



COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING THURSDAY, NOVEMBER 3, 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 Vice Chair Kevin Kessler. The meeting was publicly noticed, and County Board Chair Vern Gove secured a quorum.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: John Stevenson; Kevin Kessler; Dr. Kenneth Oh; Tom Drury. Matt Rohrbeck arrived at 4:22 p.m.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Nancy Long, Teresa Sumnicht.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: Cathy Brunt; James Brooks.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Becky Mulhern; Katie Day; Jessica Gilbert; Kathy Cummings; Susan Lorenz; Gretchen Halvorsen.

OTHERS: Vern Gove County Board Chair; Mary Cupery County Board 1st Vice Chair; Joe Ruf, Corp Counsel; Cathy Karls, Accounting; Lynn Jerde, Portage Daily Register.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE NOVEMBER 3, 2016 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Tom Drury, second by John Stevenson. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE OCTOBER 6, 2016 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by John Stevenson, seconded by Tom Drury. Motion carried.

INTRODUCTION OF NEW STAFF

Director Woodard introduced Crisis Coordinator Jessica Gilbert from the Division of Behavioral Health & Long Term Support. Jessica shared her background experience with the Board.

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**DIVISION OF SUPPORT SERVICES PRESENTATION: KATHY CUMMINGS,
CLERK TYPIST**

Kathy Cummings, DSS Clerk Typist presented information on the Community Resource Guide, HHS Department Newsletter and Consumer Surveys, three tasks that she is responsible for in the Department. Discussion followed about distribution of the information electronically and in hard copy. Kathy shared her background work experience and described what a typical day is like in her position.

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report, dated 9/30/2016, were presented to the Board.

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

HHS Director Dawn Woodard presented two new contracts and six addenda to the Board for approval.

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

Motion by Tom Drury, second by John Stevenson. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

Aging & Disability Resource Center Director Becky Mulhern reported that the ADRC has still not heard if they have received the 5310 grant which was applied for earlier this year. The ADRC will be holding a public hearing on Thursday, December 1 at 2 p.m. for the 85.21 grant application prior to the ADRC Board meeting that same date. Becky reported that there are still new client openings available for the Alzheimer's Family Caregiver Support group if anyone is interested. The next Caregiver Retreat is scheduled for Monday, November 7 at 12:00 p.m. at Bethlehem Lutheran Church in Portage. The ADRC continues to recruit for meal site managers and drivers. The waitlist policy still has not been implemented so far this year for the home delivered meal program. The ADRC is currently offering a Powerful Tools for Caregivers course and will begin a Stepping on Falls Prevention course in Lodi next week. The APS workers and TRIAD held a Trivia and Treat Day last Saturday which was well attended. Open Enrollment for Medicare started on October 15 and runs through December 7. Becky reported that the ADRC was approved for the final year of the MIPPA grant to complete activities that expand services for the Elder Benefit Specialist Program and the State Health Insurance Plan. Becky also reported that the new Assistant ADRC Director Ashley Jahn is working out nicely and is getting acquainted with all of the services that the ADRC provides. The ADRC Board continues to recruit for new Board members. If anyone is interested in being on the Board, they should contact Becky.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported that the Tobacco Control workshop scheduled for November 15 at the LEC building will be at noon that day, instead of 6 p.m. A free lunch will be

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served during the presentation. Susan reviewed the Public Health Status report from the State and shared statistics about Columbia County's profile.

ACTION ON REPLACEMENT REQUEST FOR PUBLIC HEALTH NURSE

Director Woodard presented a replacement request for a Public Health Nurse position. The vacancy is due to the retirement of Barb Salna in January. There is money available in the budget for this position.

MOTION: TO APPROVE THE REPLACEMENT REQUEST AS PRESENTED.

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

ACTION ON COMMUNICABLE DISEASE FUNDING RESOLUTION

Director Woodard presented a resolution supporting communicable disease control for the health of Columbia County's population.

MOTION: TO APPROVE THE COMMUNICABLE DISEASE CONTROL RESOLUTION AS PRESENTED.

Motion by Tom Drury, second by Dr. Oh. Motion carried.

TRAINING REQUESTS

None.

ACTION ON USE OF POP FUNDS FOR NEW MICROWAVE

Director Woodard requested the use of money from the Pop Fund to replace one of the microwaves in the Lunch Room.

MOTION: TO APPROVE THE USE OF POP FUNDS TO PURCHASE A MICROWAVE FOR THE LUNCH ROOM.

Motion by Dr Oh, second by Kevin Kessler. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard updated the Board on the CSP program transition. Two consumers are being transitioned each week in November for a total of ten, and then the team will review the pace at the end of the month. Journey Mental Health held an Open House at their new offices in Portage last Friday which was well attended. Columbia County received a State grant to work with the Alzheimer's Dementia Alliance of WI to focus on crisis services for people with dementia. The grant money will be used to offer training by Dr. Robert Smith for first responders such as EMTs, fire, police, and crisis workers on how to recognize and how to respond to individuals in crisis who have dementia or Alzheimer's. Staff from Marquette County and Sauk County will be joining in the training as well. Director Woodard provided an update on the SAMHSA grant reporting that the work plan has been submitted and is currently being reviewed by the State. Tellurian has staff ready to go. Once the funds are released, the

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program should be able to start up in about a month's time. Director Woodard reported that a candidate for the BHLTS Division Administrator's position participated in a job shadow yesterday at the agency. A hiring decision will be made next week on the position.

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

Motion by Tom Drury, second by John Stevenson. Motion carried.

NEXT MEETING DATE

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

Director Woodard reported that she will not be able to attend the December 1 Health & Human Services Board meeting due to a scheduling conflict. The Board chose to keep the meeting schedule and have Director Woodard appoint a substitute for the meeting.

ADJOURNMENT

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
5:33 p.m.**

Motion by Matt Rohrbeck. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Thursday, Dec 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 1st Vice Chair Cupery
County Board 2nd Vice Chair Foley

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