



MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JUNE 12, 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 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; Robert McClyman; Brad Basten; Jim Bechen.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Susan Goethel.

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

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

AGENDA/ADDITIONS/ANNOUNCEMENTS/PUBLIC COMMENT

MOTION: TO APPROVE THE JUNE 12, 2012 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

Supervisor Boockmeier asked for an update on the 2013 position requests. County Board Chair Andy Ross advised the HHS Board that a 2013 Budget Kickoff meeting is set for Tuesday, June 26 and will include attendance of all Department Heads. Then, the Human Resources Committee will look at all new 2013 position requests at their July meeting. HHS Director Dawn Woodard assured the Board that there will be enough office space and parking space for the positions requested by Health & Human Services.

MOTION: TO APPROVE THE MINUTES OF THE MAY 8, 2012 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

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DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Dawn Woodard presented the Department's Comp Time Report dated 5/25/12. The Expense and Revenue Summary reports, dated 4/30/12 were also presented.

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

Health & Human Services Director Dawn Woodard presented eleven new contracts to the Board for approval.

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

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

COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER

Commission on Aging/Aging & Disability Resource Center Director Joe Fortmann reported that he intends to make the Nutrition program one of his priorities by focusing on enforcement of policies and reviewing current procedures. One of the COA vans has been retired and the replacement process using the State contract will be used to obtain a new vehicle. The ADRC staff continues to work well together and Director Fortmann is continuing to learn more about his new position every day.

**ACTION ON APPOINTMENT OF KATE CARLSON TO THE COMMISSION ON
AGING**

Chair Cupery advised the Board members that Kate Carlson, from Rio, was recommended for appointment to the Commission on Aging at their May 8, 2012 meeting.

MOTION: TO RECOMMEND APPOINTMENT OF KATE CARLSON TO THE
COMMISSION ON AGING.

Motion by Teresa Sumnicht, second by Brad Basten. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz distributed copies of the National Association of Local Boards of Health newsletter to all Board members. Susan reported on a confirmed case of rabies in a bat, which was found in a yard, picked up by the DNR and tested at the WI Hygiene Lab. The last case of rabies reported in Columbia County was in 2008. Susan advised that approximately 75-100 possible cases of rabies in Columbia County are tested each year by the lab. Susan reported that Columbia County is one of 4 counties in Wisconsin with the highest number of Pertusis cases reported. Most cases are occurring in kids between the ages of 5-14 years old. Between January 1 and May 31, there were 1,877 cases reported in Wisconsin, compared to a total of 158 cases in 2011. In the same time period there were 72 cases in Columbia County, compared to 3 in 2011. The last outbreak of Pertusis in Wisconsin occurred in 2004-2005. Susan advised that Dean and Unity insurances are providing

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funds and PR help to a 7-county Immunization Coalition, including Columbia County, to get the word out about keeping up-to-date on immunizations to prevent outbreaks like the current Pertussis outbreak in Wisconsin. Susan reported on an upcoming tabletop exercise called Wilted Woes, which will take place on Thursday, June 28, from 9-1:30 at the Emergency Operations Center in Juneau, WI to discuss a possible food borne outbreak. An invitation to the exercise has been extended to Dodge County Public Health, Watertown Public Health, both Columbia County hospital, management from Portage Pierces and Columbus Pick-N-Save supermarkets, the Columbia County Board Chair, all members of the Columbia County HHS Board, and local State and Federal businesses and organizations.

TRAINING REQUESTS

There were no training requests.

DISCUSSION ON HHS BOARD GOING PAPERLESS

As per one of Columbia County Board Chair Andy Ross' initiatives to encourage a reduction of paper usage in County business, the Board discussed options for going paperless at HHS Board meetings. The consensus of the Board was to continue providing meeting materials in paper form and posting material on the portal for Board members.

SET DATE OF PUBLIC HEARING FOR INPUT ON 2013 BUDGET

The Board agreed to hold a Public Hearing to gather input about the Department's 2013 budget on Tuesday, July 10, 2012 at 9:30 a.m. The HHS Board meeting will immediately follow the Public Hearing, which will be held at the Columbia County Health & Human Services building.

2012-2014 DEPARTMENT HEAD PERFORMANCE PLANNING GUIDE

A draft of the 2012-2014 Department Head Performance Planning Guide was distributed to all Board members.

MOTION: TO ENTER INTO CLOSED SESSION AT 10:51 A.M.

Motion by Robert McClyman, second by Teresa Sumnicht. Motion carried.

MOTION: TO RETURN TO OPEN SESSION AT 11:29 A.M.

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

MOTION: TO APPROVE THE 2012-2014 DEPARTMENT HEAD PERFORMANCE PLAN GOALS FOR HEALTH & HUMAN SERVICES DIRECTOR DAWN WOODARD AS DISCUSSED.

Motion by Jim Bechen, second by Dr. Boursier. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard reported that the Department has seen a large increase of referrals recently through the Access office. More than 2500 referrals have

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been received so far this year, which is an increase of approximately 500 over the same period in 2011. The large volume of calls regarding Pertusis is a contributing factor. Director Woodard reported that she has been appointed to the Rate Regulation Advisory Committee by the State that studies rates for residential care, group homes and child placement agencies. The committee meets monthly. Director Woodard has also been appointed to a subcommittee of the rate advisory committee to discuss performance based contracting. Director Woodard reported that the MOU for crisis services that has been created in cooperation with Care Wisconsin, local hospitals, law enforcement, and Northwest Connections has now been signed by all parties except the Sheriff's Department who is requesting an additional review by the Corporation Counsel's office. Director Woodard invited the Board members to attend the Staff Appreciation Potluck being hosted by the HHS management team after today's Board meeting. Director Woodard notified the Board that due to the increase in crisis calls to Northwest Connections, she is looking at creating a separate contract with them to handle some of the follow up activity that is necessary after a MH and/or AODA crisis. Director Woodard advised that Northwest Connections may choose to meet the demand of the contract by utilizing more of the Department's staff, which they currently hire as part time employees for their mental health/AODA crisis call line. A discussion followed about the merits of establishing a new contract with a vendor to provide additional case management follow up versus paying our current staff directly to provide the additional hours needed for follow up. The Board acknowledge that a contract may be necessary in the short term to alleviate the current demand, however the Board also requested that Accounting provide a cost analysis at the next monthly meeting to determine the fiscal impact of both options.

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

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

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, July 10, 2012 immediately following the Public Hearing on the Department's 2013 Budget, which begins at 9:30 a.m.

ADJOURNMENT

MOTION: TO ADJOURN THE MEETING.

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

The meeting was adjourned at 11:30 a.m.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, July 10, 2012, immediately following the Public Hearing, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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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

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