

**Olmsted County Human Services Division  
Community Services Advisory Board (CSAB)**

Wednesday, November 14, 2018  
Room 161, 2117 Campus Drive S.E.

**A. Call to order**

Chair Schmidt called to order the regular meeting of the Community Services Advisory Board (CSAB) at 7:05 AM.

**Members Present**

Alex Alexander, Patrick Keane, JoMarie Morris, Judy Ohly, Jim Rustad, Randy Schmidt, Kathy Schumann, John Tierney, Shirley Westbrook.

**Members Absent**

Patrick Gannon, Evelyn Kuschel, Commissioner Stephanie Podulke, Walter L. Smith III, Justin Stotts, Commissioner Gregg Wright.

**Staff Present**

Sarah Oachs, Amy Shillabeer, Emily Colbenson, Corrine Erickson, Diane Paradise, Nate Pike, Margene Gunderson, Dan Jensen, Leigh Durbahn, Mackenzie DeChambeau, Bea SanMiguel-Molina.

**Guests**

Jon Losness, Allison Johnson.

**B. Agenda Changes for Regular Meeting**

None.

**C. Approval of minutes from the last meeting**

A motion was made and seconded to approve the October 10, 2018, CSAB meeting minutes, after changing the adjourn time to 8:55 AM. Motion carried.

**D. Chair Announcements**

Chair Schmidt said Patrick Gannon's obligations with the Red Cross will keep him away from the board for possibly a couple more months. Two people will be going before the Olmsted County Board of Commissioners this month for an appointment to CSAB, Terre Webster and Susan Ahlquist. Three people: Jim Rustad, Kathy Schumann, and John Tierney will be finishing their terms as members. Karen Nation is stepping down as she cannot continue. CSAB would need one to two more candidates. He also welcomed guests and asked them to introduce themselves.

**E. Decision Item: Nomination & Election of Officers**

Chair Schmidt explained the role of chair and vice chair and said both would attend the monthly planning meetings to meet with staff and review next month's agenda aside from the monthly meeting. Alex Alexander has expressed interest in the Chair position, but there is no candidate for the Vice Chair position. The nomination and election of officers were tabled for December's meeting as Chair Schmidt will contact all CSAB members regarding the Vice Chair open position.

## **F. Informational Items: CSAB Prioritization Exercise**

Chair Schmidt explained the prioritization exercise and said the County Board has asked for a more strategic direction of advising from advisory boards. Therefore, Services to Seniors, Child Care, Housing, and Behavioral Health have been presented in the previous months in an effort for the CSAB to get an idea of the needs and impact it could have on specific areas. This prioritization exercise will help with narrowing the four topics and select two. These two topics will be proposed to the County Board as a work plan and study plan. The Board will want to know how the CSAB would address the issues and what the Board can do on the subject. CSAB members and staff split up into two groups. The two groups met and reconvened after 30 minutes. Group one said they had a fair amount of discussion on each of the topics. They looked at all the issues in a purpose and value perspective and decided that using social determinants of health to guide their evaluation in the future would be something to consider. The group ranked the topics: behavioral health, housing, services to seniors and child care. Group two said they wanted to decide on a topic based on the areas where changes could be implemented, and gaps could be filled. They discussed all four issues and agreed that all interconnected in many ways. They decided not to rank the topics but instead pick the top two points. Based on the limited information on the issues, they chose behavioral health and housing. They decided on behavioral health but would like to narrow it down to youth within behavioral health. Having a clear understanding of what services are available for youth and what are the gaps would be beneficial. Housing was considered because it is a foundational piece of a family's stability. Looking at the issues from a distinct perspective and considering the different generations that make up the community were discussed.

## **G. Emerging Items and Updates**

### **County Board Announcements**

None

### **Staff Announcements**

Emily said she will be transitioning out of Adult and Family Services and into her new role as Director of Human Resources soon. She is partnering with Sarah to fill her position and make the transition as seamless as possible. On November 20<sup>th</sup>, a presentation of the Crisis Center is going before the County Board to apply for the Request for Proposal (RFP) that is due in early December. In January they will hear back which projects are selected and then they will enter a four to six months period of finalizing operational details, choosing an operational partner and perform the necessary contract negotiations. They have asked for Memorandums of Understanding (MOU's) from Mayo Clinic, Olmsted Medical Center and the 10 County Regions. She anticipates those MOU's to be fully executed by the end of the week. They are in the process of gathering letters of support for the Crisis Center and asked

if CSAB would be willing to sign a letter. The CSAB agreed to write the letter of support.

Corrine said the Department of Human Services (DHS) implemented legislation called the periodic data match which would look at the eligibility of people on medical assistance and flag the case based on three main criteria. DHS did a trial run for a month, and Olmsted County participated in the test as an assessor county. They are finalizing their reporting, and their findings will be going to the legislature and DHS. At the beginning of this process, the most significant doubt was if the Minnesota Eligibility Technology System (METS) would function properly and they found the system did what it was intended to do. Olmsted County reviewed 713 cases, 120 cases had a discrepancy, this involved about 160 people, and 70 cases closed. They anticipate the periodic data match will move forward in 2019. When a discrepancy is found in a case, the system generates a letter directly from DHS to the person and mails them several notices before closing the case. People usually have 45 days to respond to the discrepancy in income. This process is designed to keep the files up to date and make sure people are still eligible. Olmsted County received a grant from Hennepin County called Pathways to Public Sector Employment. It will help create a pathway into public employment as a case aide or eligibility worker in Family Support & Assistance (FSA). This has given FSA the opportunity to partner with Hawthorne Education Center, Rochester Community & Technical College and the Workforce Development, Inc. to create a curriculum for people to be able to get a certificate once they finish the coursework. They have five students; they have done some job shadowing and will be doing some mock interviews next week. The other piece of the process is the work with Human Resources to recognize the certificate and also expand the process into other departments.

Nate said their annual Disabled American Veterans Deer Hunt at Chester Woods Park was held November 8<sup>th</sup> - 11<sup>th</sup>. They had 41 disabled veteran hunters with 28 deer harvested. For the first time, the Service-connected Disabled American Veterans Bow Deer Hunt at Oxbow Park was held October 26<sup>th</sup> – November 26<sup>th</sup>. It had 12 disabled veteran hunters with 7 deer harvested so far. About 530 volunteer hours went into the deer hunts between several organizations within the community and other civic organizations. This a community partnership between Olmsted County Parks and Recreation and Health, Housing and Human Services started back in 2011. This event is about conservation and deer management and gives disabled veterans an opportunity they might not get without having access to the services they provide. Nate mentioned that Veterans Court for the Third Judicial District will transpire but when this will happen is still unknown.

## **H. Adjournment**

Chair Schmidt adjourned the meeting at 9:07 AM.

Minutes submitted by: Bea SanMiguel-Molina