



COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, MARCH 15, 2016

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:00 a.m., by Chair Teresa Sumnicht. The meeting was publicly noticed, and a quorum was present.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Teresa Sumnicht; Cathy Brunt; Kirk Konkel; Tom Drury; Brad Basten; Fred Teitgen; Dr. Kenneth Oh; Matt Rohrbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Susanna Bradley.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Susan Lorenz; Becky Mulhern; Shanon Schmidtknecht; Marissa Thomas; Gretchen Halvorsen.

OTHERS: County Board Chair Vern Gove; County Board Chair Elect Mary Cupery; Joe Ruf, Susan Fisher, Corporation Counsel; Lyn Jerde, PDR; Cathy Karls, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE MARCH 15, 2016 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Tom Drury, second by Kirk Konkel. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 19, 2016 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Fred Teitgen, seconded by Brad Basten. Motion carried.

INTRODUCTION OF NEW STAFF

HHS Director Woodard introduced Shanon Schmidtknecht, DCF Supervisor, to the Board.

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DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report, dated 1/31/2016, were presented to the Board.

**CONTRACTS, ADDENDA, BUDGET TRANSFERS, OUTLAY CHANGES,
RESOLUTIONS AND LINE ITEM TRANSFERS**

Director Dawn Woodard presented seven contracts, eight 2016 addenda, one MOU, and two 2015 contracts to the Board for approval.

**MOTION: TO APPROVE THE CONTRACTS, ADDENDA, AND MOU AS PRESENTED
AND PLACE THEM AS ATTACHMENTS TO THE MINUTES.**

Motion by Fred Teitgen, second by Tom Drury. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

Aging & Disability Resource Center Director Becky Mulhern provided updates on proposed bills in the State Senate and Legislature regarding Alzheimers and Dementia. The HHS/ADRC is planning to host another team for the Alzheimer's & Dementia Alliance Walk on September 11 in Portage. Becky updated the Board on a number of driver training classes available this spring through the ADRC for people interested in driver safety, new driving techniques, and learning about the effects of some medications while driving. Becky announced that the ADRC has begun a monthly newsletter for the ADRC drivers to keep them informed about services being provided to consumers and other important information. Quarterly Drivers meetings have also begun to help in communication. Becky reported on the success of the Soup/Salad/Sandwich bar at the Portage meal site on Wednesdays thanks to the Nutrition Revitalization Mini Grant. The ADRC is talking with the ADRC of Sauk County about co-locating a congregate meal site in Lake Delton to provide for more opportunities for seniors. The ADRC only canceled Home Delivered Meals once this winter. Becky reported that the next Elder Abuse Awareness Day is set for June 15. Prevention Programs currently being offered include Stepping On Class, May 3- June 21 at Reach Out in Lodi; Healthy Living with Diabetes at Divine Savior Hospital; Living Well with Chronic Conditions with Dodge County this summer; and Powerful Tools for Caregivers where 2 volunteers will be trained this spring. Becky notified the Board that GWAAR has approved the 2016-2018 Aging Unit Plan and Budget. The ADRC has also received final approval of the Annual Report to the Bureau of Aging & Disability Resources. Becky also reported that tax preparation continues through mid April and the Sharing Suppers are continuing in Portage the last Monday of each month.

HEALTH OFFICER'S REPORT

Health Officer Susan Lorenz presented the latest edition of the Aiming to Inform newsletter which is distributed to local health agencies. Susan also shared the 2015 Columbia County Tobacco/Nicotine Vendor Compliance Report. Discussion followed.

ACTION ON LIMITED AGENT CONTRACT

Susan updated the Board on the State's request for a decision by Columbia County as to the intent of the agency to continue the Limited Agent Status. The current Limited Agent contract

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expires on 6/30/16. If Columbia County agrees to continue the Limited Agent Status through June 2017, then the Department of Agriculture Trade and Consumer Protection (DATCP) will require Columbia County to become Agent Status beginning 7/1/2017, contract with DATCP, and license and inspect all DATCP facilities in Columbia County. Columbia County would need to increase license fees of the approximate 500 local businesses starting 7/1/2017 which would be effected by this change. HHS would also need to hire two Registered Sanitarians in 2017. Susan reported that after several talks and meetings with Sauk County, Sauk has decided that they are not interested in partnering with Columbia County in this effort. The Board requested that Susan update the budget sheet proposal that was created a year ago for the discussion and have it available for presentation at the Finance, Executive, and HR Committee meetings. The Board also requested the history of inspections for Columbia County.

MOTION: TO PLACE THE TOPIC OF LIMITED AGENT STATUS ON THE FLOOR FOR DISCUSSION.

Motion by Dr Oh, second by Cathy Brunt. Motion carried.

AMENDED MOTION: TO RECOMMEND CONTINUING LIMITED AGENT STATUS, WITH THE REVIEW OF THE ADDITIONAL INFORMATION REQUESTED AT NEXT MONTH'S MEETING.

Motion by Matt Rohrbeck, second by Fred Teitgen. Motion carried.

ACTION ON PUBLIC HEALTH NURSE JOB DESCRIPTION

Susan presented a draft of the Public Health Nurse Job Description. The Board reviewed the proposed changes.

MOTION: TO APPROVE THE PUBLIC HEALTH NURSE JOB DESCRIPTION AS PRESENTED.

Motion by Fred Teitgen, second by Matt Rohrbeck. Motion carried.

ACTION ON INCREASED HOURS FOR PUBLIC HEALTH NURSE LAURA SIMONDS

Susan presented a request to increase work hours for Public Health Nurse Laura Simonds, up to 90 additional hours, to increase the rate of immunizations for 19-26 year olds, of the 3-dose HPV vaccine series, to be paid for from a Wisconsin Immunization Records (WIR) State grant totaling \$4105.

MOTION: TO APPROVE THE REQUEST TO INCREASE HOURS FOR PUBLIC HEALTH NURSE LAURA SIMONDS AS PRESENTED.

Motion by Cathy Brunt, second by Brad Basten. Motion carried.

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ACTION ON E-CIGARETTE ORDINANCE

Director Woodard presented an amendment to County Ordinance Title 5, Chapter 7, drafted by Corporation Counsel, to address the prohibition of electronic delivery devices on Columbia County property. Discussion followed. Health Officer Susan Lorenz offered signage, available from the Tobacco Free Columbia/Dane Coalition for use in County buildings if the amendment passes.

**MOTION: TO RECOMMEND APPROVAL OF THE AMENDMENT TO ORDINANCE
TITLE 5, CHAPTER 7 REGARDING THE SMOKING PROHIBITION AS PRESENTED.**

Motion by Fred Teitgen, second by Brad Basten. Motion carried.

TRAINING REQUESTS

None.

TRANSFER OF OWI COURT TO CLERK OF COURTS

Corporation Counsel Joe Ruf presented a request to transfer the OWI Treatment Court program from the supervision of HHS to the Clerk of Courts. There are grant dollars available to support the program however the current contractor providing services for the program has terminated the contract. Attorney Ruf reported that Judge White has indicated his preference that the OWI Treatment Court Coordinator be a County employee.

**MOTION: TO RECOMMEND APPROVAL OF THE OWI TREATMENT COURT
TRANSFER TO THE CLERK OF COURTS.**

Motion by Fred Teitgen, second by Kirk Konkel. Motion carried.

DISCUSSION ON RFP FOR COMMUNITY SUPPORT PROGRAM (CSP)

Director Woodard notified the Board that she intends to do a Request for Proposal (RFP) for the CSP program. The current budget for the program is approximately \$865,000, made up of some State Mental Health allocation, \$75,000 of it being State Aid, \$407,000 from MA reimburse, and the remainder from county levy. The current contract with the Pauquette Center has been in place for the last 20 years. The RFP has been reviewed by Corporation Counsel. Director Woodard requested volunteers from the HHS Board to assist on the RFP review panel. The Board expressed support of the process.

ACTION ON HHS 2015 ANNUAL REPORT

Director Woodard presented the Department's Annual Report and informed the Board that additional statistical information for the Department could be reviewed in the Year End Status Report, a supplement to the Annual Report.

MOTION: TO APPROVE THE HHS DEPARTMENT'S ANNUAL REPORT.

Motion by Fred Teitgen, second by Kirk Konkel. Motion carried.

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EMINENT DOMAIN REPORT

At the request of County Board Chair Vern Gove, Corporation Counsel Ruf updated the Board on the status of eminent domain regarding the new building project. He also introduced Assistant Corp Counsel Susan Fisher.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported on State Statute 980 concerning release of sex offenders into the community. The State is enforcing language that requires county HHS agencies to identify housing options for releasees. Director Woodard also reported that the Department of Health Services has made a 1615 request as a result of receiving \$33 million in surplus due to the increase of civil admissions which creates revenue for the State, plus an additional, one-time MA payment. DHS plans to use the surplus for grant opportunities. Director Woodard advised that the money actually comes from the counties for State placements and feels that the money should be returned to the counties. Director Woodard promised to keep the Board updated on this issue as it develops. Director Woodard advised the Board about her current involvement with WCHSA as a representative on their executive board; trichair for BH pack; member of the Children Come First committee; and cochair for the rate advisory committee.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

MOTION: TO ACCEPT THE H&HS VOUCHERS AS PRESENTED.

Motion by Fred Teitgen, second by Kirk Konkel. Motion carried.

NEXT MEETING DATE

Chair Sumnicht thanked Brad Basten for his contribution to the HHS Board. Brad has decided not to run for reelection of his County Board Supervisor seat.

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, April 12, 2016 at 9:00 a.m.

ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 11:20 A.M.

Motion by Fred Teitgen, second by Kirk Konkel. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, April 12, 2016, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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Respectfully submitted,



Brad Basten, Secretary
Col. Co. H & HS Board



Gretchen Halvorsen, Executive Secretary
Col. Co. Health & Human Services Dept.

cc: Chair Gove
Chair Elect Cupery

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