting the Jail Program and how this program adds value to the community.

VI. REGULAR AGENDA
A. Social Services/Public Health/Financial Services

1. ACCEPT NEW APPLICANT & RESIGNATIONS FROM ADVISORY COMMITTEES
   a. HHSAC
      i. Resignation: Diana Skeen - District 1
   b. PHTF
      i. New Applicant
         1. Gregory Wise – District 5
      ii. Resignation
         1. Gretchen Frederick – District 2
         2. Kali Pichotta – District 5

   ACTION: Daleiden moved, Husom second, to accept the new PHTF applicant and the resignations respectively. Motion carried.

2. UPDATE: CENTRAL MN MENTAL HEALTH CENTER (CMMHC) RESTRUCTURE
   (CMMHC EXECUTIVE DIRECTOR RICHARD LEE)
   Dr. Richard Lee gave a review on the CMMHC governance restructure that was put in place two years ago. He indicated that they were working toward being fully staffed and gave a breakdown of the new Board make-up, with members representing different sectors. The CMMHC Board started a strategic planning initiative in August 2018, with the goal to be more intentional in engaging community agencies in the four counties.

CMMHC relocated from Midtown to its purchased building in Waite park. The Buffalo operation is steady although there was a lag in getting back to normal workloads due to a staffing replacement gap. The mental health bonding funding for the new treatment facility in Stearns County is pending, waiting for the State to fully execute the contract; anticipating a 13K square foot one story building on the property. The new center will potentially house a 15-bed detox services and five-bed residential crisis service, which currently is running at full capacity and increasing to at least ten beds.

Mental health reimbursement rates continue to be a challenge especially in psychiatric services with the available funding not covering the cost of service delivery.

CMMHC is anticipating approval for certification from the Department of Human Services on its application for the Planning Grant to become one of the three Certified Community Behavioral Health Clinic (CCBHC) expansion sites in Minnesota.

3. 2020 MENTAL HEALTH ADVISORY COUNCIL UNMET NEEDS REPORT
   (WCCA REPRESENTATIVE ERIC NAGEL)
   Nagel summarized the identified mental health needs for this year.

Potter asked HHS to bring back more information on the newly opened East Bethel Psychiatric Facility if it has room for expansion or if gets full upon operation.

   ACTION: Husom moved, Daleiden second, to accept the 2020 MHAC Unmet Needs Report. Motion carried.

4. INFORMATION: 2020-01-22 HHSAC MINUTES, DRAFT
   (JAMI GOODRUM SCHWARTZ)
Goodrum Schwartz highlighted the oversight role of the HHS Continuous Improvement Committee (CIC) to prepare for the new building, enumerating the first two questions rolled out to CIC staff for bounce back discussions.

5. REQUEST TO CANCEL FEBRUARY 24, 2020 HHS BOARD MEETING
(JAMI GOODRUM SCHWARTZ)
Typographical correction on the agenda.
ACTION: Husom moved, Borrell second, to cancel February 24, 2020 HHS Board meeting. Motion carried.

B. Administration
1. 2019 4th QUARTER FINANCIAL REPORT
(CHRISTINE PARTLOW)
HHS received the DHS audit findings for year-end of 2018– DHS found the correction action plan included in the audit to be satisfactory.

The 2019 budget resulted in the black, with $752K to the good; revenue of $28M exceeded the $27M expenditure.

The Income Maintenance Random Moment Study (IMRMS) revenue was at 98 percent of the budget over 90 percent expenditure. The percentage of the reimbursement increased from 51.1 percent to 52.9 percent for 2018 – remains on a steady track for 2019.

The Social Service Time Study (SSTS) is at 97 percent of the budget; there was a revenue drop of $300K due to the reduced State percentage of MnCHOICES allocation.

The Targeted Time Study (TCM) is at 92 percent of the budget.

The Waiver revenue for 2020 was reduced, basing it on actual staff hours to arrive at a realistic forecast. HHS is considering all measures to hit its waiver revenue target considering that some staff were allocated from waiver case management to MnCHOICES due to significant staff need.

The Public Health budget is at 102 percent. Out of Home Placement costs came in under budget and continues to look good. Part of this trend is related to the budget shift of foster care placements to Court Services.

Labor negotiation costs are high due to arbitrations in 2019. HHS was not billed any audit fees in 2019 – corrected data will reflect in 2020. A completely reconciled 2019 financial report is expected in May 2020.
ACTION: Daleiden moved, Borrell second, to accept the 2019 fourth quarter HHS financial report. Motion carried.

2. DIRECTOR'S COMMENTS
Distributed copies of staff appreciation comments for excellent work; copies of the current HHS organization chart; copies of letter of support for Central MN Mental Health Center application for DHS Age 0-5 Grant; copies of the child protection map report by zip code; Healthy Homes mini-grant handout.

The Fraud Prevention Investigation (FPI) contract with DHS was amended – granted $37,500 additional funds to expand fraud investigations in Human Services programs.
There is a possible grant increase in the Statewide Health Improvement Partnership (SHIP) funding - $50K to offset staff-time on Opioid work.

Social Services Manager Jill Pooler will facilitate the March 9 HHS Board meeting.

Public Health Director Sarah Grosshuesch gave an update on the development of the COVID-19 coronavirus. Borrell asked if there are planning measures against potential exposure to public health and social workers during home visits. Grosshuesch responded that the first responders are priority on medical supplies and that Wright County will follow the Continuity of Operations Planning Committee (COOP) and the Emergency Medical Services Advisory Council’s (EMAC) guidelines.

Goodrum Schwartz informed the Board of Ed Hanke’s passing. Hance was a long-time social worker in Wright County.

A community constituent from Albertville asked if HHS had shared with school districts Commissioner Vetsch’s suggestion from last month’s board meeting regarding truancy letters sent by schools to parents. The constituent stated that schools are forcing parents to seek medical services if children are sick to be excused from school. Goodrum Schwartz stated that it has not been brought to the schools yet but confirmed that HHS will share it at an upcoming Safe Schools later that week. Goodrum Schwartz, however, stressed that while HHS collaborates with schools on truancy issues, schools have independent policies from HHS, such as how schools handle their student absences and communication process. Borrell acknowledged the concern and called for a reasonable process on school truancy so that both the parents and the school system are fairly considered.

Daleiden asked on the Supplemental Nutrition Assistance Program (SNAP) benchmark status as to what constitutes 24-hour notice versus one day notice – no confirmation yet from DHS.

**ACTION:** Potter requested [every department] a list of staff who are serving on a board that takes them away from county duties (excluding training, local committees)

The Crisis Nursery program transition is still under discussion. The public may direct calls to HHS general intake at this time.

The meeting adjourned at 3:41 p.m.

Respectfully submitted by Noami Blomberg, Administrative Specialist