



# COLUMBIA COUNTY

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## MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING THURSDAY, AUGUST 4, 2016

### CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 4:15 p. 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; Matt Rohrbeck; Nancy Long; John Stevenson; James Brooks; Tom Drury; Kevin Kessler; Cathy Brunt.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Kenneth Oh, MD.

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

OTHERS: Joe Ruf; Corp Counsel; Vern Gove County Board Chair; Mary Cupery County Board 1<sup>st</sup> Vice Chair; Cathy Karls, Accounting; Tom Hayes and Pam Polzer, Pauquette Center; Ronald Lambert and Brad Schlough, Journey Mental Health.

### AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE AUGUST 4, 2016 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Nancy Long, second by Tom Drury. Motion carried.

### APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JULY 7, 2016 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Kevin Kessler, seconded by John Stevenson. Motion carried.

### INTRODUCTION OF NEW STAFF

ADRC Director Becky Mulhern introduced Michelle Anderson, the ADRC's new Clerk Typist who will be located at their front desk. Michelle shared her background with the Board.

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**DISCUSSION ON CHANGE OF CONTRACTOR FOR CSP PROGRAM-CLOSED  
SESSION**

**MOTION: TO ENTER CLOSED SESSION AT 4:19 P.M. PURSUANT TO WI STATE  
STATUTE 19.85(1)(e).**

Motion by Tom Drury, second by Cathy Brunt. Roll call vote. Motion carried, not unanimous.

Supervisor Kessler left the meeting at 4:19 p.m.

**DISCUSSION ON COMPLETING MENTAL HEALTH OFFICES IN NEW COUNTY  
HHS BUILDING-CLOSED SESSION**

**MOTION: TO RETURN TO OPEN SESSION AT 6:00 P.M.**

Motion by Matt Rohrbeck, second by John Stevenson. Motion carried.

**REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME**

The Department's Comp Time Report and the Expense & Revenue report, dated 6/30/2016, were presented to the Board.

Supervisor Kessler rejoined the meeting at 6:00 p.m.

**DISCUSSION ON COMP TIME REPORTING ITEM ON AGENDA**

Supervisor Kessler suggested setting a ceiling on the Department's comp time total, and if over, then bringing the comp time report to the Board, otherwise eliminating this standing agenda item. Discussion followed about time involved to create report by Accounting and value of report. The item will remain on the agenda.

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

HHS Director Dawn Woodard presented six addenda to the Board for approval.

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

Motion by Nancy Long, second by James Brooks. Motion carried.

Supervisor Kessler left the meeting at 6:13 p.m.

**AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT**

Aging & Disability Resource Center Director Becky Mulhern reported the ADRC has been working on the 5310 grant application in order to purchase new vehicles. A public hearing prior to the ADRC Board meeting on August 11 will allow for community input about the grant. The Car Fit workshop will be held on Tuesday, September 13, from 10-2:00. It is free and will be held in the parking lot of the Law Enforcement Center. The Caregiver Program has additional funding available for respite due to a new State law. Family Care and Iris is expanding to

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Adams, Florence, Forest, Oneida, Taylor and Vilas counties in the 3<sup>rd</sup> quarter of 2017, and then in the 1<sup>st</sup> quarter of 2018 the programs will expand into Dane County to complete the roll out which will eliminate over 500 adults from wait lists. Becky reported that the Soup, Salad, Sandwich bar grant ends in October at the Portage meal site. The ADRC continues to struggle locating more substitute meal site managers. The ADRC recently cohosted a diabetes class with Divine Savior Hospital, and are offering a new class – Living Well with Chronic Conditions – starting in September through a collaboration with Dodge County. The recruitment for the ADRC Assistant Director continues, and the agency continues to work on planning for the Alzheimer’s Walk in September, the ADRC 2017 budget, and open enrollment which runs from October 15 through December 7.

**HEALTH OFFICER’S REPORT**

Public Health Officer Susan Lorenz distributed a packet of materials and highlighted the 4<sup>th</sup> annual Walk for Hope sponsored by Prevent Suicide Coalition of Columbia County. The event will be at the Portage High School track Saturday, September 24, beginning at 10:00 a.m. The registration fee is \$10 and includes a free t-shirt. Susan also highlighted a Save a Life poster promoting QPR training opportunities in the community. Question, Persuade, Refer is an evidence based response to people at risk of suicide. So far in Columbia County, over 1000 people have been trained. Training is free and available to businesses, civic groups, and churches. If people are interested in hosting a training, they can contact Sara Jesse at the WI Community Action Council.

**TRAINING REQUESTS**

None.

**ACTION ON REPLACEMENT REQUEST FOR BHLTS DIVISION ADMINISTRATOR**

Director Woodard presented a replacement request for the Behavioral Health & Long Term Support Division Administrator position currently filled by Shannon Robinson who has resigned. There is money available in the budget for this position.

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

Motion by Tom Drury, second by Cathy Brunt. Motion carried.

**ACTION ON HHS DEPARTMENT’S 2017 BUDGET**

Due to time constraints, the Board agreed to table the discussion and approval of the budget and hold a special meeting instead on Monday, August 8 at 1:00 p.m. to address the 2017 HHS budget.

**MOTION: TO RECOMMEND TABLING THE AGENDA ITEM.**

Motion by James Brooks, second by Matt Rohrbeck. Motion carried.

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**DIRECTOR'S REPORT**

Health & Human Services Director Dawn Woodard reviewed all current openings and the progress of recruitment for all vacancies within HHS. Director Woodard reminded the Board members to review a link for Kids Data Count, <http://datacenter.kidscount.org/> which she sent to them in an email so they can review how Columbia County measures up to other counties and the State averages.

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

Motion by Nancy Long, second by John Stevenson. Motion carried.

**NEXT MEETING DATE**

The board will next convene on Monday, August 8 at 1:00 p.m. at Health & Human Services to review the 2017 Department budget.

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Thursday, September 1, 2016 at 4:15 p.m.

**ADJOURNMENT**

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT  
6:37 p.m.**


Motion by Tom Drury, second by Matt Rohrbeck. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Thursday, September 1 2016, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,



Matthew Rohrbeck, Secretary  
Col. Co. H & HS Board



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

cc: County Board Chair Gove  
County Board 1<sup>st</sup> Vice Chair Cupery  
County Board 2<sup>nd</sup> Vice Chair Foley

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