



AGENDA

PINE COUNTY BOARD REGULAR MEETING

District 1	Commissioner Hallan
District 2	Commissioner Mohr
District 3	Commissioner Chaffee
District 4	Commissioner Mikrot
District 5	Commissioner Ludwig

Wednesday, December 6, 2017, 10:00 a.m.
Board Room, Pine County Courthouse
Pine City, Minnesota

- A) Call meeting to order
- B) Pledge of Allegiance
- C) Public Forum. Members of the public are invited to speak. After being recognized by the Chair, each speaker should state his/her name and limit comments to three (3) minutes.
- D) Adopt Agenda
- E) Approve Minutes of November 21, 2017 County Board Meeting and Summary for publication.
- F) Minutes of Boards, Reports and Correspondence
 - Pine County Land Surveyor Monthly Report – November 2017
 - Pine County Chemical Health Coalition Minutes – November 13, 2017
- G) Approve Consent Items

CONSENT AGENDA

The consent agenda is voted on without any discussion. Any commissioner may request an item be removed and added to the regular agenda.

1. **November, 2017 Disbursements**
Disbursements Journal Report November 1, 2017 – November 30, 2017.
2. **Revised Federal Award Procurement and Conflict of Interest Policy**
Consider approval of the Revised Federal Award Procurement and Conflict of Interest Policy.
3. **Agreement Between Health & Human Services and Therapeutic Services Agency (TSA) for Clinical and Reflective Practice Supervision**
Consider approval of the Agreement between Health & Human Services and Therapeutic Services Agency (TSA) to provide required clinical supervision to children's mental health case managers, public health nurses, and extend the service to child protection social workers. The term of this

contract is January 1, 2018 through December 31, 2018. The total cost would be \$14,400 for 2018, with \$8,640 reimbursed by grants, leaving \$5,760 as an expense to Health & Human Services. Authorize Board Chair to sign.

4. **Agreement between Health & Human Services and Arrowhead Economic Opportunity Agency, Inc. (AEOA)**

Consider approval of the Agreement between Health & Human Services and Arrowhead Economic Opportunity Agency, Inc. (AEOA) for transportation, for the period of December 1, 2017 through December 31, 2018. AEOA would be reimbursed at the IRS mileage rate plus an administrative fee of 38 cents per mile for social service trips provided by AEOA and authorized by Health & Human Services. Authorize Board Chair and County Administrator to sign.

5. **Contract Between State of Minnesota and Health & Human Services – Minnesota Family Investment Program (MFIP) & Work Diversionary Work Program**

Consider approval of a contract between the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities (MnSCU), on behalf of Pine Technical and Community College Employment and Training Center and Pine County Health & Human Service. This contract allows PTCC Employment and Training Center to continue to deliver employment searching and training to participants who qualify. Health & Human Services is reimbursed from the State for billed services. This contract is effective January 1, 2018 through December 31, 2019. The amount to MnSCU shall not exceed a grand total of \$361,670 per contract year. Authorize Board Chair and County Administrator to sign.

6. **Contract Between State of Minnesota and Health & Human Services – Supplemental Nutrition Assistance Program (SNAP)**

Consider approval of a contract between the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Pine Technical and Community College Employment and Training Center and Pine County Health & Human Service, to provide employment and training services to participants of the Supplemental Nutrition Assistance Program (SNAP). The contract will reimburse Pine Technical and Community College for expenses up to \$9,040. The contract is in effect from October 1, 2017 through September 30, 2018. Authorize Board Chair and County Administrator to sign.

7. **Renewal of State Health Improvement Partnership Agreement**

Consider approval of the State Health Improvement Partnership Agreement and Business Associate Agreement. Pine County Public Health will receive \$62,250 from the grant agreement from November 1, 2017 to October 31, 2018 to work on state health improvement strategies. Authorize Board Chair to sign.

8. **Central Minnesota Health Care Preparedness Coalition**

Authorize Pine County to participate in the Central Minnesota Health Care Preparedness Coalition.

9. **Nightingale Notes Application Subscription Agreement -- Champ Software, Inc.**

Approve the Agreement between Champ Software, Inc. and Pine County Public Health for the Nightingale Notes Subscription. Pine County Public Health pays a yearly fee to use Nightingale Notes of \$8,121. Authorize Board Chair to sign.

10. Central Minnesota Emergency Medical Services Region Advisory Committee

Approve reappointment of: Marge Fagerstrom as a committee member, and JoAnn Gray as an alternate committee member, to the Central Minnesota Emergency Medical Services Region Advisory Committee for a two-year term, January 1, 2018-December 31, 2019. Marge and JoAnn are agreeable to the reappointment.

11. Police Officer Declaration - PERA

Consider approval of Resolution 2017-60 for the Public Employees Retirement Association Police Officer Declaration for part-time deputy sheriff Zachary Bettschen. This Resolution/Declaration indicates he has met all of the requirements of the Police and Fire Plan membership requirements from his date of hire. Authorize Board Chair to sign Resolutions.

12. Completion of Probationary Status

Consider approval of regular employment status to Social Worker Jessica Zirbes, effective November 24, 2017.

13. Training

Authorize County Engineer Mark LeBrun to attend the 73rd Annual MN County Engineers Conference at Cragun's Resort, January 16-18, 2018, in Brainerd. Registration: \$190, Lodging and Meals: \$664. Total cost: \$854. Funds are available in the 2018 Highway Department budget.

REGULAR AGENDA

1. Technology Committee Report

Consider approval of a five-year contract with Revize as the vendor for the redesign of the Pine County website. This contract also includes training for staff. Total cost is \$9,900 plus \$1,900 per year for maintenance. Authorize Board Chair to sign.

2. Health & Human Services Committee Report

The Health & Human Services Committee met November 21, 2017 and made the following recommendations: (Minutes Attached):

- A. Meeting length and frequency: it was the consensus of the Committee to keep the meetings to quarterly but to start 30 minutes earlier, at 8:30 a.m. rather than 9:00 a.m.
- B. Health Equity: The consensus of the committee was to finalize the committee structure/bylaws and bring to the county board for approval at the December 19, 2017 county board meeting.

Other items for information only.

3. Facilities Committee Report

The Pine County Facilities Committee will meet at 9:00 a.m. on December 6, 2017. Minutes will be provided at the December 19, 2017 county board meeting.

4. Introduction of Corrections Agent Michelle Sellner

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5. Aerial Photography Purchase

Consider authorizing the County Board Chair to sign the Order Form with Pictometry International Corp. for aerial photos. Photos to be taken in the Spring 2018 under the Minnesota Counties Computer Cooperative purchasing agreement. The total cost of one flight is \$161,360.75.

6. **Commissioner Updates**

Negotiations

Snake River Watershed

Arrowhead Transit meeting

Pine County Fair Economic Impact Study

Workforce & Economic Development Task Force

AMC Annual Conference

AMC/SWCD Joint Work Group – Preliminary report from the 2017 AMC/MASWCD Work Group included for review

Other

7. **Other**

8. **Upcoming Meetings (Subject to Change)**

- a. **Facilities Committee, Wednesday, December 6, 2017, 9:00 a.m.**, Commissioner Conference Room, Courthouse, Pine City, Minnesota.
- b. **Pine County Board Meeting, Wednesday, December 6, 2017, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- c. **Holiday Tree Event, Wednesday, December 6, 2017, 11:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.
- d. **Soil & Water Conservation District, Thursday, December 7, 2017, 9:00 a.m.**, 130 Oriole Street East, Sandstone, Minnesota.
- e. **Central Minnesota Council on Aging (Regular Board meeting), Thursday, December 7, 2017, 10:00 a.m.**, 250 Riverside Avenue, Sartell, Minnesota.
- f. **Truth in Taxation meeting, Thursday, December 7, 2017, 6:00 p.m.**, Board Room, Courthouse, Pine City, Minnesota.
- g. **Central Minnesota Jobs and Training Service, Friday, December 8, 2017, 12:15 p.m.**, Workforce Center, 406 E. 7th Street, Monticello, Minnesota.
- h. **East Central Solid Waste Commission (ECSWC), Monday, December 9, 2017, 9:00 a.m.**, 1756 180th St., Mora, Minnesota.
- i. **East Central Regional Library, Monday, December 9, 2017, 9:30 a.m.**, 244 South Birch Street, Cambridge, Minnesota.
- j. **Pine County Chemical Health Coalition, Monday, December 11, 2017, 3:00 p.m.**, East Central High School, Finlayson, Minnesota.
- k. **Personnel Committee, Tuesday, December 12, 2017, 9:00 a.m.**, Commissioners' Conference Room, Courthouse, Pine City, Minnesota.
- l. **Law Library, Thursday, December 14, 2017, 12:00 p.m.**, Law Library, Courthouse, Pine City, Minnesota.
- m. **State Community Health Services Advisory Committee, Friday, December 15, 2017, 10:00 a.m.**, Amherst H. Wilder Foundation, 451 Lexington Parkway North, St. Paul, Minnesota.
- n. **East Central Regional Development Commission (ECRDC), Monday, December 18, 2017, 7:00 p.m.**, 100 Park Street So., Mora, Minnesota.
- o. **Pine County Board Meeting, Tuesday, December 19, 2017, 10:00 a.m.**, Board Room, Courthouse, Pine City, Minnesota.

9. **Adjourn**