

COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, NOVEMBER 18, 2014

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; Matt Rohrbeck; Brad Basten; Fred Teitgen; Tom Drury; Dr. Kenneth Oh.

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; Tracy Lehman, Accounting; Rachel Robertson.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE NOVEMBER 18, 2014 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Fred Teitgen, second by Susanna Bradley . Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE OCTOBER 21, 2014 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Susanna Bradley, seconded by Kirk Konkell. 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 9/30/14.

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

Health & Human Services Director Dawn Woodard presented eight addenda to the Board for approval.

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

Motion by Brad Basten, second by Susanna Bradley. Motion carried.

AGING & DISABILITY RESOURCE CENTER

Aging & Disability Resource Center Director Becky Mulhern reported the completion of Columbia County's 2013-2015 Annual Aging Report to GWAAR (Greater Wisconsin Agency on Aging Resources, Inc). The ADRC staff has attended 6 different outreach events in the last month to educate the community about what the ADRC offers. The MIPPA Grant was submitted for 2013-2017 and will be awarded by the end of December. The funds are used to help support people in choosing Medicare plans, Senior Care, and preventative health workshops. The WIS DOT 85.21 Grant application is due by the end of the year and there will be a public hearing on December 18th at 9:00 to answer any questions about the application prior to the ADRC Board meeting that day. The 85.21 grant is used to help fund the Transportation Program. The ADRC was awarded both WIS DOT 5310 Grants submitted and the funding will be used for a Mobility Manager and 2 wheelchair accessible vehicles. The ADRC has been receiving feedback that residents are noticing the ADRC commercials, paid for by the State of Wisconsin, and this has lead to an increase in the number of phone calls to the ADRC. Work is continuing to be done to have a more structured Volunteer Program. The ADRC is looking at areas of need and ensuring current volunteer hours are being tracked. The ADRC has been getting approximately 2 applications a month. The ADRC recently completed a successful collaboration of the Stepping on Workshop that was co-sponsored with Sauk County in Wisconsin Dells. Eleven individuals took the class. Another co-sponsored class in 2015, in the Dells, is being planned. The Portage Congregate Meal Program will temporarily be moved again to a new location while remodeling is being completed in the Portage City Hall. There are still vacancies on the ADRC Board and the TRIP Transportation Council. Suggestions for new members may be made to Becky and the need is for someone with mental health experience. Advertising will begin soon for the Assistant ADRC Director position vacancy.

ACTION ON APPOINTMENT TO TRIP TRANSPORTATION COUNCIL - MINDI MILLER

MOTION TO APPROVE MINDI MILLER TO TRIP TRANSPORTATION COUNCIL.

Motion by Susanna Bradley, second by Matt Rohrbeck. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported receiving \$7000 of grant funding for HPV vaccine education. Dane, Dodge, and Jefferson counties also received funding. The money will be used to target providers to increase knowledge of HPV vaccine and help increase opportunities to discuss the vaccine with kids and parents while in the doctor's office. Some of the money will also be used to educate the public about the vaccine and its effectiveness. All educational materials for the program have been preapproved by the CDC. Susan also reported that the Columbia County WIC program was chosen to participate in the WIC Nutrition Education

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Study, funded by the USDA, to better understand how WIC educates participants and how the educational component effects WIC participants.

AGENT STATUS

Susan reported that she sent out over 400 letters to Columbia County food vendors about the HHS Board exploring Agent Status and highlighting benefits and proposed fee increases. Susan provided a list of types of state Food Safety Regulation & Licensing (FSRL) permits with the proposed fees of 10% across the board, and presented the feedback from each of the permit type businesses that replied to her letter. Susan also presented the list of Department of Agriculture, Trade & Consumer Protection (DATCP) vendor permits and reviewed the comments from those permit holders. Susan reported that currently 56 counties and cities have agent status in the state. Susan also shared a letter from the WI Grocers Association which was in opposition to the agent status. Overall comments were favorable. Susan discussed benefits to becoming agent status: education, local relationship with vendors, and yearly inspections. The HHS Board recommended the following next steps to Susan: draft a resolution approving the agent status for Columbia County, prepare a presentation for the full County Board for their December meeting, send a response letter to all Columbia County members (13) of the WI Grocers Association offering to meet and discuss agent status with them, and forward a copy of that same letter to all County Board Supervisors to make them aware of the issue and to educate them about it.

MOTION: TO RECOMMEND THAT THE PUBLIC HEALTH OFFICER DEVELOP A RESOLUTION TO MOVE FORWARD ON AGENT STATUS.

Motion by Fred Teitgen, second by Susanna Bradley. Motion carried.

TRAINING REQUESTS

None.

ACTION ON OUT OF STATE TRAVEL – STACY DAVENPORT, SOCIAL WORKER

Director Woodard made a request to send Social Worker Stacy Davenport to the annual conference of the National Association of Drug Court Professionals held in Maryland July 27-30, 2015, to be paid for by the Treatment Alternatives and Diversion grant that the county received. The State is recommending the participation. Total cost from the grant budget would be \$2,483 for the social worker plus 4 additional staff from other departments covered under the grant.

MOTION: TO RECOMMEND APPROVAL OF THE OUT OF STATE TRAVEL AS PRESENTED AND TO BE PAID FOR FROM THE TREATMENT ALTERNATIVES AND DIVERSION GRANT.

Motion by Brad Basten, second by Susanna Bradley. Motion carried.

ACTION ON USE OF POP FUND FOR DEPARTMENT HOLIDAY PARTY

Director Woodard shared the invitation for the HHS Department's holiday party and encouraged participation by the Board members. Director Woodard requested permission to use money from the Pop Fund to pay for the event.

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MOTION: TO APPROVE USE OF POP FUND MONEY FOR THE DEPARTMENT'S HOLIDAY PARTY.

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

ACTION ON CLOSING HHS DEPARTMENT ON TUESDAY, DECEMBER 16 FOR HOLIDAY PARTY

Director Woodard requested permission to close the office on Tuesday, December 16 from 3-4:30 p.m. for the HHS Department's holiday party.

MOTION: TO APPROVE THE CLOSURE OF HHS ON TUESDAY, DECEMBER 16 FROM 3-4:30 P.M. FOR THE DEPARTMENT'S HOLIDAY PARTY.

Motion by Matt Rohrbeck, second by Brad Basten. Motion carried

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reminded Board members about the \$100 in training money available to the Board for conference and workshops. The money has not been spent yet this year. Director Woodard shared the client survey available in the HHS waiting rooms and online. The Board recommended the survey be available in Spanish too. Director Woodard presented a Children's Protective Services (CPS) graph demonstrating the increase of overall referrals as well as same day/24-48 hour response referrals so far this year. A meeting with staff was recently held to address the increased workload, and to find solutions for addressing it such as allowing overtime, utilizing technology, loading forms on mobile devices that require signatures, repurposing social workers from other divisions, using interns available to ease workloads. Director Woodard reported on a recent collaboration between Public Health (PH) and Behavioral Health & Long Term Support (BHLTS) using maternal child health funding, to send mobile staff to Mental Health First Aid training. Director Woodard advised that open enrollment started last weekend for the Affordable Health Care Act. Director Woodard also reported on plans for the 2 CTS positions approved in the 2015 budget, which includes holding a retreat next week, with an outside consultant, to work through the planning of transitioning clients.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

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

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, December 16, 2014, at 9:00 a.m.

ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 11:05 A.M.

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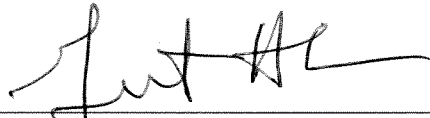
Motion by Susanna Bradley, second by Matt Rohrbeck. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, December 16, 2014, 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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