



COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING TUESDAY, APRIL 12, 2011

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 Timothy O'Neil, MD. 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: Timothy O'Neil, MD; Mary Cupery; Teresa Sumnicht; Jan Gardner, RN; Richard Boockmeier; Robert Lane; Charles Boursier, MD; Susan Goethel; Robert McClyman.

HEALTH & HUMAN SERVICE STAFF PRESENT: Erik Pritzl; Susan Lorenz; Gretchen Halvorsen.

OTHERS: Assemblyman Keith Ripp; Lyn Jerde, Portage Daily Register; Cathy Karls, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS/PUBLIC COMMENT

MOTION: TO APPROVE THE APRIL 12, 2011 HEALTH & HUMAN SERVICES BOARD AGENDA.

Assemblyman Keith Ripp was invited to attend today's meeting to listen to input about the State's proposed budget and its impact on local government. He was not in attendance at the meeting to address any specific issue and therefore was not listed in connection with any agenda item.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 8, 2011 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Mary Cupery, second by Dick Boockmeier. Motion carried.

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 4/1/11. The Expense and Revenue reports, dated 2/28/11 were also presented.

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

Health & Human Services Director Erik Pritzl presented seven contracts, four 2011 addenda, and one 2010 addenda to the Board for approval.

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

Motion by Dick Boockmeier, second by Jan Gardner. Motion carried.

COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER

ADRC/COA Director Sue Lynch was unavailable for today's meeting. In her place, Health & Human Services Director Erik Pritzl reported that the ADRC had 9 enrollments in March, 23 enrollments from January through March, and currently in Columbia County there are 411 enrolled in a MCO or are self directed. Director Pritzl reported that the Volunteer Breakfast was held on April 5 with approximately 80 participants, with 5,569 total hours of volunteerism.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz distributed copies of the NALBOH (National Association of Local Boards of Health) Newsletter. Susan reported on a new program in conjunction with the UW-Extension and local pharmacies called Get the Meds Out which provides a depository system for old medications so that they do not get into the wrong hands or cause a problem with the environment. Thirty-six counties in WI are involved in the program, and information about the program is also distributed at Senior Centers. Board members suggested that other information distribution sites for the program include funeral homes and elderly congregate meal sites. Susan provided an update on the Tobacco Free Coalition for Dane & Columbia Counties. The program saw 56 compliance checks in Columbia County in 2010 with a compliance rate among vendors of 98%, up from the 2009 rate of only 79% compliance. Susan distributed the County Health Rankings report from the State and lead the group in a review and discussion about the findings in the report. For more detailed information, citizens can view the entire report at www.countyhealthrankings.org/wisconsin.

ACTION ON PUBLIC HEALTH RESOLUTION – NATIONAL PUBLIC HEALTH WEEK, APRIL 4-10

Director Pritzl presented the Board with a resolution proclaiming the week of April 4-10 National Public Health Week in Columbia County, with a theme of No Accident: Live Injury-Free.

MOTION: TO APPROVE THE PUBLIC HEALTH RESOLUTION PROCLAIMING APRIL 4-10, 2011 AS NATIONAL PUBLIC HEALTH WEEK.

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

ACTION ON RESOLUTIONS – RETIREES

Health & Human Services Director Erik Pritzl presented seven resolutions recognizing the

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retirements of 6 employees in the month of March 2011 and one employee who retired in October 2010.

MOTION: TO APPROVE THE RESOLUTIONS PRESENTED RECOGNIZING THE RETIREMENTS OF THE SEVEN HEALTH & HUMAN SERVICE EMPLOYEES.

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

TRAINING REQUESTS

None.

ACTION ON REPLACEMENT REQUESTS – ECONOMIC SUPPORT LEAD WORKERS (S) AND THE MH/AODA CONTRACT LIAISON

Director Pritzl presented a Replacement Request form for two Economic Support Lead Worker positions. The vacancies are due to retirements. Director Pritzl reported that the two retirements have severely impacted the workload of the remaining ES staff and case load levels are now in excess of 600 cases per worker. Director Pritzl advised that the proposed State budget directly impacts the future of the Economic Support Division staffing levels, and therefore, he is asking for approval to replace the positions, which are currently in the Department budget, but plans to move ahead slowly with the replacements, based on the final details of the approved State budget. Director Pritzl's request includes replacing until fully staffed if the positions are filled.

MOTION: TO RECOMMEND APPROVAL OF THE REPLACEMENT REQUESTS FOR TWO ECONOMIC SUPPORT LEAD WORKERS, TO FILL UNTIL FULLY STAFFED, AND TO DIRECT THE HHS DIRECTOR TO REPORT BACK TO THE BOARD IN MAY ON THE DECISION OF THE HUMAN RESOURCES COMMITTEE REGARDING THIS REQUEST.

Motion by Susan Goethel, second by Teresa Sumnicht. Motion carried.

Director Pritzl also presented a Replacement Request form for the Mental Health/AODA Contract Liaison, which is also vacant due to a retirement. This is an unrepresented position and in the current Department budget.

MOTION: TO RECOMMEND APPROVAL OF THE REPLACEMENT REQUEST FOR THE MENTAL HEALTH & AODA CONTRACT LIAISON, AND TO DIRECT THE HHS DIRECTOR TO REPORT BACK TO THE BOARD IN MAY ON THE DECISION OF THE HUMAN RESOURCES COMMITTEE REGARDING THIS REQUEST.

Motion by Mary Cupery, second by Susan Goethel. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl reported that he recently met with personnel from the Sheriff's Department to discuss contracting electronic monitoring services through them as was suggested by Board Member Bob Lane. Additional discussion needs to occur about providing this service for the juvenile population versus the adult population. Director Pritzl

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reported on a \$12,000 loss of vaccine in March due to a refrigerator malfunction during the night time hours. The County Clerk's office has been contacted about covering the loss through the County's insurance and a meeting has been scheduled with the Buildings & Grounds Department to discuss the follow up policy on the alarm system for the refrigerators that hold vaccine. Director Pritzl shared a report entitled Public Notification of a Child Death, Serious Injury or Egregious Incident, that the public can now sign up to receive by email from the Division of Safety & Permanence. The completion of this report triggers a review of the case by the State, and written findings result from the review. Director Pritzl reported that last year a similar case review concluded with findings by the State that the Division of Children & Families had an inadequate supervisory to worker ratio or staff shortage.

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

Motion by Bob Lane, second by Mary Cupery. Motion carried.

**ACTION ON RESIGNATION OF COMMUNITY BOARD MEMBER JAN GARDNER,
RN**

Health & Human Services Board Member Janet Gardner, RN presented a letter of resignation to Chair O'Neil.

MOTION: TO RELUCTANTLY ACCEPT THE RESIGNATION OF JANET GARDNER, RN.

Motion by Mary Cupery, second by Susan Goethel. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, May 10, 2011 at 9:30 a.m.

ADJOURNMENT

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
11:15 A.M.**

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

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, May 10, 2011, in the Brewer's Training Room of the Columbia County Health & Human Services Building, following the Commission on Aging meeting.

Respectfully submitted,


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


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