



**Health and Human Services
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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JANUARY 8, 2008**

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 J. Robert Curtis, DVM. The meeting was legally advertised, and a quorum was present.

ROLL

An attendance sheet was distributed by Sara Moe.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: J. Robert Curtis, DVM; Tim O'Neil, MD; Mary Cupery; Jan Gardner, RN; JoAnn Wingers; Jack Sanderson; Bob Lane; Susan Goethel.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Charles Boursier, MD.

HEALTH & HUMAN SERVICE STAFF PRESENT: Erik Pritzl; Cathy Karls; Dennis Wittig; Susan Lorenz; Sara Moe.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JANUARY 8, 2008 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Jan Gardner, second by Susan Goethel. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE DECEMBER 11, 2007 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, AS WELL AS THE SEPTEMBER 11, 2007 MINUTES FROM THE COMMISSION ON AGING MEETING.

Motion by Dr. O'Neil, second by Mary Cupery. Motion carried.

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 12/31/07, as well as the Health & Human Services Financial Report dated 11/30/07.

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

Director Pritzl presented six 2007 addenda, one 2008 addenda, and one appropriation entry to the Board for approval.

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

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

ACTION ON TRANSPORTATION PLAN

Commission on Aging Director Dennis Wittig presented the 2008 Transportation Plan to the Board. Dennis also mentioned that the Aging & Disability Resource Center (ADRC) is open and operational.

MOTION: TO APPROVE THE 2008 TRANSPORTATION PLAN.

Motion by Susan Goethel, second by Jack Sanderson. Motion carried.

COMMISSION ON AGING

Commission on Aging Director Dennis Wittig reported that the Commission on Aging held a public hearing, prior to their meeting today, regarding the 2008 Transportation Plan. No one from the public was in attendance. The Commission on Aging approved the plan. Dennis also reported that the Commission approved setting the 3rd Party Meal Fee in 2008 at \$7.13 per meal.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported that the month of January has been declared National Radon month. Susan discussed the side effects of radon in homes, one of which is lung cancer. Susan notified the Board that Radon Kits are available through the Division of Health. Susan also reported that the CDC has awarded pandemic influenza grant dollars again this year.

ACTION ON POSITION REPLACEMENT REQUEST

Director Pritzl presented a request to replace a Social Worker, in the Division of Children and Families, who is leaving County employment. There is money available in the budget for this position.

MOTION: TO APPROVE THE REPLACEMENT OF A SOCIAL WORKER IN THE DIVISION OF CHILDREN AND FAMILY.

Motion by Bob Lane, second by Jan Gardner. Motion carried.

TRAINING REQUESTS

Director Pritzl presented a request so that he can attend an Ethics & Boundaries training in Madison on January 30. The cost of the training is \$20.00.

MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUEST.

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Motion by Susan Goethel, second by JoAnn Wingers. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl reported that the Aging & Disability Resource Center (ADRC) is operational as of January 2, 2008. Some staff still need to be moved into the ADRC area. Director Pritzl reported that 4 social work staff are slated to go with Care Wisconsin and 3 social work staff are slated to go with Community Living Alliance once Family Care begins March 1, 2008. The new communication tower has been installed on the property, however it is not yet operational. Director Pritzl reported that recruitment for the open social work positions, clerical position, and Division Administrator position are going well through means of internet advertising. No newspaper advertising will be necessary for these openings.

HEALTH & HUMAN SERVICES DIRECTOR'S EVALUATION

The Health & Human Services Board agreed, by roll call, to enter into Closed Session to discuss the job evaluation/performance of the Health & Human Services Director at 11:00 a.m.

MOTION: TO ENTER INTO CLOSED SESSION.

Motion by Dr. O'Neil, second by Susan Goethel. Motion carried.

MOTION: TO REENTER OPEN SESSION AT 11:15.

Motion by Dr. O'Neil, second by Bob Lane. Motion carried.

PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

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

ADJOURNMENT

Chair Curtis declared the meeting adjourned at 11:16 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, February 12, 2008, at 9:00 a.m., in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,

Robert Lane, Secretary
Col. Co. H & HS Board

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

cc: Chair Baumgartner
Vice Chair Wopat