



MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JANUARY 8, 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; Cathy Brunt, RN; Richard Boockmeier; Robert McClyman; Jim Bechen; Susan Goethel.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Brad Basten; Teresa Sumnicht.

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

OTHERS: Vern Gove, County Board Chair Elect; Lyn Jerde, Portage Daily Register; Tracy Lehman, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS/PUBLIC COMMENT

MOTION: TO APPROVE THE JANUARY 8, 2013 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE DECEMBER 11, 2012 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, AS WELL AS THE DECEMBER 11, 2012 MINUTES OF THE COLUMBIA COUNTY COMMISSION ON AGING MEETING.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Dawn Woodard presented the Department's Comp Time Report dated 12/21/12. The Expense and Revenue Summary reports, dated 11/30/12 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 ten 2013 contracts and four addenda to the Board for approval.

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

Motion by Jim Bechen, second by Susan Goethel. Motion carried.

CHILDREN & FAMILIES DIVISION PRESENTATION – KATIE DAY, DIV ADMIN

Katie Day, Children & Families Division Administrator provided an overview of her division's responsibilities within the Department as they relate to Chapters 48 & 938 of the Children's Code.

COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER

Health & Human Services Director Dawn Woodard reported that the Wyocena meal site was closed for 2 weeks over the holidays with arrangements and notification to the public made in advance of the closing. The site continues to be underutilized and Director Woodard advised the Commission that the Nutrition Advisory Council will need to address this issue in the future. The COA had one driver retire at the end of the year so recruitment may be necessary for another driver. Greg Underheim from Rep Petri's office contacted the Department to request the opportunity to visit the meal sites throughout the County. Mr. Underheim is a Senior Citizen Liaison for the Representative. Director Woodard also reported that the Fall River community is currently exploring the idea of creating a senior center, including a meal site. However, Director Woodard reported that the State has indicated that Columbia County currently has more meal sites than other similarly sized counties.. Director Woodard updated the Commission on the State's MA transportation program, reporting that an RFP has been issued and a new contract will be awarded by April 15. Director Woodard also updated the Commission members on the status of position replacements, including the recent hire of a Clerk Typist in the ADRC to fill the COA transportation position, the interviews for an Adult Protective Services Social Worker which are scheduled for Thursday, and the possibility of creating a mid level supervisory position in the ADRC to assist the ADRC/COA Director as a partial solution to making that Director's position more stable.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported on the total number of 2012 Pertusis cases in the State, which were 5,923, and the total number of cases in Columbia County for 2012 were 168. Susan also reported on the influenza outbreak in Wisconsin, which has already caused 760 hospitalizations statewide. Susan reported that the first scheduled group meetings, which developed as a result of the Columbia County Community Needs Assessment in November identifying suicide prevention and reducing unhealthy alcohol and drug use, are schedule for January 30 & 31, from 11:30-1:00 here at the HHS building. Susan distributed a news article from the Portage Daily register featuring Public Health nurses Ali Hensel and Heather Stenberg,

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who were recognized by the State for doubling their case load from 2011 through 2012 of First Breath clients, a smoking reduction program for pregnant women. Susan also updated the Board on the progress of the Seal-A-Smile program for this school year. The service has already been provided at all of the planned locations except Rio School District thus far. A total of 694 children have been provided 1,516 sealants and combined with other services the group has been provided, the total value of the services has exceeded \$136,000.

TRAINING REQUESTS

There were no training requests.

ACTION ON INTERNSHIPS WITHIN HHS DEPARTMENT

Director Woodard presented a request to allow the Department to host internships from the UW-Madison School of Social Work and the Department of Vocational Rehabilitation. Director Woodard explained that the internships have been occurring over the last several years, with no expense to the Department, however Human Resources asked that Director Woodard request official approval of the practice prior to any new internship positions being established.

MOTION: TO APPROVE INTERNSHIPS FROM THE UW-MADISON SCHOOL OF SOCIAL WORK AND THE DEPARTMENT OF VOCATIONAL REHABILITATION WITH COLUMBIA COUNTY HEALTH & HUMAN SERVICES.

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

NACo UPDATE

Director Woodard provided a handout of the benefits to county residents who have participated in the NACo Prescription Drug Discount Card Program since September 2011 when the County approved participation. So far 494 consumers have used the service which has provided a price savings of \$14,140.

DIRECTOR'S REPORT

Health & Human Services Director Dawn Woodard provided an update of the Department's current vacancies. She reported that the Capital Consortium for Economic Support services continues to perform poorly and additional staff have been targeted to provide help with the Call Center. The consortium is also working on a more equitable distribution of cases across the counties to reflect which ones offer Family Care and which do not. Director Woodard asked for feedback from Board members about the Department's new website through a brief homework assignment involving searching for topics.

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

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

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NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, March 12, 2013 at 9:30 a.m., following the Commission on Aging, which begins at 8:30 a.m.

ADJOURNMENT

Supervisor Boockmeier requested follow up information from the Board's last meeting regarding the job description for the ADRC Director's position. Director Woodard will be working on a new job description for the new mid level supervisory position she will be creating and requesting approval for in March. Supervisor Boockmeier also asked for a status report on the mental health study allocated for in the 2012 budget. Director Woodard reported that there has not been any progress with the study thus far. Supervisor Boockmeier also asked for an update on the Department's safety training as discussed and approved at the December 2012 meeting. Director Woodard reported that planning for the day is in progress and she will continue to update the Board as it develops.

MOTION: TO ADJOURN THE MEETING.

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

The meeting was adjourned at 11:35 a.m.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, March 12, 2013, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Chair Cupery appointed Jim Bechen as Acting Secretary for today's meeting.

Respectfully submitted,

Jim Bechen, Acting Secretary
Col. Co. H & HS Board

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

cc: Chair Ross
Chair Elect Gove