

**Carlton County
Coordinator/HR Office**

301 Walnut Avenue, Rm. 214
PO Box 510
Carlton, MN 55718
Phone: (218) 384-9141
Fax: (218) 384-9196
www.co.carlton.mn.us

Carlton County

County-wide newsletter brought to you by the County Coordinator's Office

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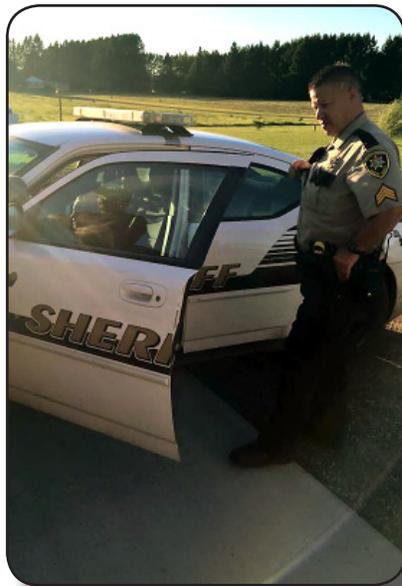
Employee Service Awards



Jesse Peterson
(Sheriff's Office)
10 Years

Angela Hillman
(PH&HS)
10 Years

Carlton County Sheriff's Deputy Makes Little Boys Day



Six year old Blake Axtell would like nothing more than to be a 'cop' when he grows up. When he was given the opportunity to sit and chat with Carlton County Sheriff's Deputy Jason Warnygora, he was excited beyond belief. Deputy Warnygora went to grab a police badge sticker to give to Blake, but realized that he didn't have any left. He asked Blake for his address and promised to bring him one. The very next day after his shift, Deputy Warnygora pulled into Blake's driveway and hand-delivered him a police badge sticker. Deputy Warnygora told his wife that he would be late returning home because he made a very important promise to a little boy.



Blake Axtell

Applying for Employment with Carlton County

The Carlton County Human Resources Office is working hard to make it easier to apply for employment with the County. Job postings and applications for employment have always been available in paper form from the HR Office. Now, in addition to the paper applications, any interested applicants can access a fillable PDF application from the Carlton County website at www.co.carlton.mn.us. However, those applications do need to be mailed or hand delivered to the HR Office prior to the deadline. In the meantime, efforts continue to be made to offer a fully electronic application process in addition to the paper process in the future.

The HR Office is also excited to announce that with the assistance of the Carlton County Information Technology Department electronic Job Alerts are now available. Anyone interested in employment with Carlton County can now

sign up for email notifications of all job postings. Simply go the home page of the Carlton County website and click the Job Alerts link found in the Announcements section.

The HR Office is often asked what steps need to be taken to apply for a job with the Carlton County Public Health and Human Services (PH&HS) Department. In order to be eligible for consideration for any PH&HS position, an interested, qualified applicant must contact the Minnesota Merit System and request that their name be added to the list of qualified candidates for the position or positions that the person is interested in. The interested applicant IS NOT required to file an application with Carlton County, nor does an application substitute for placement on the Merit System list. For more information on the Merit System, please [click here](#).

County Calendar

December 5 -
Santa visits Moose Lake &
Tree Lighting Ceremony

*Meeting dates are subject to
change.

Visit the **2014 Official
Visitor's Guide & Chamber
Membership for the AREA of
Carlton, MN**

Carlton County Introduces the Green Schools Project



The average Minnesotan sends over a ton (2,000 pounds) of garbage to our landfills every year! Many of these materials can be recycled or composted instead of taking up valuable landfill space and negatively impacting our environment.

When food scraps are thrown in landfills, they break down anaerobically, meaning they decompose without an oxygen supply. This chemical reaction produces methane, a very potent greenhouse gas. When organics are composted at home or at a proper facility such as Western Lake Superior Sanitary District (WLSSD), they decompose aerobically, meaning they react with oxygen to produce carbon dioxide. Even though carbon dioxide is also a greenhouse gas, it is far less potent than methane and does less damage to the atmosphere.

Because of the hot temperatures induced on compost piles at composting facilities, they can accept other organics such as compostable dishware, silverware, and napkins. However, it's best to stay away from these materials as well as meat and bones in your compost pile at home, since it won't naturally reach temperatures high enough to decompose them.

Schools produce tons of waste – most of which can be composted or recycled. Carlton County Zoning and Environmental Services has been awarded a Minnesota GreenCorps member to help with school recycling and waste reduction. Minnesota GreenCorps is an AmeriCorps program with a statewide initiative to help preserve and protect the environment. Members serve in one of the seven

main focus areas of the program: recycling and waste reduction, energy conservation, green transportation, local foods, urban forestry, stormwater, and living green. Forty Minnesota GreenCorps members are serving at host sites statewide for the 2015-2016 year.

Carlton County's Minnesota GreenCorps member, Emily Kolodge, recently graduated from the University of Minnesota - Duluth with a B.S. in Environmental Sciences. She became a Minnesota GreenCorps member in September 2015; she will be with Carlton County until August 2016. She is an avid outdoorswoman who enjoys hunting, fishing, photography, and hiking in her spare time.

Emily's project as a Minnesota GreenCorps member is to introduce The Green Schools Project. The Green Schools Project is a school recycling and waste reduction grant program for all Carlton County schools. Schools may apply for up to \$2,000 to use on recycling bins and materials to help reduce waste, such as reusable dishware or bulk dispensers.

Each school will assemble a "Green Team" to assist Emily in the implementation of The Green Schools Project. Green Team members will consist of school faculty, parents/guardians, and students who strive to improve recycling in their respective schools. They may assist in arranging recycling bins in the hallway, hanging signage, attending or giving recycling presentations, and other recycling activities the Green Team wishes to complete.

If you would like to become a Green Team member for your school district, please contact Emily at (218) 384-9592 or emily.kolodge@co.carlton.mn.us. School resources and more information about The Green Schools Project can be found on the Carlton County website at www.co.carlton.mn.us.



Emily Kolodge

On the Download . . . Tech Tips



1. Would you like a clever way to share a document with your colleagues, but only allow them to edit certain portions of it?

To begin, click the Restrict Editing button on the Review tab within the Protect group. In the panel that pops up on the right, click the box under Editing Restrictions. Leave the "No changes" default, and select the parts of the document that you want

to leave editable by others. After each selection, click the checkbox to the left of "Everyone" under Exceptions. Click the "Yes, Start Enforcing Protection" button and save the document.

2. Having trouble with a computer program? Google it. The IT Department is always available for technical assistance, but in most cases, the answer can be fixed more quickly by performing a Google search.

Winter Hazard Awareness Week



To help Minnesota residents minimize risks and mitigate the hazards of winter, the Minnesota Department of Public Safety — in

collaboration with the National Weather Service and other state, federal, and non-profit agencies — sponsors “Winter Hazard Awareness Week” each fall to educate, inform, remind, and reinforce the behaviors that lead to a warm, safe, and enjoyable winter season. This year’s “Winter Hazard Awareness Week” will take place November 9th through November 13th.

The event includes a media campaign, literature, and other informational materials. The week-long educational campaign targets specific information each day that can be used in conjunction with school, church, or civic programs. Carlton County Emergency Management supports these public education and outreach activities by participating in this campaign. Click on the links below to review

the charts, checklists, and other informational resources located on the Minnesota Department of Homeland Security and Emergency Management (HSEM) website: [Winter Hazard Awareness Week](#).

- **Monday, November 9th - Winter Weather Overview:** ice storms, blizzards, sub-zero temperatures, winter weather watches and warnings, and wind-chill.
- **Tuesday, November 10th - Outdoor Winter Safety:** safety on ice, snowmobile safety, hypothermia, and frostbite.
- **Wednesday, November 11th - Winter Fire Safety:** winter and holiday fire safety, alternative heat sources, smoke detectors, cooking safety, candle, and decorations.
- **Thursday, November 12th - Indoor Winter Safety:** carbon monoxide, radon, mold, and general home care.
- **Friday, November 13th - Winter Driving:** auto safety, snowplows, road conditions, using 5-1-1, winter driving tips, and car survival kits.

(Article submitted by Carlton County Emergency Management Coordinator Peter Neumann.)

Time for the Third Annual 4-H Cheese Sale

Support the local Carlton County 4-H program by buying this fantastic cheese from Burnett Dairy in Alpha, WI. The order form can be accessed by clicking [here](#) or by visiting the [Carlton County Extension website here](#). Orders and payments are due back into the Extension office, PO Box 307, 317 Chestnut Ave, Carlton, MN by November 9th.

Payment is due at the time of the order. Please make your check out to the Carlton County 4-H. The money from this sale is used for Carlton County 4-H scholarships and activities. We also give 10% of the profits back to 4-H clubs to help with their fundraising so if you have a favorite 4-H'er, you can contact them to give them credit for your sale (have them put your order on their list).

Cheese will be available to pick up at the Extension office on Friday, December 11th (probably from noon until 6 pm). If you can't pick up your cheese

at this time or have questions, please call the Extension office at 218-384-3511. Thanks and spread the word!



2015 Carlton County Board of Commissioners



Dick Brenner
Member
218.879.5572

District 1
Dick.Brenner@co.carlton.mn.us



Marv Bodie
Chairman
218.879.2085

District 2
Marv.Bodie@co.carlton.mn.us



Thomas Proulx
Vice Chairman
218.348.4288

District 3
Thomas.Proulx@co.carlton.mn.us



Susan Zmyslony
Member
218.380.2170

District 4
Susan.Zmyslony@co.carlton.mn.us



Gary Peterson
Member
218.380.4949

District 5
Gary.Peterson@co.carlton.mn.us

*Board meetings are held at the Transportation Building on the 2nd Tuesday of every month at 8:30 a.m. and the 4th Monday of every month at 4:00 p.m.

Carlton County Receives State Breastfeeding-Friendly Recognition



Right: Jenny Barta accepting the award

The Minnesota Department of Health (MDH) has named Carlton County as a Breastfeeding Friendly Workplace for its contributions to the health of mothers and their babies. MDH recognizes workplaces and county health departments that have demonstrated their commitment to supporting breastfeeding mothers by creating a

workplace lactation support program.

Breastfeeding is a foundational way to ensure that babies receive optimal nutrition during the first formative years of life. Studies show that infants who are breastfed have better health outcomes as they grow. MDH recognized organizations that have taken a leadership role to improve breastfeeding rates and meet Healthy 2020 goals.

The designation acknowledges Carlton County's commitment to acting as a model for the community by supporting healthy families and receiving the business benefits of supporting nursing mothers. The designation

is achieved by adopting a written policy and educating staff about it; ensuring adequate break time for breastfeeding employees; providing a clean, private place to pump breast milk; and demonstrating a strong commitment to supporting breastfeeding in the workplace.

These employers were recognized by MDH at the Minnesota Breastfeeding Coalition Meeting on October 23rd in Duluth:

- Carlton County
- CentraCare Health St. Cloud
- Cummins Power Generation
- Cuyuna Regional Medical Center
- Hastings Public Schools
- Lakewood Health System
- Mercy Hospital, Moose Lake

This is the first year of MDH's recognition program, which was created and supported by the state Women, Infants and Children program (WIC) and the Statewide Health Improvement Program (SHIP).

Launched in 2008 as part of Minnesota's bipartisan health reform effort, SHIP works to help Minnesotans live longer, healthier lives while building healthy, vital communities. SHIP encourages healthy eating, active living and avoiding commercial tobacco by working with school, communities, workplaces and healthcare to make healthy choices easier.

Carlton County Transfer Station & Recycling Center Hours

Carlton County Transfer Station
November 1 - March 31
Monday - Friday:
8:30 a.m. - 4:00 p.m.
Saturday 8:30 a.m. - 1:00 p.m.

Carlton County Recycling Center Locations
Barnum (Behind Fire Hall)
Carlton (County Highway 1)
Moose Lake (Next to Arena)
Esko (Next to Town Hall)
Perch Lake (Next to Town Hall)

Year-Round Hours for all Recycling Centers

Wednesday:	2:00 p.m. - 6:00 p.m.
Thursday:	2:00 p.m. - 6:00 p.m.
Friday:	2:00 p.m. - 6:00 p.m.
Saturday:	9:00 a.m. - 1:00 p.m.



Pictometry Training Update

Another County employee Pictometry training session will be offered in November and will feature the program's updated interface. More details will be available once scheduling is complete. Carlton County Assessor, Marci Moreland, presented the Pictometry information to the Townships at their meeting in October. The training will be offered to them as well.

Security and Personal Safety Tips with Joe

Volume 4 - "Failing to Prepare is Preparing to Fail"



In the last article I discussed one of the options for "active avoidance." That option is known in the law enforcement business as a "chemical irritant," but is commonly referred to as "mace." A chemical irritant is easier to carry on one's person than a traditional "mace," which is a large, heavy club. Thankfully I have not experienced that type of mace, although I trust it would feel similar to chemical irritants that I have experienced.

So, what other options are available if one does not have chemical irritants? If you find yourself in a serious situation without your trusty mace, you can try using a variety of tools you may have in your pocket, purse or "man bag." Of course, you have been armed with situational awareness and have left your home prepared. Having gone through your list of "what-ifs," you are carrying the items you take everywhere you go; although that list is different for everyone. For example, for some it may be a set of keys and a fully charged cell phone, while for others it may include a more elaborate kit containing such items as a chemical irritant, flashlight, cutting tool, sturdy writing implement, keys, keychain and even possibly a firearm.

The firearm should be legally and properly carried but is highly controversial, for good reason. It is meant to be used as a last resort and extensive training is required to ensure its proper use. The carrying of a firearm is a personal decision and should not be taken lightly. It is my opinion that training with a firearm is important not only for familiarity, but for proficiency. If you are unwilling to pay for quality and professional training, you shouldn't consider using a firearm in a stressful situation. The simple act of displaying a firearm may cause unintended circumstances that could result in criminal prosecution. There are people for whom the act of simply carrying a firearm

creates controversy or carries liability.

"Failing to Prepare is Preparing to Fail."

I did not coin this phrase, but I like it as it can be easily applied. What other tools can one easily take in their daily "toolbox?" First, let's look at everyday objects. Remember our situational awareness? In previous articles I have discussed "micro cues" or nonverbal indicators of a possible attack. Just about any item can be used as an improvised weapon of defense. Have you ever thought about what it might feel like to have a handful of keys raked across your face or eyes? Perhaps not, but keys could easily be the simplest yet most-effective defensive tool you carry on a daily basis.

Keys are easy to carry and most untrained people around you will not suspect you are being cautious and prepared. Simply carry your keys in the palm of your hand with the keys on the ring protruding out from your fingers. A piece of cordage or other "handle" on your keyring may also be used as an improvised defensive weapon.

The same or similar technique may be used with smaller items, including a pen, pencil, scissors, knitting needles or even a sucker stick! How about that ice cold drink or steaming hot cup of coffee? (I like coffee as much as the next person, but in a dangerous situation would be more than willing to throw my \$5 cup of Starbucks coffee at an attacker!) Even a bottled water or soda could be used as an effective defense.

The employment of any of these techniques needs to be done quickly and decisively. There is no time to hesitate or give any less than 100%. Your life may depend on it. Most attackers that are unknown to their victims will give up and flee at the first sign of active resistance. Any action is better than no action, and it lets the attacker know you will NOT be a victim!

If you have suggestions for future articles, please email me at joe.mattinen@co.carlton.mn.us. I would enjoy the opportunity to discuss any questions or concerns you may have.

The opinions expressed here are those of the writer and not necessarily those of Carlton County departments or personnel, but are based upon a variety of personal and professional research and training.

(Joe Mattinen serves as Carlton County Deputy Sheriff/Court Security and is officed in the Carlton County Courthouse.)

Carlton County Committee's

Building Committee -

2nd Tuesday of the month immediately following the County Board meeting (Transportation Building -TB)

Committee of the Whole -

1st Tuesday of the month at 4:00 p.m. (TB)

Diversity Committee -

4th Thursday of the month at 8:30 a.m.

Finance Committee -

1st Tuesday of the month at 2:30 p.m. (TB)

HR Advisory Team -

3rd Tuesday of the month at 8:00 a.m. (PH&HS)

Policy Committee -

3rd Monday of the month at 2:00 p.m. (LEC)

Management Team -

1st Tuesday of the month at 8:30 a.m. (TB)

Supervisors Committee -

3rd Thursday of the month at 2:00 p.m.

Wellness Committee -

1st Wednesday of the month at 8:30 a.m. (PH&HS)

For a more detailed Carlton County Committee list [click here](#).



Are you interested in submitting an article in the next Carlton County Newsletter? Email, mail or fax your articles and pictures by the December 14, 2015 deadline to:

Shanny Hurst
Carlton County Coordinator's Office
301 Walnut Avenue, PO Box 510
Carlton, MN 55718
Fax: (218) 384-9196
shanelle.hurst@co.carlton.mn.us

*Please note that all submissions are subject to editing, as needed.

"Let's Get Acquainted" with Veterans Service Officer Duane Brownie



Being that November is known as Veterans month, we thought it would be a great opportunity to introduce Carlton County Veterans Service Officer (CVSO) Duane Brownie.

As an only child, Duane is a second generation veteran in his family. Bernard, his father, served in the US Army during Vietnam and is also a "Tet Offensive" survivor. His mother Delores grew up speaking German and had to learn the English language while growing up in St. Cloud.

Duane is originally from Sauk Rapids, MN and has lived in Carlton County since 1994. He served active duty in the United States Navy as a Yeoman from August 1990 until January 1994, spending most of that time at Miramar Naval Air Station in San Diego, CA and on the USS Halsey (CG-23) sailing in the Middle East (Gulf War Veteran). In 1994, following Former President Clinton's Department of Defense reduction-in-force policies, his ship was decommissioned and he was released from active duty.

After moving up here to the Northland, Duane joined the Minnesota Air National Guard and served with the 148th Fighter Wing as a Police Officer from 1995 through 1998.

Duane, known to most as "Brownie", started in March of 1994 as a Federal Work-study student in the Veterans Office under the infamous Jon Brown, Former Carlton County Veterans Service Officer and Former VA Regional Office Decision Review Officer. Brownie became a full-time county employee in June of 1997 working in the Veterans Office as the Office Manager. In 1999, Brownie was promoted to Deputy Veterans Service Officer and District Representative for the Minnesota Association of County Veterans Service Officers (MACVSO). In December of 2001, Brownie was appointed by the County Board to the CVSO Department Head position, making him the youngest appointed CVSO in the State of Minnesota.

Following his appointment, Brownie served on many committees of the MACVSO from 2002-2010. These committees entailed being responsible for making sure all CVSO's were getting the required continuing education units needed for the Minnesota Department of Veterans Affairs certification process. As an Executive Board member, Brownie was responsible to attend various meetings with the VA Regional Office Directors, VA Medical Center Hospital Administrators, and the Director of Veterans Integrated Services Network (VISN) 23. The focus of these meetings was to hold those federal agencies to a higher standard of process and care for our veterans within the State of Minnesota and Northwestern Wisconsin.

In 2011-2012, Brownie served as Vice-President of the MACVSO. In 2012-2013, he was elected President of the MACVSO and continues to serve on the Past Presidents Board helping choose future MACVSO officers to lead. While President of his Association, he worked closely with Governor Mark Dayton and Minnesota Department of Veterans Affairs Commissioner Larry Shellito to improve benefits for veterans in the State of Minnesota. He also acquired grant funding for all CVSO's in every county of the state to help pay for education, training, marketing, and outreach. This endeavor helps with local taxpayer savings state-wide.

Brownie is married to Alyssa Brownie (Hammit) from Carlton, MN. They have two beautiful children, Taylor and Alex, as well as one very spoiled family dog named "Armani". They currently reside in the City of Wrenshall. Brownie is very active within the community, serving 8 years on the City Council and two years as Mayor. Prior to that he was an active member of the City of Carlton Fire and Ambulance Service and worked as an EMT/Fire Fighter for six years.

Brownie is currently a member of the American Legion (AL), Disabled American Veterans (DAV), Minnesota Association of County Veterans Service Officers (MACVSO), National Association of County Veterans Services Officer (NACVSO), and Veterans' of Foreign Wars (VFW).

The Carlton County Veterans Services Office currently has a staff of three full-time personnel (Brownie, Sarah, and Dustin). They help all veterans as well as their family members with available Federal, State and local benefits. This small operation which has just over a \$225,000 county budget makes a significant local impact by helping bring in over \$22,000,000 annually, including compensation payments and VA Medical Care.

When asked to comment on his role as CVSO, Brownie stated "First, I would like to say THANKS to my staff, Dustin and Sarah. Without your dedication and hard work, we would not be able to provide the high quality of services that has become recognized out of Carlton County. Second, I appreciate the County Board's strong support of the County Veterans Services operation. It is a great feeling to help fellow brothers and sisters who are part of a unique group of less than 8% of the entire population nationwide who can call themselves "Veterans." Third, many thanks to our local businesses and communities who support all of our local veterans organizations and activities, because without your time and financial support, things could be extremely difficult for Carlton County veterans who have fallen on hard times. Thanks to all who have supported me through the many years I have served and continue to serve as your CVSO for Carlton County."

"This institution is an equal opportunity provider and employer."