

COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, DECEMBER 15, 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; Brad Basten; Matt Rohrbeck; Dr. Kenneth Oh.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Susan Lorenz; Becky Mulhern; Kelly Krueger; Katie Day; Chelsey Schoenberger; Gretchen Halvorsen.

OTHERS: Lyn Jerde, PDR; Norbert Flemal; Cathy Karls, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE DECEMBER 15, 2015 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 NOVEMBER 17, 2015 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

ADRC PRESENTATION: KELLY KRUEGER, ELDERLY BENEFITS SPECIALIST

Kelly Krueger, Elderly Benefit Specialist in the ADRC presented information about services she provides to people 60 and older. She distributed a copy of her PowerPoint presentation and a brochure highlighting the program.

DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report, dated 10/31/2015, were presented to the Board.

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

Director Dawn Woodard presented four new contracts, five addenda, two MOUs, one new 2016 contract to the Board for approval.

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

Motion by Susanna Bradley, second by Tom Drury. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

Aging & Disability Resource Center Director Becky Mulhern reported that ADRC staff attended the Divine Savior Women's Night Out Event with over 300 participants. The Scam Awareness event took place at the Portage City Hall, hosted by the ADRC staff and Portage Police Department. Forty-five people attended. The grant piloted Soup/Salad/Sandwich Bar is slated to begin at the Portage Meal Site on January 6 pending the elevator repair and the move back into the basement of the Portage City Hall. If the pilot goes well, it may be expanded to other meal sites. Becky reported that the ADRC will be hosting an intern from UW Oshkosh who will begin in February. Becky also reported on the long term care enrollments thus far in the year of 376 people enrolled in Care Wisconsin Family Care, 67 enrolled in Care Wisconsin Partnership Program, 32 enrolled with ContinuUs Family Care and 84 enrolled in the IRIS program. Becky advised the Board that the ADRC will be holding a public hearing on Thursday for the 85.21 grant application.

HEALTH OFFICER'S REPORT

Health Officer Susan Lorenz presented a Tobacco Free Coalition Year End Recap PowerPoint highlighting the coalition's accomplishments-Sustainability, Coalition Development, Youth involvement, education about other tobacco products, Wisconsin Wins, and smoke-free housing. Susan also highlighted the coalitions 2016 goals of smoke-free multi housing units, coalition building, sustainability, the FACT project, the SPARK project, environmental scans, Wisconsin Wins, e-cigarette education, and providing more resources in Columbia County with the help of Marissa Thomas the CDC associate.

TRAINING REQUESTS

None.

**ACTION ON RESOLUTION FOR MEDICATION ASSISTANCE RECOVERY
COORDINATOR**

Director Woodard presented an amended resolution supporting a Medication Assistance Recovery Coordinator. The amendment in the resolution specifies funding sources.

**MOTION: TO APPROVE THE RESOLUTION FOR A MEDICATION ASSISTANCE
RECOVERY COORDINATOR.**

Motion by Susanna Bradley, second by Tom Drury. Motion carried.

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ACTION ON JOB DESCRIPTION FOR MEDICATION ASSISTANCE RECOVERY COORDINATOR

Director Woodard presented a job description for the Medication Assistance Recovery Coordinator position. Discussion followed regarding duties, experience, and referral sources.

MOTION: TO ADD 3 YEARS RELATED EXPERIENCE IN JOB DESCRIPTION REQUIREMENTS.

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

MOTION: TO APPROVE THE AMENDED JOB DESCRIPTION.

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

ACTION ON POSITION REQUEST FOR MEDICATION ASSISTANCE RECOVERY COORDINATOR

Director Woodard presented a position request for the Medication Assistance Recovery Coordinator.

MOTION: TO APPROVE THE POSITION REQUEST FOR A MEDICATION ASSISTANCE RECOVERY COORDINATOR.

Motion by Tom Drury, second by Susanna Bradley. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard introduced new DCF Social Worker Chelsey Schoenberger. Director Woodard reported on recent audit results, specifically Birth to 3 receiving 100% compliance; the Office of Inspector General review of Prenatal Care Coordination files resulting in findings and awaiting final determination; and the CCS program which is in middle of a review with files recently submitted to the Office of Inspector General. Director Woodard reported that she has approved a 30-day unpaid leave for a DSS staff member due to a medical need. Open enrollment has begun for the Market Place and as a result the Capital Consortium has received over 1,000 applications due to direct referrals. Also, Sheboygan County was approved by the State to join the Capital Consortium officially as of 1/1/2016.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Cathy Brunt, second by Kirk Konkel. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, January 19, 2016 at 9:00 a.m.

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ADJOURNMENT

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
11:20 A.M.**

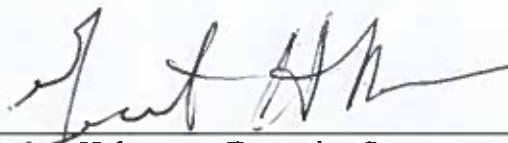
Motion by Fred Teitgen, second by Matt Rohrbeck. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, January 19, 2016, 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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