



COLUMBIA COUNTY

608-742-9227
FAX: 608-742-9700
TDD: 608-742-9229
E-MAIL: DHHS@co.columbia.wi.us
WEBSITE: www.co.columbia.wi.us

**Health and Human Services
2652 Murphy Rd**

Mailing Address: P.O. Box 136
Portage, WI 53901-0136

MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, JANUARY 14, 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 Mary Cupery. 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: Mary Cupery; Cathy Brunt, RN; Robert McClyman; Richard Boockmeier; Jim Bechen; Brad Basten; Susan Goethel.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Teresa Sumnicht.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Amy Ramsey; Gretchen Halvorsen.

OTHERS: County Board Chair Andy Ross; County Board Chair Elect Vern Gove; Lyn Jerde, Portage Daily Register; John Kinsler, Circles of Support; Cathy Karls, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JANUARY 14, 2014 HEALTH & HUMAN SERVICES BOARD AMENDED AGENDA.

Motion by Dick Boockmeier, second by Jim Bechen. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE DECEMBER 10, 2013 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Dick Boockmeier, second by Susan Goethel. Motion carried.

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Dawn Woodard reported on the Department's Comp Time Report, and presented the Expense and Revenue reports dated 11/30/13.

CIRCLES OF SUPPORT REPORT

John Kinsler presented the quarterly Circles of Support report. Discussion followed.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JANUARY 14, 2014 – PAGE 2**

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

Health & Human Services Director Dawn Woodard presented two 2014 contracts, one 2013 contract, seven 2014 addenda, and six 2013 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 Dick Boockmeier, second by Brad Basten. Motion carried.

COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER

COA/ADRC Director Amy Ramsey updated the Board on the hiring process of the COA Meal Site Managers now that they are county employees. Seven managers are needed and 4 have been hired thus far. Amy is hoping to complete the hiring process over the next two weeks. Amy distributed Congregate and Home Delivered Meals statistics for 2012 and 2013 to review. Amy also provided a mock up of a billboard ad for the ADRC, which will be displayed in several locations throughout the county soon. Amy advised that the ADRC Board and the COA will be holding a combined meeting on Thursday, January 14, at which, they will take action on a resolution and bylaws to combine the two bodies into one governing board. Amy also advised the board about a recent car accident involving a COA vehicle in which the vehicle was totaled. The COA driver was not at fault over the accident and the ADRC will be receiving an insurance settlement soon for the lost vehicle.

ACTION ON CHANGE OF SERVICE DAYS FOR LODI MEAL SITE

COA/ADRC Director Amy Ramsey presented a request to eliminate service days at the COA Lodi Meal Site Tuesday through Thursday due to poor attendance. The meal site has not provided Friday service for several years, and the only day that the site sees good attendance is Monday. The new Meal Site Manager has been working on a campaign over the last several months to increase attendance however elderly participants have expressed that they are only interested in having congregate meal service on Mondays. The site can always add additional days of service in the future if the community supports the need.

**MOTION: TO ELIMINATE COA MEAL SITE SERVICE AT THE LODI MEAL SITE
TUESDAYS THROUGH THURSDAYS, CONTINGENT UPON APPROVAL BY THE COA
AND ADRC BOARD AT THEIR COMBINED MEETING ON THURSDAY.**

Motion by Dick Boockmeier, second by Jim Bechen. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz was not in attendance at today's meeting. Health & Human Services Director Dawn Woodard reported that the Wisconsin Well Woman Program, a program offering cancer screenings to uninsured, low-income women, will no longer be providing service at Divine Savior Hospital after June 30, 2014. Per State policy, the screenings will be offered at larger medical facilities. The program provides transportation assistance.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JANUARY 14, 2014 – PAGE 3**

TRAINING REQUESTS

None.

ACTION ON INCREASE IN HOURS FOR RESTITUTION & COMMUNITY SERVICE COORDINATOR

Director Woodard presented a request to increase work hours for the Restitution & Community Service Coordinator from 1/1/2014 through 9/30/2014, by 5 hours per week, for a total of \$5,626.60, to be paid for from a Department of Justice grant.

MOTION: TO APPROVE THE INCREASE OF WORK HOURS FOR THE RESTITUTION & COMMUNITY SERVICE COORDINATOR AS PRESENTED.

Motion by Dick Boockmeier, second by Susan Goethel. Motion carried.

REVIEW OF PROPOSED MENTAL HEALTH BILLS IN STATE LEGISLATURE

Director Woodard distributed a list and description of assembly bills being considered by the State Legislature as a result of the Speaker's Task Force on Mental Health. Discussion followed. Director Woodard also included information on assembly bills currently being considered that relate to heroin addiction.

UPDATE ON SECURITY CAMERAS IN HHS BUILDING

Director Woodard reported that the monitors for the security cameras in the building have been installed. Per a discussion with MIS Director John Hartman, Director Woodard did confirm that real time monitoring of the cameras by the Sheriff's Department is not possible due to the microwave technology being used by the Department to transfer information from the HHS building to other county buildings.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported that she has met with Carlson Dettman representatives about the JDQs that were submitted by HHS staff to their agency for the salary study. Director Woodard reported that she and Gretchen Halvorsen will be participating in a HIPAA Compliance Gap Analysis, along with the MIS Department and the Columbia County Care Center. MIS has contracted with 3 Pillars to perform the study. A final report along with recommendations, is due by April 30. Director Woodard informed the Board that one of the Department's credit card numbers was recently stolen and used fraudulently. The card has been canceled and false charges removed by the credit card company.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Jim Bechen, second by Dick Boockmeier. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, February 11, 2014, at 9:00 a.m.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
JANUARY 14, 2014 – PAGE 4**

ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
10:55 A.M.

Motion by Jim Bechen, second by Bob McClyman. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, February 11, 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 Ross
Chair Elect Gove

gh