

# COLUMBIA COUNTY

608-742-9227  
FAX: 608-742-9700  
TDD: 608-742-9229  
E-MAIL: [DHHS@co.columbia.wi.us](mailto:DHHS@co.columbia.wi.us)  
WEBSITE: [www.co.columbia.wi.us](http://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, APRIL 10, 2012**

### **CALL TO ORDER**

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:00 a.m., by Vice 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; Richard Boockmeier; Charles Boursier, MD; Susan Goethel; Bob Lane; Robert McClyman..

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Timothy O'Neil, MD.

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

OTHERS: Andy Ross, County Board Chair Elect; Cathy Karls, Accounting.

### **AGENDA/ADDITIONS/ANNOUNCEMENTS/PUBLIC COMMENT**

MOTION: TO APPROVE THE APRIL 10, 2012 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

### **APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MINUTES OF THE MARCH 13, 2012 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Dick Boockmeier, second by Dr. Boursier. Motion carried.

### **DEPARTMENT BUDGET & COMPENSATORY TIME**

Health & Human Services Director Dawn Woodard presented the Department's Comp Time Report dated 4/6/12. The Expense and Revenue Summary reports, dated 2/29/12 were also presented.

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

Health & Human Services Director Dawn Woodard presented three new contracts, five 2012 addenda, thirty-three 2011 addenda and one MOU to the Board for approval.

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

Motion by Teresa Sumnicht, second by Cathy Brunt. Motion carried.

**COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER**

Health & Human Services Director Dawn Woodard reported that Joe Fortmann from Vilas County has been named the new ADRC/COA Director and will begin April 23. Director Woodard also reported that the caps have been lifted, as of April 3, in the Family Care program and therefore the ADRC staff has begun to remove individuals from the wait list. Another COA driver recently resigned so the COA will be recruiting new drivers.

**HEALTH OFFICER'S REPORT**

Public Health Officer Susan Lorenz distributed copies of the 2012 County Health Rankings report and reviewed the details with the Board.

**TRAINING REQUESTS**

None.

**ACTION ON APPOINTMENT OF NEIL FORD TO AGING & DISABILITY  
RESOURCE CENTER BOARD**

Director Woodard requested that Neil Ford be appointed to one of the vacant positions on the ADRC Board.

MOTION: TO APPOINT NEIL FORD TO THE AGING & DISABILITY RESOURCE  
CENTER BOARD.

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

**PRESENTATION ON COORDINATED SERVICE TEAMS (CST)**

Director Woodard presented a power point presentation about Coordinated Service Teams, a new service delivery approach which empowers families and different partners from the community to work together to improve the lives of families involved with Health & Human Services, the schools, the courts and other similar agencies. Columbia County has received a 5-year grant from the State and has contracted with Compass Counseling to coordinate the project. The teams are slated to begin operating this summer and one of the goals of the new CSTs is to reduce out of home care costs for the Department.

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**ACTION ON DIRECTOR'S COMPENSATION**

Director Woodard presented a request to be compensated for her coverage of the Behavioral Health & Long Term Support Division Administrator's vacant position over an eight month period. The total savings to the Department over the 8 months was \$56,393. Director Woodard requested compensation of \$5,000.

MOTION: TO RECOMMEND APPROVAL OF THE REQUESTED \$5,000  
COMPENSATION TO THE HHS DIRECTOR, AS PRESENTED ABOVE, AND TO  
FORWARD THE REQUEST TO THE HUMAN RESOURCES COMMITTEE AND THE  
FINANCE COMMITTEE FOR FINAL APPROVAL.

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

**DIRECTOR'S REPORT**

Health & Human Services Director Dawn Woodard advised the Board that she attended the April Human Resource Committee meeting and presented the list of requested changes to the Personnel Manual that were discussed in the March HHS Board meeting. Human Resource Director Joe Ruf has now been instructed to request input from all Department Heads about the requested changes. Director Woodard reported on the continuing developments with the Economic Support Consortium. The Consortium is working to increase the rate of answered calls by adding additional staff. The Consortium is also continuing to experience problems with the State's inability to keep up with the document scanning process. Director Woodard requested input from outgoing HHS Board members regarding orienting new incoming Board members.

**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. Not unanimous.

**NEXT MEETING DATE**

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, May 8, 2012 at 9:30 a.m. following the Commission on Aging meeting.

**ADJOURNMENT**

MOTION: TO ADJOURN THE MEETING.

Motion by Susan Goethel, second by Dr. Boursier. Motion carried.

The meeting was adjourned at 10:45 a.m.

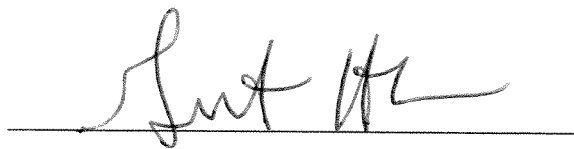
The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, May 8, 2012, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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Respectfully submitted,



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



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

cc: Chair Westby  
Chair Elect Ross

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