

COLUMBIA COUNTY

Health and Human Services
2652 Murphy Rd

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

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

MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, SEPTEMBER 10, 2013

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:30 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; Teresa Sumnicht; Cathy Brunt, RN; Robert McClyman; Richard Boockmeier; Jim Bechen.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Brad Basten; Susan Goethel.

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

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

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE SEPTEMBER 10, 2013 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 AUGUST 13, 2013 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD; AS WELL AS THE JULY 9, 2013 MINUTES OF THE COMMISSION ON AGING MEETING.

Motion by Dick Boockmeier, second by Bob McClyman. Motion carried.

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Dawn Woodard presented the Department's Comp Time Report, as well as the Expense and Revenue reports dated 7/31/13.

CIRCLES OF SUPPORT REPORT

John Kinsler, Circles of Support, distributed a status report to the Board. Discussion followed.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 10, 2013 – PAGE 2**

**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.

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

Motion by Dick Boockmeier, second by Cathy Brunt. Motion carried.

COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER

COA/ADRC Director Amy Ramsey reported that the new Family Care provider Continu-Us has enrolled 3 participants in Columbia County. Amy reminded Board members about the Health & Wellness Expo set for Thursday, September 26, beginning at 9:00 a.m. at Bethlehem Lutheran Church in the fellowship hall. Director Ramsey also reminded the Board members of the transportation planning meeting on Monday, September 30 at the LEC, from 9-3. Amy also announced that the COA and ADRC will be continuing the discussion about combining the governing boards over the next several months.

ACTION ON 2014 RATE FOR MEDICAL TRANSPORTATION

COA/ADRC Director Ramsey distributed a handout and reported that the COA approved a rate increase for transportation for the elderly and disabled to \$3.50 from \$3.00 for a round trip within a 10 mile radius of the client's resident, as well as \$0.35 per mile for trips over 10 miles. The COA also approved increasing the medical transportation rate charged to community based long term care programs from \$1.10 to \$1.29 per mile. Discussion followed.

MOTION: TO APPROVE THE TRANSPORTATION RATES AS PRESENTED.

Motion by Dick Boockmeier, second Cathy Brunt.

ACTION ON 2014 MEAL COST RATE FOR THIRD PARTIES

Director Ramsey distributed a handout and reported that the COA approved a rate increase for COA congregate meals from \$11.99 to \$13.01 and a home delivered meal rate of \$8.12 down to \$7.86. These prices are for individuals under 60 years of age or for community based long term care program participants.

MOTION: TO APPROVE THE MEAL COST RATES AS PRESENTED.

Motion by Dick Boockmeier, second by Teresa Sumnicht. Motion carried.

ACTION ON UW MILWAUKEE STUDENT INTERN

Director Woodard presented a request for the ADRC to host a UW Milwaukee social worker student for a 3 semester internship, for approximately 18 hours per week.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 10, 2013 – PAGE 3**

MOTION: TO APPROVE INTERNSHIPS FROM THE UW MILWAUKEE SOCIAL WORK PROGRAM.

Motion by Teresa Sumnicht, second by Dick Boockmeier. Motion carried.

ACTION ON TEMPORARILY CLOSING MEAL SITES

Director Ramsey distributed a status report on four of the COA meal sites that are currently experiencing critical operation challenges due to sudden resignations and employee leaves. Coupled with severely low or no attendance numbers for congregate meals, Director Ramsey proposed temporarily closing the Cambria and Lodi meal sites. The Lodi site currently is without a manager and attendance for congregate meals only occurs on Mondays. The site is currently open Monday through Thursday therefore Director Ramsey recommended temporarily closing the Lodi Meal Site Tuesday through Thursday and delivering the home delivered meals for the Lodi area from the Poynette Meal Site Tuesday through Friday. Director Ramsey also reported that the Cambria Meal Site has had no congregate participation in over 8 months. Currently, all of the home delivered meal recipients served out of Cambria are located in Friesland and Randolph. Amy advised that Feil's Catering has tentatively agreed to make these deliveries directly from their restaurant in Randolph. Therefore, Director Ramsey proposed temporarily closing the Cambria meal site. Director Ramsey stressed that she is interested in working with all four communities to sustain and enhance their COA meal site programs however, due to the current challenges of each site and in order to be fiscally responsive, this decision is the most prudent at this time. Director Ramsey advised the Board that the COA approved the temporary closures at their meeting earlier in the day.

MOTION: TO TEMPORARILY CLOSE THE LODI AND CAMBRIA MEAL SITES AS PRESENTED AND TO REVISIT THE CLOSURES AT THE NOVEMBER BOARD MEETING.

Motion by Dick Boockmeier, second by Teresa Sumnicht. Motion carried. Not unanimous.

HEALTH OFFICER'S REPORT

Public Health Office Susan Lorenz reminded the Board about the Signs of Suicide Walk for Hope Benefit scheduled for Sunday, September 29, beginning at 1:00 p.m. at the Indian Agency House in Portage. Susan notified the Board that flu shots are available to the public, beginning today and will be offered to county employees also. Susan reported on a tabletop exercise that she will be attending on September 19 along with three other counties to discuss a food borne outbreak scenario in the Wisconsin Dells area.

TRAINING REQUESTS

None.

ACTION ON REPLACEMENT REQUEST

Director Woodard presented a request to replace a Public Health nurse due to a resignation and pending vacancy. There is money available in the budget for the position.

**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 10, 2013 – PAGE 4**

MOTION: TO APPROVE THE REPLACEMENT REQUEST AS PRESENTED.

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

**DIVISION OF SUPPORT SERVICES PRESENTATION - GRETCHEN HALVORSEN,
DIVISION ADMINISTRATOR**

Gretchen provided handouts of statistics and job responsibilities assigned to her Division. Gretchen also discussed the workload impact on staff of future initiatives such as the Affordable Health Care Act taking effect October 1. Discussion followed about statistical reporting and the use of it to demonstrate the need for higher staffing levels.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported on a leadership series that she and the Division Administrators will be involved in over the next several months. The series will be facilitated by a staff person from Madison College. Director Woodard notified the Board about an upcoming meeting with the Pauquette Center to discuss changes to future contracts in the Behavioral Health arena. Deb Millman, Behavioral Health & Long Term Support Division Administrator will also be in attendance at the meeting. Director Woodard reported on the progress of the Department's Safety Committee being cochaired by Susan Lorenz and Gretchen Halvorsen. Director Woodard also informed the Board of the Department's budget hearing appearance scheduled for September 17 at 10:45.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Dick Boockmeier, second by Teresa Sumnicht. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, October 8, 2013, at 9:00 a.m.

ADJOURNMENT

HHS Board Chair Mary Cupery appointed Teresa Sumnicht as Acting Secretary for today's meeting due to Secretary Brad Basten not being in attendance.

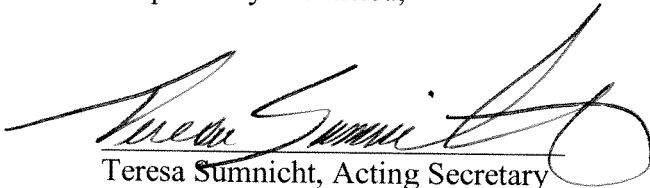
MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
11:55 A.M.

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


**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
SEPTEMBER 10, 2013 – PAGE 5**

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, October 8, 2013, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,



Teresa Sumnicht, Acting Secretary
Col. Co. H & HS Board



Gretchen Halvorsen, Executive Secretary
Col. Co. Health & Human Services Dept.

cc: Chair Ross
Chair Elect Gove

gh