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**MINUTES  
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING  
TUESDAY, DECEMBER 14, 2010**

**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 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.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Susan Goethel.

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

OTHERS: Bob Westby, County Board Chair Elect; Cathy Karls, Mat Schneider, Accounting.

**AGENDA/ADDITIONS/ANNOUNCEMENTS**

MOTION: TO APPROVE THE DECEMBER 14, 2010 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MINUTES OF THE OCTOBER 12, 2010 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, ALONG WITH THE MINUTES OF THE AUGUST 10 AND OCTOBER 12, 2010 COMMISSION ON AGING MEETINGS.

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

**DEPARTMENT BUDGET & COMPENSATORY TIME**

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 11/30/10 as well as the Expense and Revenue reports dated 10/31/10.

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

Health & Human Services Director Erik Pritzl presented sixteen 2011 contracts, one 2010 contract, nine 2010 addenda and eleven appropriation entries to the Board for approval.

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

Motion by Mary Cupery, second by Teresa Sumnicht. Motion carried.

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

Health & Human Services Director Erik Pritzl reported that the Commission on Aging reviewed the State approved 2010-2012 Aging Plan. The COA also approved the 2011 Transportation Grant Application that will be submitted to the State. Director Pritzl announced that the new Aging & Disabilities Resource Center/Commission on Aging Director Sue Lynch will begin her job on Thursday, December 16.

MOTION: TO APPROVE THE s85.21 TRANSPORTATION GRANT APPLICATION AS PRESENTED.

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

**ACTION ON REPLACEMENT REQUESTS**

Director Pritzl presented a Position Replacement Request for the Human Services Aide position in the Division of Children & Families, vacated by Lori Banks who took the HS Aide position in the Commission on Aging. Money is available in the budget for this replacement and the request is to continue to fill until fully staffed.

MOTION: TO RECOMMEND APPROVAL OF THE HUMAN SERVICES AIDE POSITION AS PRESENTED.

Motion by Jan Gardner, second by Teresa Sumnicht. Motion carried.

Director Pritzl also presented a Position Replacement Request for a Clerk Typist II position in the Division of Support Services. Director Pritzl reported that the request was already reviewed and approved by the Executive Committee based upon the decision of the Human Resources Committee to terminate the current employee's employment with Columbia County by December 27 due to the person reaching a maximum leave time limit according to HR policy. There is money available in the budget for this position.

MOTION: TO RECOMMEND APPROVAL OF THE CLERK TYPIST II POSITION AS PRESENTED.

Motion by Dick Boockmeier, second by Mary Cupery. Motion carried. Not unanimous.

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**HEALTH OFFICER'S REPORT**

Public Health Officer Susan Lorenz distributed copies of the NALBOH newsletter. Susan also presented a DVD which contained a documentary of the State of Wisconsin's response to the H1N1 pandemic in 2009. Susan was interviewed for the documentary which was created by Wisconsin Public Television. The Board viewed the documentary.

**TRAINING REQUESTS**

Director Pritzl presented a request for Dawn Woodard to attend IDP (Intoxicated Driver Program) Assessor Training on February 21-22, 2011 at UW-Madison. The cost of the training is \$289 and will be paid for from the MH/AODA Conference budget.

MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUEST AS PRESENTED.

Motion by Dr. Boursier, second by Mary Cupery. Motion carried.

**DIRECTOR'S REPORT**

Health & Human Services Director Erik Pritzl reported that he is working on a WCHSA committee involved in discussions about negotiating with the State in regards to the State/County contracts and what the counties are mandated to do based on funding from the State. Director Pritzl also reported on the Holiday Party and Staff Recognition event that the Department had on Friday, December 10. Instead of going off site to a restaurant this year, the staff voted to donate the money to different community causes throughout Columbia County. Director Pritzl also provided a Power Point presentation on the monthly statistical report that he has been developing over the last several months.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT**

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

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

**NEXT MEETING DATE**

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, January 11, 2011 at 9:00 a.m.

**ADJOURNMENT**

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 11:51 A.M.

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

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, January 11, 2011, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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Respectfully submitted,

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

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

cc: Chair Westby  
Chair Elect Ross