



BOARD MINUTES

WRIGHT COUNTY HEALTH & HUMAN SERVICES BOARD

August 8, 2022

DATE APPROVED: September 12, 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, Daleiden, Wetter and Kaczmarek present.

STAFF PRESENT:

Jill Pooler, Social Services Manager
Kimberly Johnson, Financial Services Manager
Michelle Miller, Social Services Manager
Sarah Grosshuesch, Public Health Director
Christine Partlow, Business Manager
Tammi Martens, Financial Services Supervisor
Shalon Cozzi, Eligibility Specialist
Clay Wilfahrt, Assistant County Coordinator
Pamela Giordano, Eligibility Specialist
Joshuah Kwolik, ECM Business Process Analyst
Karen Popken, Child Support Supervisor
Noami Blomberg, Administrative Specialist
Rebecca Graham, Public Health Nurse
Racheal Nelson, Health Promotion Coordinator
Kelsey Collier, Public Health Supervisor
Jon Young, Public Health Supervisor
Greg Wise, Health Promotion Coordinator
Roseanne Duran, Child Support Officer
Misha Simons, Child Support Officer
Jessica Baker, Child Support Officer

II. MINUTES APPROVAL

ACTION: Husom moved, Vetsch second, to approve 2022-07-11 minutes. Motion carried

III. REVIEW AND APPROVAL OF AGENDA

ACTION: Vetsch moved, Wetter second, to approve the agenda. Motion carried.

IV. CONSENT AGENDA

- A. REFER TO PERSONNEL COMMITTEE TO DISCUSS ENVIRONMENTAL HEALTH SPECIALIST POSITION
- B. ACCEPT MENTAL HEALTH ADVISORY COUNCIL RESIGNATION
 - 1. Tina Sklors – District 3
- C. APPROVE REQUEST TO CANCEL 2022-08-22 HHS BOARD MEETING

ACTION: On Kaczmarek's proposal to remove *Item A* for discussion and approve the remaining items, Wetter moved, Husom second, to approve the agenda as proposed. Motion carried.

Discussion: Item A, Refer to Personnel Committee to Discuss Environmental Health Specialist Position: Kaczmarek asked whether it would be appropriate to address this position request during budget discussion, considering that the 2023 Budget proposals were already finalized, questioning how the position-shift from Planning & Zoning (P&Z) to HHS potentially affects P&Z. This position partially fills a vacant .5FT HHS position and a new .5FT position request, equivalent to 1FT. Per agreement, P&Z receives \$47K from the HHS budget to carry out required environmental health services on behalf of Public Health.

Grosshuesch, anticipating to address this during budget session, however, pointed out the immediate need as Public Health personnel are currently assuming the P&Z responsibilities after the recent resignation in P&Z.

Vetsch proposed to add this item to Monday's, 2022-08-15, Committee of the Whole (COTW) agenda.

ACTION: Daleiden moved, Vetsch second, to discuss *Item A* at the 2022-08-15 COTW. Motion carried.

V. REGULAR AGENDA

A. Staffing Announcement

1. New Hire
 - i. Shalon Cozzi, Eligibility Specialist, Family & Adult Benefits Team – 2022-07-18
 - ii. Pamela Giordano, Eligibility Specialist, Economic Engagement Coordination Operations Teams – 2022-08-01
2. Employee of the Month – September
Racheal Bratz is September Employee of the Month.

B. Social Services/Public Health/Financial Service

1. [FRAUD PRESENTATION](#)
(KIM JOHNSON)
Johnson outlined the scope and funding source of Financial Assistance Fraud Prevention and Fraud Control. In 2020, Wright County received 150 fraud referrals, and 178 in 2021. At this point in 2022, the number of referrals received have already reached the level in all of 2021.

Visit the county website, [Fraud Investigation](#), for information on how to report fraud.
2. REPORT-BACK: [JULY 17-22 DRUG-FREE COMMUNITIES TRAINING](#), ORLANDO, FL
(REBECCA GRAHAM, RACHEL NELSON)
Graham and Nelson elaborated on their experience and takeaways from the training. Upon return, they initiated contact with Sheriff's and Taxpayers Services to explore ways to enhance alcohol compliance check and prevention processes, educating retailers and engaging youths.
3. REPORT-BACK: [JULY 19-21 NATIONAL ASSOCIATION OF COUNTY AND CITY HEALTH OFFICIALS \(NACCHO\) CONFERENCE](#), ATLANTA, GA
(KELSEY COLLIER, GREG WISE)
Collier reported on strategic planning, networking and health equity topics that she attended, while Wise reported on the Dental Center presentation he made at the conference, attracting "impressive" participation in Q&A session with other organizations. Wise learned during the conference that limited access to dental services for clients on Medical Assistance is a nationwide challenge.
4. INFORMATION: [2022-07-27 HHS ADVISORY MEETING MINUTES](#)
(~~JAMI GOODRUM~~ Jill Pooler)
Pooler provided highlights on meeting discussion.

C. Administration

1. 2022 2nd QUARTER FINANCIAL REPORT (CHRISTINE PARTLOW)

The budget is at 50 percent of the year, with revenues at 47 percent, expenditures at 45 percent.

Highlights:

- Line 6220 – Software or Systems Support
- Line 6201 – Services and Charges (Admin)
- Line 5364 – North Start Foster Care
- Line 6801 – Miscellaneous Charges

Kaczmarek raised concern that Thursday submission of the Agenda leaves a very short time-frame for review before the following Monday's Board meeting, requesting to meet with Partlow to review the report ahead of time. One of his unresolved questions is the lobby space reimbursement. Facilities is looking into it and will update HHS for clarity. He asked for Board consensus to finalize and approve the second quarter report at the next meeting. Vetsch clarified that since the report is fluid and can change anytime, and that reporting is only for transparency purposes, the Board only needs to accept the report at reporting time.

ACTION: Daleiden moved, Vetsch second, to accept the second quarter financial report. Motion carried.

Partlow reported trends of the following:

- [Income Maintenance Random Moment Time Study \(IMRMS\)](#)
- [Social Service Time Study \(SSTS\)](#)
- [Targeted Case Management \(TCM\) Revenue](#)
- [Waiver Revenue](#)
- [Public Health Revenue](#)
- [Out of Home \(OHP\) Placement Expenditure](#)

2. DIRECTOR'S COMMENTS

August is Child Support Awareness Month.

ACTION: Daleiden moved, Husom second, to adopt Governor Walz' proclamation: *August as Child Support Awareness Month*. Motion carried via roll call vote.

Child Support Supervisor Karen Popken gave a presentation on Wright County's performance in recognition of her team's success.

Financial Services Manager Kim Johnson gave an update on the [2021-01-27 Point in Time Survey](#) provided by the Continuum of Care (COC) Program, with COC reporting seven homeless individuals for Wright County. Johnson said that the Wright County data is likely underreported due to many factors – this survey is randomly performed one day only every January [coldest season in MN], homeless population tend to not participate in homelessness wait list, and more. Also, in question is the accessibility of long-term homeless apartments in Wright County.

DHS issued a notice of Performance Improvement Plan (PIP) requirement for the *Percent of Children Discharged from Out-of-Home Placement to Permanency in Less than 12 Months*, scoring 31.51 percent over the 40.50 percent threshold. Social Services Manager Michelle Miller stressed that *Permanency* is a collective initiative involving the bench, county attorney, parents, guardian ad litem – already met with staff and partners [and tomorrow with Judge Kari Willis] on perspectives and made recommendations to improve this measure.

New legislation took effect August 1, 2022 in the Adult Protective Services area, with most significant changes affecting initial report screening decisions. While the new legislation's emphasis on dedicating more time toward offering support services is a positive approach, counties will see increase in screened-in reports for Assessment Services, potentially impacting staff capacity.

Meeting adjourned 2:52 p.m.

Submitted by Naomi Blomberg, Administrative Specialist