



## BOARD MINUTES

### WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

January 11, 2021

Christine Husom,	District 1
Darek Vetsch,	District 2
Mark Daleiden,	District 3
Mary Wetter,	District 4
Michael Kaczmarek,	District 5

DATE APPROVED: February 8, 2021

#### I. PLEDGE OF ALLEGIANCE

Wright County Health & Human Services Director Goodrum Schwartz called the Board to order at 1:30 p.m. and opened nominations for the 2021 HHS Board Chair. Commissioners Husom, Vetsch, Daleiden, Wetter and Kaczmarek were present.

#### STAFF PRESENT:

Christine Partlow, Business Manager  
Elizabeth Moeller, Office Technician II  
Frank Petitta, Audio/Visual Technician  
Gregory Wise, Health Promotion Coordinator (remote)  
James O'Dell, Technology Supervisor  
Jami Goodrum Schwartz, Director  
Jill Pooler, Social Services Manager  
Jon Young, Public Health Supervisor (remote)  
Julie Bemboom, Social Services Supervisor (remote)  
Kyler Gilmore, Social Worker (remote)  
Lee Kelly, County Administrator (remote)  
Mason Coaty, Information Systems Specialist  
Michelle Miller, Social Services Manager  
Noami Blomberg, Administrative Specialist  
Sarah Grosshuesch, Public Health Director  
Schawn Johnson, HR Director (remote)  
Stephanie-Bridgette Wiley, Financial Services Supervisor  
Tammi Martens, Financial Services Supervisor (remote)  
Terri Aarvig, Case Aide (remote)

#### II. 2021 HHS BOARD REORGANIZATION

##### *ELECTION OF OFFICERS*

**ACTION:** Daleiden moved, Husom second, to nominate Vetsch as Chair. Unanimous vote casted for Vetsch – motion carried 5-0. Vetsch presided the meeting.

**ACTION:** Daleiden moved, Husom second, to nominate Kaczmarek as Vice Chair. Unanimous vote casted for Kaczmarek – motion carried 5-0.

**ACTION:** Daleiden moved, Kaczmarek second, to nominate Husom as Secretary. Unanimous vote casted for Husom – motion carried 5-0.

##### *SETTING OF MEETING DATES FOR 2021*

The 2021 HHS Board meetings are scheduled every second and fourth Monday of the month, 1:30 p.m. Consensus to leave the second Monday as scheduled, subject to cancellation, with board approval.

**ACTION:** Daleiden moved, Kaczmarek second, to approve the 2021 HHS Board meetings as presented. Motion carried 5-0.

2021 Board Meeting Dates:

January 25	April 12	June 28	September 13	November 22
February 8	April 26	July 12	September 27	December 13
February 22	May 10	July 26	October 11	December 27
March 8	May 24	August 9	October 25	January 10, 2022
March 22	June 14	August 23	November 8	

### COMMITTEE APPOINTMENTS

Vetsch presented the existing committees for 2021 reappointments. Goodrum Schwartz proposed to remove the *Central MN Visiting Coalition* from the presented list as it is a two-year term represented by Daleiden, who was just appointed last year. She also pointed out that the Youth Partnership Council, approved by the Board on January 13, 2020, will need Board representation when the council is formed and convened. Kaczmarek requested that the Board be provided a complete listing of all committee appointments including venue, dates, frequency and other applicable information.

**ACTION:** Daleiden moved, Wetter second, to approve the 2021 reappointments, striking the *Central MN Visiting Coalition* from the list. Motion carried 5-0.

<b>COMMITTEE</b>	<b>2021 APPOINTMENTS</b>
<b>Central MN Council on Aging (3-Year Term)</b>	Wetter
<b>Local Emergency Medical Systems Council</b>	Kaczmarek
<b>Inter-agency Early Intervention Committee</b>	Wetter
Human Services Advisory Committee	Husom
Mental Health Advisory Council	Daleiden
Public Health Task Force	Daleiden
<b>Emergency Management/Public Health Emergency Preparedness (EM/PHEP) Workgroup Advisory Council (previously Emergency Preparedness Committee)</b>	Vetsch
<b>Truancy Task Force</b>	Vetsch
<b>State Community Health Services Advisory Committee appointment and alternate</b>	Husom; Sarah Grosshuesch (alternate)
<b>CommUNITY Adult Mental Health Initiative</b>	Jami Goodrum Schwartz; Jill Pooler (alternate)
<del><b>Central MN Home Visiting Coalition</b></del>	(Daleiden) Not due for appointment this year

### III. MINUTES APPROVAL

**ACTION:** Husom moved, Daleiden second, to approve the December 14, 2020 minutes. Motion carried 5-0.

### IV. REVIEW AND APPROVAL OF AGENDA

**ACTION:** Daleiden moved, Husom second, to approve the agenda. Motion carried 5-0.

### V. CONSENT AGENDA

#### a. APPROVE ADVISORY COMMITTEE REAPPOINTMENT FOR JANUARY – JUNE 2021:

- HHS Advisory Committee
  - Tammi Dahlman (District 5)
- Mental Health Advisory Council

- Eric Nagel (District 1)
  - Public Health Task Force
    - Sue Eull (District 3)
    - Marlene Kittock (District 5)
    - Darlene Lind (District 5)
    - Dave Nelson (District 2)
    - Tony Onnen (District 5)
    - Jennifer Ray-Mader (District 5)
  - b. ACCEPT ADVISORY COMMITTEE APPLICATION AND RESIGNATION
    - HHS Advisory Committee
      - New Application: Katie Koopmeiners (District 1)
    - Public Health Task Force
      - New Application: Mona Volden (District 1)
      - Resignation: Gregory Wise (District 5), Kelsie Quast (District 1)
  - c. APPROVE REQUEST TO CANCEL 2021-01-25 HHS BOARD MEETING
- ACTION:** Husom moved, Daleiden second, to approve the consent agenda. Motion carried 5-0.

**VI. NEW HIRE**

- a. Gregory Wise, Health Promotion Coordinator, Health Promotion Team, December 21, 2020
- b. Kyler Gilmore, Social Worker, Child Protection (CP1) Team, December 29, 2020
- c. Elizabeth Moeller, Office Technician II, Adult, Family Financial Services & OT Team, December 28, 2020

**VII. EMPLOYEE OF THE MONTH – FEBRUARY**

Terri Aarvig is the February Employee of the Month.

**VIII. REGULAR AGENDA**

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

- 1. APPROVE RESOLUTION HHS 21-01 HHS BUDGET 2021  
**ACTION:** Daleiden moved, Husom second, to approve resolution HHS 21-01. Motion carried 5-0 via roll call vote.

- 2. COVID 19 VACCINATION AND UPDATE  
(SARAH GROSSHUESCH)

From last month’s vaccination update to the Board, Grosshuesch reported that Public Health is currently working on Phase 1a (health care personnel and long-term care and congregate settings) of the vaccine implementation. Hospital partners as well as the Federal Pharmacy Partnership for Long-Term Care (LTC) Program (FPPP) administered the Pfizer vaccine while the local pharmacies are covering the assisted living facilities used Moderna.

HHS received doses of the vaccine just prior to January 1<sup>st</sup> and Public Health facilitated clinics beginning the week of January 4<sup>th</sup>, with vaccinations going to public health staff and 160 Emergency Medical Service (EMS) personnel; any remaining EMS, law enforcement and other health care workers to be completed this week before moving to other groups. Vaccine allotments are dependent on vaccine availability and due to State guideline changes.

Grosshuesch reported that an estimated 90 percent of vaccination in skilled nursing facilities is complete; hospitals in the county are also reporting that their vaccinations are either complete or close to completion.

Availability of the vaccine and changing vaccination population priorities will add complexity to implementation and tracking control Grosshuesch acknowledged. The Minnesota Department of Health website provides a complete record of aggregated vaccination activities statewide.

There are two variants of concern originating in the UK and South Africa. The UK variant was reportedly found in some Minnesota samples in mid-December.

3. INFORMATION: 2019 ANNUAL REPORT, MISSION, STRATEGIC IMPERATIVES (JAMI GOODRUM SCHWARTZ)

Goodrum Schwartz provided an updated version of the 2019 HHS Annual Report, Page 6 – Cost Report. Wright County maintained its rank as fourth county statewide to have lowest per-capita cost. Goodrum Schwartz also highlighted HHS performance on state program standards.

Goodrum Schwartz reiterated the HHS Strategic Imperatives, which are aligned to the County's Value Streams, especially in the health and wellness area.

**B. DIRECTOR COMMENTS**

Goodrum Schwartz sought the Board's preference on the reporting frequency of financial activities to promote transparency.

CONSENSUS: HHS will continue to provide quarterly financial reports to the Board.

Goodrum Schwartz informed the two new commissioners their option to join the bi-monthly manager meetings for Q&A.

Highlighted HHS' 2020 accomplishments.

- The Electronic Document Management System (EDMS) went live in January
- Rolled out an online scheduling system with Acuity
- Electronic signatures for invoices and contracts
- Expanded use of bulk scanners
- Contact Center underway; target date by end of March this year
- Converted all county phones to First Net

Enumerated grants received:

- Drug-Free Communities - \$125K per year for five years
- Blue Cross Blue Shield for Dental Coordinator - \$100K
- UCare for Dental Clinic Design - \$100K
- MDH COVID fund for Public Health administrative cost - \$147K
- CAMHI/Jail Program - \$70K
- Influenza Vaccine Project - \$34K
- Child Welfare Opiate Program – almost \$50K
- STAY Big Idea - \$60K for two years

Goodrum Schwartz confirmed that the allotted 48 teleworking slots will be filled prior to moving to the new building. Currently, approximately 85 percent of the HHS workforce is working from home which was made possible due to program-rule exemptions provided by the State and the courts. Public Health and Fiscal, Technology and Support have higher staff numbers in-house. Vetsch, however, does not anticipate that the current arrangement will continue long term. Goodrum Schwartz also stressed that her goal is to bring back as many staff as possible to be available to the public, reiterating that HHS' space in the new government center was planned in consideration of the number of in-house staff and the 48 teleworkers.

Meeting adjourned at 2:58 p.m.

Minutes submitted by Naomi Blomberg, Administrative Specialist