



COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, MAY 19, 2015

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; Susanna Bradley; Kirk Konkell; Tom Drury; Fred Teitgen; Dr. Kenneth Oh; Matt Rohrbeck; Brad Basten.

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

OTHERS: County Board Chair Vern Gove; County Board Chair Elect Mary Cupery; Lyn Jerde, Portage Daily Register; John Hartman, MIS; Jessica Standke, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE MAY 19, 2015 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Kirk Konkell, second by Susanna Bradley. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE APRIL 14, 2015 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Dawn Woodard presented the Department's Comp Time Report, and the Expense and Revenue reports dated 3/31/2015.

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

Health & Human Services Director Dawn Woodard presented six new contracts and six addenda to the Board for approval.

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

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

AGING & DISABILITY RESOURCE CENTER

Aging & Disability Resource Center Director Becky Mulhern reported that the Governor has proclaimed May as ADRC month. As of May 18, 55 of the 72 Wisconsin counties have created a resolution opposing the provision in the Governor's proposed budget to privatize ADRCs. The ADRC is continuing outreach efforts at events like the Sharing Supper, TRIAD Senior Day, the Columbus Community Hospital and Divine Savior Hospital. The Nutrition Program is still in need of paid helpers, and or volunteers, to provide backup for Meal Site Managers. Becky reported that June is Elder Abuse Awareness month. The ADRC is planning an event on June 17 at the Court House to recognize the number of Adult Protective Services cases in Columbia County yearly. The Dementia Friendly Communities kickoff is scheduled for June 29 at the Portage Library, an event designed to educate the public about the program. The ADRC held another successful Stepping On class recently. The also sponsored an AARP Smart Driver Class recently. Another driving class is scheduled for October 2. The ADRC also held their annual Volunteer Appreciation event in April at Dekorra Lutheran Church outside of Poynette, which was attended by 50 volunteers.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported on the results of this school year's Seal-A-Smile program which screened over 750 students for dental care from 7 school districts. Over \$300,000 worth of dental care/products were provided to area students. The Division of Health intends to apply for a grant again next year.

UPDATE ON AGENT STATUS

Susan updated the Board on the Agent Status proposal now that all inspection duties have been relocated under DATCP within State government and all fees for the program have been frozen. Susan proposed that it is not in the Department's best interest, due to these changes, to pursue further agent status. Susan notified the Board that inspection of all restaurants in the county can be accessed through a link on the Department's website.

TRAINING REQUESTS

None.

ACTION ON REPLACEMENT REQUEST FOR DCF SOCIAL WORKER

HHS Director Woodard presented a request to replace a Division of Children & Families Social Worker due to a resignation. There is money available in the budget for this position.

MOTION: TO RECOMMEND APPROVAL OF THE SOCIAL WORKER REPLACEMENT REQUEST AS PRESENTED.

Motion by Cathy Brunt, second by Susanna Bradley. Motion carried.

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ACTION ON USE OF POP FUNDS FOR NEW MICROWAVE AND CLEANING SUPPLIES

Director Woodard presented a request to use money from the Pop Fund to replace a microwave in the Break Room and to purchase some cleaning supplies for the Break Room.

MOTION: TO APPROVE USE OF THE POP FUND FOR A MICROWAVE AND CLEANING SUPPLIES FOR THE BREAK ROOM.

Motion by Tom Drury, second by Brad Basten. Motion carried.

ACTION ON RESOLUTION RECOGNIZING THE RETIREMENT OF CLERK TYPIST MARY MALDONADO

Director Woodard presented a resolution recognizing the retirement of Clerk Typist Mary Maldonado.

MOTION: TO APPROVE THE RETIREMENT RESOLUTION AS PRESENTED.

Motion by Cathy Brunt, second by Fred Teitgen. Motion carried.

DISCUSSION ON ELECTRONIC HEALTH RECORDS

Director Woodard presented a chart of expenses for the current electronic health records management system which was purchased 3 years ago for the Department. Director Woodard reported on the difficult progress in using the system. MIS Director John Hartman reported on his Department's support of the software for TCM and how it differs from most software products. The Board encouraged Director Woodard to reach out to other counties, specifically Dodge County to see what other types of software are available for electronic health records including possibly working with another county to create our own software system.

DEPARTMENT HEAD'S PERFORMANCE REVIEW

The HHS Board members reviewed a draft of the Department Head Performance Review form with HHS Director Woodard. Additional comments from the Board members will be added to the document and it will then be presented to Chair Sunnicht to review, sign, and forward to HR.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported on the reorganization of the Wisconsin Counties Human Services Association (WCHSA) which has created an advisory council for County Board Supervisors but eliminated their voting rights. If any board member is interested in serving on the advisory council he/she should let Director Woodard know of their interest. Director Woodard presented an award given by WCHSA to Columbia County for exceeding the performance standards for the Child Care Subsidy program in the Division of Economic Support. Director Woodard also reported on the State's recognition of the Division of Children & Families for their 100% timeliness of rating setting for children in Out of Home Care. The Division was also recognized for eliminating their backlog of initial assessments of

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CPS cases. Director Woodard reported on proposed funding plans for Mental Health programing and Fraud Prevention for DES. Director Woodard provided a hiring update including the position of BHLTS Division Administrator which has been filled as of 5/18/2015. Director Woodard reported on the success of the All Staffing Training held May 7 at Bethlehem Lutheran Church, Portage. The next ½ day all staff training is tentatively set for September 17, which will include a series of safety training exercises and workshops.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT
MOTION: TO ACCEPT THE H&HS VOUCHERS AS PRESENTED.**

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

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, June 16, 2015, at 9:00 a.m.

ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 11:15 A.M.

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

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, June 16, 2015, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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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