



BOARD MINUTES

WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

July 11 2022

DATE APPROVED: August 8, 2022

Christine Husom,	District 1
Darek Vetsch,	District 2
Mark Daleiden,	District 3
Mary Wetter,	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 Husom, Vetsch, Wetter and Kaczmarek present. Daleiden joined at 1:35 p.m.

STAFF PRESENT:

Alexis Tazelaar, Social Worker
Andrea Bixby, Eligibility Specialist
Christine Treichler, Social Services Supervisor
Courtney Krueger, Eligibility Specialist
Diane Erkens, Social Services Supervisor
Eleanor Vanasse, Public Health Nurse
Elizabeth Pikus, Child Support Officer
James O'Dell, Technology Supervisor
Jami Goodrum, Director
Jasmine Keith, Eligibility Specialist
Jessica Nelson, Social Services Supervisor
Jill Pooler, Social Services Manager
Jon Young, Public Health Supervisor
Joshuah Kwolik, ECM Business Process Analyst
Karen Popken, Child Support Supervisor
Keith Bennett, Health Promotion Coordinator
Kimberly Johnson, Financial Services Manager
Kristy Cariveau, Assistant County Attorney
Michelle Czech, Financial Services Supervisor
Michelle Miller, Social Services Manager
Noami Blomberg, Administrative Specialist
Rebecca Graham, Public Health Nurse
Roseanne Duran, Child Support Officer
Samantha Isensee, Social Worker
Sarah Grosshuesch, Public Health Director
Stephanie Wiley, Financial Services Supervisor

OTHER:

Joycelyn Alexander
Carol McNaughton-Commers, AmeriCorps Seniors
Jennifer Wucherer, AmeriCorps Seniors

II. MINUTES APPROVAL

ACTION: Husom moved, Vetsch second, to approve the 2022-06-13 minutes. Motion carried 4-0.

III. REVIEW AND APPROVAL OF AGENDA

ACTION: Husom moved, Wetter second, to approve the agenda. Motion carried 4-0.

IV. CONSENT AGENDA

A. ACCEPT HHS ADVISORY COMMITTEE APPLICATION

1. Joycelyn Alexander – District 3

B. APPROVE REQUEST TO CANCEL 2022-07-25 HHS BOARD MEETING

ACTION: Vetsch moved, Husom second to approve the consent agenda. Motion carried 4-0.

V. **REGULAR AGENDA**

A. **Staffing Announcement**

1. New Hire

- i. Elizabeth Pikus, Child Support Officer, Child Support Team – 2022-06-27
- ii. Samantha Isensee, Social Worker, Intake & Investigation Team – 2022-06-27
- iii. Courtney Krueger, Eligibility Specialist, Family & Adult Benefits Team – 2022-06-27
- iv. Kerry Koch, Eligibility Specialist, Economic Engagement & Coordination Services Team – 2022-27-22
- v. Jasmine Keith, Eligibility Specialist, Economic Engagement & Coordination Services Team – 2022-07-05
- vi. Alexis Tazelaar, Social Worker, Assessment Services Team, Assessment Services Team – 2022-07-11

2. Employee of the Month – July & August

Roseanne Duran is July Employee of the Month.

Andrea Bixby is August Employee of the Month.

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

1. APPROVE RESOLUTION HHS 22-05 – JUNE DONATION

ACTION: Daleiden moved, Vetsch second, to approve Resolution HHS 22-05. Motion carried 5-0 via roll call vote.

2. UPDATE: [AMERICORPS SENIORS RSVP PROGRAM](#)

(RSVP PROGRAM DIRECTOR JENNIFER WUCHERER, RSVP PROGRAM COORDINATOR CAROL MCNAUGHTON-COMMERS)

Wucherer outlined the RSVP Seniors Program and its impact on services in the four-county region. The program expanded to Wright County in April 2021, currently with 44 Wright County volunteers and 30 more coming from other county areas serving Wright County in multiple sectors. Overall, RSVP Seniors has 823 active volunteers, partnering with 15 organizations in the region.

Wucherer sought County support for Wright County's second year grant funding – \$7,348 – a ten percent local match required to receive the \$75K annual federal funding. The RSVP Seniors Program has a projected \$448,937K budget for 2023. Wucherer will submit an electronic request for the local match funding. HHS is working with RSVP for a transportation coordinator and a lobby concierge.

3. APPROVE AMENDED [FUEL & TRANSPORTATION FUNDS POLICY & PROCEDURE](#)
(JAMI GOODRUM, MICHELLE MILLER)

HHS requested Board approval to extend eligibility for Agency-purchased fuel cards to categories: Family Assessment Response Fund, Opioid Response Fund, STAY fund; and to increase fuel card limits from \$50 to \$100 per client per month, not to exceed \$500 per calendar year.

ACTION: Daleiden moved, Husom second, to approve the Fuel & Transportations Tokens Policy and Procedure as amended. Motion carried 5-0.

4. APPROVE REQUEST TO CREATE OPIOID SETTLEMENT ADVISORY COUNCIL

(SARAH GROSSHUESH, REBECCA GRAHAM, ELEANOR VANASSE)

Vanasse and Graham outlined the timeline of events in anticipation of the opioid settlement dollars to counties.

Grosshuesch requested Board approval to set up Wright County Health & Human Services (WCHHS) as the receiver of opioid funds. WCHHS already works with Minnesota DHS in many grant scenarios. In support, Kristy Cariveau, Assistant County Attorney, said that WCHHS best fits as the designee since it already functions as a chief strategist to public health funds and program grants.

ACTION: Vetsch moved, Wetter second, to approve set-up of a Special Revenue Fund for the opioid settlement. Kaczmarek brought the motion for discussion: Kaczmarek would like to hear from Finance if there is a need to consider a “parking fund” for the money for record-keeping purposes, to which Vetsch countered that it makes no difference where the fund sits since Central Finance still receives the report from whichever department manages the fund, suggesting to move forward with the set-up to fast-track the receipt of the settlement funds. Discussion closed, bringing the motion to a vote. Motion carried 5-0.

Grosshuesch also requested Board approval to create the Opioid Settlement Advisory Council, which is set to open its applications to the public and sector representatives in August, anticipating to hold its first [public] meeting in September and develop a Request for Proposal (RFP) for entities who are interested to apply for opioid settlement dollars. RFPs will be released to partners and the public in December to January 2023. The approved applicant names will be submitted to the Board in August for acceptance. The committee is ideally capped at 25 members and will be reevaluated as needed.

ACTION: Daleiden moved, Husom second, to form the Opioid Settlement Advisory Council. Motion carried 5-0.

Questions may be submitted to Opioids@co.wright.mn.us

Commissioner Vetsch left at 2:30 p.m.

C. Administration

1. DIRECTOR’S COMMENTS

Handout – letter of support for the Bame Foundation for the Dental Center.

Five recipients, out of 20 applicants, were awarded from the Wright County State Health Improvement Partnership (SHIP) Request for Proposals on Community Wellbeing grant.

The Wright County Environmental Workgroup met with P&Z and HHS, discussing the scope and goals of environmental health services to address primary responsibilities on environmental concerns, and will bring to the Board its three recommendations – one of which the Board will discuss at the Personnel Committee or the Committee of the Whole:

- Streamline environmental process by July 1, 2023
- WCPH will be an MDH-delegated entity by 2027
- Utilize existing funds to hire 1FTE Public Health staff in October 1, 2022, pending Board approval

CONSENSUS: Discuss the 1 FTE hire at an upcoming Personnel Committee

With the recent staff resignation in P&Z water-testing facilities, Wright County Public Health is taking on water-testing duties potentially starting tomorrow versus the agreed takeover in 2023.

Question on the \$70K excess from the SHIP grant – this will get carried over to next year's budget.

Goodrum applauded the County's initiative on flexibility for employee retention and continuity, however, voiced her concern how this impacts the Agency's telework program, asking the Board to take this into consideration during planning. She recognized the value in having high quality staff in the office, while also acknowledging that the telework program reduces the need for new staff since the teleworkers carry a 20 percent increased caseload. HHS allocated 48 spots for the telework program.

Meeting adjourned 2:52 p.m.

Submitted by Naomi Blomberg, Administrative Specialist