

## **ARROWHEAD REGIONAL DEVELOPMENT COMMISSION**

Thursday, December 17, 2020 – 10:00 a.m. – 12:00 p.m.

### **VIRTUAL & TELEPHONE MEETING (Pandemic)**

#### **Minutes**

##### **Members Present**

Dick Brenner, Chair  
Wade Pavleck  
Allen Rasmussen  
Don Niemi, V Chair  
Ginny Storlie  
Mary Somnis  
Pam Franklin  
Earl Elde  
Jason Hollinday, Sec.

##### **Representing**

Carlton County  
Koochiching County  
At Large, Treasurer  
Aitkin County  
Cook County  
At Large  
AAAA Advisory Comm  
MIC Advisory Comm  
NATC & NEMNATP Advisory Committee

##### **Others Present**

Ron Chicka  
Krista Mattila  
Sr. Mary Matthew Morrisroe  
Andy Hubley  
Kristi Kane  
Richard Sarraan

##### **Representing**

ARDC  
ARDC  
ARDC  
ARDC  
ARDC  
ARDC

##### **Members Absent**

Jeremy Hurd  
Terry Snyder  
Paul Nevanen  
Frank Jewell

Lake County  
Itasca County  
At Large  
St. Louis County

1. **CALL TO ORDER** The meeting was called to order by Chair, Dick Brenner at 10:02 a.m.
2. **CONSENT AGENDA for approval of the following:**  
Board Meeting Minutes, November 19, 2020.  
**Motion by Earl Elde/Don Niemi to vote via roll-call vote. Motion carried unanimously by roll call vote.**
3. **RESOLUTION:** Authorizing ARDC to enter a contract agreement with Carlton-Cook-Lake-St. Louis Community Health Board to Provide Technical Assistance Services to implement the State Health Improvement Partnership agreement. *(Andy Hubley)*  
**Motion by Allen Rasmussen/Don Niemi to support. Motion carried unanimously by roll call vote.**
4. **RESOLUTION:** Authorization of Loan Requests totaling One Hundred and Fifty-Seven Thousand Dollars (\$157,000) from ARDC's CARES Regional Revolving Loan Fund for Ignite Studio (Duluth, MN), Superior Spring (Duluth, MN), Red Willow (Grand Rapids, MN), and White Wilderness (Isabella, MN). *(Andy Hubley)*  
**Motion by Pam Franklin/Mary Somnis to support. Motion carried unanimously by roll call vote.**
5. **RESOLUTION:** Authorization of Loan Request totaling Two Hundred and Ten Thousand Dollars (\$210,000) from ARDC's CARES Regional Revolving Loan Fund for The Rink Sports Bar (Eveleth, MN), Farias Enterprises, LLC. DBA. Barajas Mexican Grill (International Falls, MN) and Border Bar and Pizza, Inc. (International Falls, MN). *(Andy Hubley)*  
**Motion by Allen Rasmussen/Don Niemi to support. Motion carried unanimously by roll call vote.**
6. **RESOLUTION:** Authorizing ARDC to Accept Supplemental Nutrition Funding through the State COVID Relief Funds in the amount of up to \$30,000. *(Kristi Kane)*  
**Motion by Don Niemi/Wade Pavleck to support. Motion carried unanimously by roll call vote.**

## **7. REVOLVING LOAN FUND (RLF) REPORT.**

The Finance Director reviewed the RLF Loans receivable listing. Finance Director stated because of frequent, timely communication, almost all loans are current, but it was noted there are two loans over 100 days. Collection agreements have been negotiated and are in effect. Due to the high volume of RLF activity requiring administration, there was not sufficient time to provide an Activity Report. Next month, there will be a current report with the adjustments made to separate the CARES loans. With the new ACH administration, along with, electronic records storage, they have been able to respond to inquiries more efficiently.

## **8. FINANCIAL REPORT**

Finance Director reviewed ARDC's October's financial reports. She stated as of today, December 17, 2020, ARDC has collected tax levy dollars from 6 counties. She also noted that administration is down on the operating statements due to more time being spent and charged to specific projects.

## **9. MANAGEMENT UPDATE**

The management group continues to meet twice a month. With the exception of essential staff, the majority of ARDC employees are still working remotely and management continues to follow recommendations from partners for COVID safety guidelines and return to work plans during this pandemic. Employees and management are completing and conducting annual performance evaluations. Almost all ARDC staff completed training in identifying and reporting diversity, sensitivity, harassment, and equality; MIC completed similar, but geared to department/community engagement-specific training.

**ARDC Planning:** Director Andy Hubley reported they are doing significant work with Revolving Loan Funds. They continue to receive applications for construction and expansion projects as well. Engagement with communities has been successful, especially in l'Falls and Koochiching County overall. Other projects they are working on include, but are not limited to, a Hwy 169 planning project, Safe Routes to School projects, an erosion study for the North Shore, a new Two Harbors zoning code (with the hopes it can be used as a template for other communities in the region), Gitchi-Gami State Trail funding efforts, interactive on-line maps for Itasca County tourism, and CEDS input gathering for NE Minnesota (board members were told to look for future opportunities in their communities). Hubley noted the RTCC project is going well, but they are in need of new Board members (spread the word). He stated how proud he has been of his staff for their flexibility and positivity during this extremely busy time, especially while working remotely. He was asked by members to provide a detailed list of the specific amounts for the RLF Resolutions passed today. After the meeting he sent the following:

Ignite Studio (Duluth): \$25,000  
Barajas Mexican Grill (International Falls): \$75,000  
Border Bar and Pizza (International Falls): \$75,000  
Rink Bar and Grill (Eveleth): \$60,000  
Red Willow (Grand Rapids): \$75,000  
Superior Spring (Duluth): \$25,000  
White Wilderness (Isabella): \$32,000

**Aging:** Advisory Committee member Pam Franklin reported the Senior LinkAge Line team is working on completing ADA compliant videos for Medicare 101 and New to Medicare. These videos are being filmed with our staff and contracted interpreters. Videos



are in the editing stage right now and the final product will be on YouTube and MBA's website.

Aging Director reported that she is sitting on the Advisory Board with the University of Minnesota Duluth Memory Keepers Medical Discovery Team for the CERDAR (Center for Community Engaged Rural Dementia and Alzheimer's Research). The project is in the phase of developing advisory committees in our region and in Dancing Sky's region. They are seeking community members with personal experience caring with someone with Dementia as well as professionals in Alzheimer's/Dementia field. The long-term objective for this work is to develop reliable technological solutions that reduce the barriers to quality dementia care in rural areas. Georgia Lane is representing AAAA on the advisory committee – please refer interested parties to [glane@ardc.org](mailto:glane@ardc.org)

It was reported that the CARES Act Enhanced Homecare dollars that were un-awarded statewide were recalled. Fortunately, Arrowhead had awarded all of our funding – so no money was recalled in our region.

AAAA recently hosted a Universal Design and Aging in Place Webinar with Gene Nicoletti, AIA, CAPS. The webinar was well received with over 60 people registered. Plans for a future webinar on this subject include presentations on Shared Housing with Anna Marie Pluhar: <https://www.sharinghousing.com/about-annamarie-pluhar-founder-author/> and a webinar on Accessory Dwelling Units.

Aging Director noted that ARDC sponsored the Generations Health, Bridge to Health Survey. Results should be out in early spring, but it was reported to us that the top (3) gaps in our region are: Mental Health, Youth Substance Abuse and Food Insecurity.

Aging is currently in the process of contracting with MBA for our 2021 work. The contracting process has changed and there are many pieces that are being worked out. We are hopeful to have a contract in place by January 1, 2021.

Aging Director reported in the MS Teams chat section that ARDC's ElderCare Development Partnership team provided technical assistance in the region to those applying for the Live Well At Home Grant. She was excited to share the 6 organizations were funded and 3 applications in our region were extended for an additional year due to COVID.

#### **Funded:**

- **Access North**, Hibbing, \$32,952 to provide an array of programs and services, including training, peer mentoring and group support as well as advocacy and assistance in remaining at home or transitioning from nursing home to community in northeastern Minnesota. Home assistance includes installation of ramps, tubs, grab bars and handrails, and access to technology such as Echo Spot for environmental control, accessibility and social connections.
- **Aitkin County CARE**, \$86,014 to develop an interactive website for potential clients, volunteers and collaborators in the area of service delivery. The website will allow people to RSVP for events online and sign up for chat friends and will provide real-time information to family members. The organization also will expand evidence-based health programs such as SAIL and expand respite and homemaking services to the Mille Lacs Band of Ojibwe as well as specific geographic areas, including McGrath, Hill City and East Lake Center.
- **ANGELS**, Aitkin County, \$34,158 to increase high-risk individuals' awareness of and participation in socialization programs and nutrition, health and wellness to help them deal with grief, chronic illness or pain.
- **Community Partners**, Two Harbors, \$50,000 to create a community-based, team approach to care coordination; expand home and community support and caregiver support services; and provide social and education options to reduce social isolation.
- **ElderCircle**, \$50,000 to implement and evaluate Innovative Solutions to Age in Place with Virtual Options in Itasca and St. Louis counties. The goal is to maximize independent living for these counties' aging populations and their caregivers by providing expanded and



enhanced home- and community-based supports, including new technologies to combat isolation and loneliness, and virtual Adult Day Stay for those confined to their homes. This includes the purchase of 30 iPads that older adults and caregivers can check out so they can attend virtual support groups, health and wellness sessions and community education.

- **Lighthouse Center for Vision Loss**, Duluth, \$210,100 to deliver technology services to older adults with disabilities and chronic health conditions. The project will include a statewide resource center as well as outreach and public education in several regions, including Native American communities.

**Extended:**

- **North Shore Area Partners**, Silver Bay, \$49,790 to provide assistance with activities of daily living, respite care and other home health care requiring nurse supervision.
- **Something Cool**, eastern Aitkin and western Carlton counties, \$43,504 to provide chore services to veterans, American Indian elders and adults with disabilities. Services are performed by teens seeking to develop work skills.
- **Age Well Arrowhead**, St. Louis County, \$214,047 to assess nutrition risk, provide an ongoing connection to a care consultant and provide home aids and repairs to improve the physical safety of seniors living in Aurora, Biwabik, Eveleth, Gilbert, Hoyt Lakes, Mountain Iron and Virginia.

**MIC:** MIC Director reported ARDC's MIC Advisory Committee member, Earl Elde's, term is expiring in January. They are in the process of appointing a new representative. He also reported on several projects. They are finishing up the Hermantown corridor project, the comprehensive plan for Proctor, the area-wide pedestrian plan, and the Eerie Pier Plan. Current projects include the Blatnik Bridge (this will be a large, ongoing project for multiple years – projected 2028), setting up a multi-modal Central Entrance corridor, and getting a comprehensive plan together for Superior, WI. They are also working with the National MPO Board on incoming administration for the transportation bill.

**HR:** HR Manager/Board Coordinator reported the employee benefits' open enrollment ended successfully. ARDC's Affirmative Action Plan was completed and sent to the Department of Human Rights for review. It was good news initial reports did not indicate underutilization. Compliance determination will be sent to ARDC in January for corrections and/or approval. HR Manager stated ARDC's Pay Equity Report is due in January. This is a 3-year requirement. The report is based on compensation equity based on expertise required of role. She stated the management group obtained two proposals from consultants to conduct a compensation and benefits benchmark survey which are currently under review. The team is close to making a decision. It is the hope to have recommendations available for potential changes to ARDC's Salary Classifications next spring or summer. HR Manager reiterated the 2021 Board and Commission elections are going well and assisting Chair Brenner and Allen Rasmussen on securing a nominating committee.

## **10. APPRISE FROM BOARD/COMMISSION MEMBERS &/OR GUESTS**

Commissioner Niemi stated the Line 3 project implementation is going well and praised law enforcement for their efforts to help safeguard and maintain peaceful interactions. Discussion occurred regarding thoughts, terms, and administration for the new MN State relief funding.

## **11. UPCOMING MEETINGS**

- **Commission Meeting** – ANNUAL MEETING, January 21, 2021, TBD – Virtual
- **Board Meeting** – February 18, 2021, TBD - Virtual/ARDC
- **Board Meeting** - March 18, 2021, TBD – Virtual/ARDC

12. **ADJOURN** Meeting was adjourned at 10:58 a.m. **Allen Rasmussen/Wade Pavleck** to support.

Attest  
  
\_\_\_\_\_  
ARDC Chair

  
\_\_\_\_\_  
Krista Mattila, HR Mgr/Commission Coordinator