

COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, DECEMBER 13, 2017

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 11:04 a. m., by Vice Chair Kevin Kessler. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Nancy Long; Kevin Kessler; John Stevenson; Susanna Bradley; Bev Muhlenbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Teresa Sumnicht; Matt Rohrbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: Tom Drury; James Brooks.

HEALTH & HUMAN SERVICE STAFF PRESENT: Katie Day; Clint Starks; Becky Mulhern; Susan Lorenz; Gretchen Halvorsen.

OTHERS: Mary Cupery, Columbia County 1st Vice Chair; Cathy Karls, Accounting; Dr. Michael Walters.

Nancy Long remains the Acting Secretary for today's meeting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE DECEMBER 13, 2017 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Susanna Bradley, second by John Stevenson. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE NOVEMBER 8, 2017 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Nancy Long, second by Susanna Bradley. Motion carried.

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report dated 10/31/2017 were presented to the Board.

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

Division of Children & Families Administrator Katie Day presented thirty-six 2018 contracts, nine addenda, and four MOUs to the Board for approval.

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

Motion by Bev Muhlenbeck, second by John Stevenson. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

ADRC Director Becky Mulhern reported the ADRC is currently working on the 3-Year Aging Plan and the 5-Year Transportation Plan, both which are due in 2018. Becky distributed a questionnaire to all attendees to get feedback about the ADRC's nutrition program, the transportation program and feedback about what older individuals in the community are in need of. Becky reported the ADRC has begun working with Angels Loving Care which is the agency replacing services previously received from Northwoods, Inc. The Wait List for the HDM program still has not been initiated. Becky reported that Northwest Connections has been trained to cover APS calls during evening and weekend hours. May 16 is the date of the next Aging Advocacy event at the capitol in Madison. Becky reported that the Silver Alert program has now been added to the sign alerts along the interstate for seniors who have dementia and wander away from home. The alerts have also been added to lottery terminals around the state. Becky reported the nutrition program is still looking for volunteer drivers for a couple of sites for the home delivered meals. Members are still needed for the Nutrition Advisory Council. The ADRC is collecting meal supplies for home delivered meal recipients until December 21 so that the meals can be given to recipients to save incase home delivered meals are canceled due to severe winter weather. Becky advised the Board that Open Enrollment ended last week and that tax appointment scheduling will begin soon. The ADRC will be holding an Open House in January to celebrate the 10th anniversary of the ADRC in Columbia County.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz advised the Board members present that flu shots were still available through the Division of Health. Susan reported that the Columbia County Public Health Needs Assessment has been completed and is available on the County's website for review. Two goals were identified from the assessment which the Public Health staff and the community will focus on during the next 5-year plan. One goal is to reduce alcohol and other drugs in Columbia County, and the second goal is to improve mental health/behavioral health services for children and adults. Susan reported that a 5-Year Community Health Improvement Plan will now be developed as a result of these two goals for the community and will be shared with the HHS Board and all of the community in the near future. The goals will be addressed in the community through two existing coalitions – the Prevent Suicide Columbia County Coalition, and the Prevent and Respond Columbia County (PARCC). Susan also informed the Board on the latest round of tobacco sales compliance in Columbia County through the WI Wins program reporting that of 55 sale attempts, only 11% of stores sold to underage youth.

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ACTION ON REPLACEMENT REQUEST FOR DCF SOCIAL WORKER

Katie Day presented a replacement request for a Division of Children & Families Social worker due to the pending retirement of Karren Alden. Katie did indicate that there may be internal candidates for the position. There is money available in the budget for this request.

MOTION: TO RECOMMEND APPROVAL OF THE REPLACEMENT REQUEST FOR THE DCF SOCIAL WORKER POSITION AND TO FILL UNTIL FULL.

Motion by Susanna Bradley, second by Nancy Long. Motion carried.

ACTION ON OUT OF STATE TRAVEL REQUEST FOR BHLTS SOCIAL WORKERS

Behavioral Health and Long Term Services Division Administrator Clint Starks presented a request for two social workers to attend the National Prescription Drug Abuse & Heroin Summit being held in Atlanta, Georgia on April 2-5, 2018. The cost of the trip, a total of \$3,878, will be paid for from a Prevention for Success grant received by Prevention and Response Columbia County (PARCC). Clint advised there still remains a question about how overtime will be handled for the trip. The Board expressed skepticism that overtime should be granted since it is a privilege to be able to attend such a high profile training event. The Board also expressed the desire to see that the attendees bring information back from the training event and share it with the rest of the staff.

MOTION: TO APPROVE THE OUT OF STATE TRAVEL REQUEST AS PRESENTED.

Motion by Susanna Bradley, second by Bev Muhlenbeck. Motion carried.

ACTION ON USE OF POP FUNDS FOR MICROWAVE PURCHASE

Katie Day presented a request to purchase a new microwave for the Lunch Room, to be paid for from the Pop Fund. The previous microwave quit working.

MOTION: TO APPROVE THE PURCHASE OF A NEW MICROWAVE OVEN FOR THE LUNCH ROOM, TO BE PAID FOR FROM THE POP FUND.

Motion by Susanna Bradley, second by Bev Muhlenbeck. Motion carried.

TRAINING REQUESTS

None.

DIRECTOR'S REPORT

Katie Day presented the Director's Report as HHS Director Dawn Woodard was not available for today's meeting. Katie reported that the Department has been accepted into the Fostering Futures cohort with a kick off conference for the 2-year commitment on January 8 & 9. Fostering Futures allows the Department to get support from national Trauma Informed Care specialists so that we can more effectively spread the initiative department-wide and then across the community. Dialogue with Dawn sessions have been completed for 2017 and will continue in 2018. The management staff is in the process of reviewing the Strategic Plan with feedback

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from staff that was collected at the All Staff meeting in November.

Dr. Michael Walters, the newest Community Member to the Board, arrived at the meeting and was introduced by Vice Chair Kevin Kessler. Dr. Walters provided background information to the Board.

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

Motion by Susanna Bradley, second by Nancy Long. Motion carried.

NEXT MEETING DATE

The Board discussed the continued struggle of setting a time for the HHS Board meetings in which all Board members can attend. The group agreed to a new start time of 1:00 p.m. for the January 10, 2018 meeting, on a trial basis, to see how that time works for everyone.

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, January 10, 2018 at 1:00 p.m.

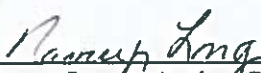
ADJOURNMENT

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
12:03 P.M.**

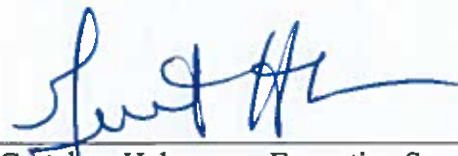
Motion by Nancy Long, second by John Stevenson. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Wednesday, January 10, 2018, at 1:00 p.m. in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,



Nancy Long, Acting 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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