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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JANUARY 9, 2007**

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

II. ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

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

HEALTH & HUMAN SERVICE STAFF PRESENT: Sandra Roberts; Dennis Wittig; Susan Lorenz, Erik Pritzl, Gretchen Halvorsen.

OTHERS: Tim Belleau, CESA-5

III. AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JANUARY 9, 2007 HEALTH & HUMAN SERVICE BOARD AGENDA.

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

IV. APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE DECEMBER 12, 2006 REGULAR MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Dr. O'Neil, second by Jan Gardner. Motion carried unanimously.

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

Director Sandra Roberts presented one new 2007 contract, four addenda, six appropriation entries, the Health Services Report, Commission on Aging Financial Report and the Health & Human Services Fund Report all dated November 30, 2006.

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

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

**VI. UPDATES ON COLUMBIA COUNTY CONNECTS AND COLUMBIA/
MARQUETTE TOBACCO COALITION - TIM BELLEAU, CESA-5**

Tim Belleau, from CESA-5 presented a packet of information to each Board member regarding Columbia County Connects. Tim explained that Columbia County Connects is a series of programs and projects that focuses on prevention of drugs, tobacco, and alcohol use by Columbia County youth, through the means of peer leadership. The program is currently operating in 6 school districts throughout Columbia County. Tim also updated the Board about the Columbia/Marquette Tobacco Coalition by announcing the new Coordinator of the Coalition, who is Jill McCormick. Jill will begin her duties on 1/15/07. One of her priorities in her new position will be to promote the smoke free ordinance within the City of Portage. Jill replaces Jeff Melby, who resigned from the Coordinator's position. CESA-5 is the new contract administrator for the Columbia/Marquette Tobacco Coalition.

VII. COMMISSION ON AGING

Dennis reported that the Commission on Aging did not have a January meeting. Dennis reported that AgeAdvantAge is requesting the final balance of the Transportation grant fund and what the plans are, in 2007, for replacement of vehicles with the money. Dennis will follow up with the information to AgeAdvantAge as soon as the final balance is known. He did advise the Board that the Transportation grant money cannot be used for the Home Delivered Meals program. H&HS Director Sandra Roberts reported that the end result of her meeting with the Finance Committee to reinstate the Nutritionist for Fiscal Year 2007 was that the Finance Committee only approved the position for the first 6 months of the year. A review of the program's budget will need to be performed to decide whether the position can be retained the last six months of the year.

VIII. DIVISION OF AGING & LONG TERM CARE SUPPORT REORGANIZATION

Director Sandra Roberts reported that due to the 2007 position requests being denied in the budget process, she reassigned two social workers from the Division of Aging & Long Term Care Support to the Division of Mental Health & AODA and Division of Children & Family. The result of the reassignment of the two social workers has caused the reassignment of job duties in the Division of Aging & Long Term Care Support, and has also increased the caseload numbers for the remaining staff.

IX. LONG TERM CARE REDESIGN UPDATE

Director Roberts reported that the consortium has finally agreed upon a governance for the

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CMO. A presentation to the Board, of the consortium's progress, is hoped for in March.

**X. ACTION ON ISOLATION/CONFINEMENT POLICY & PROCEDURE
REGARDING COMMUNICABLE DISEASE**

Public Health Officer Susan Lorenz discussed the detail of the isolation/confinement policy that she has prepared, and which has been required by the State. Susan advised that the policy begins with a progression of steps, from voluntary isolation, to a health order and finally a court order which would involve Corporation Counsel. Susan did remind the Board that they had already approved an Interagency Agreement in August 2005 identifying the Sheriff's Department as a resource for Quarantine Guards. Susan also pointed out the statute language on page 14 of the policy, under Section 252.06(10)(b) indicating that "the County or Municipality in which a person with a communicable disease resides is liable for..", and the list includes the expense of employing guards, maintaining the quarantine and enforcing isolation, conducting examinations and performing tests, and providing care to any dependent person". There is a possibility, in the event of a public health crisis, that a "state of emergency" can be declared by the Governor, in which case, expenses as described in the statute can be paid for by State money. Susan also advised the Board that she is waiting for a State template which will be used to identify the appropriate time and procedure for ordering schools and businesses closed in the event of a public health crisis. The Board did have a few word changes that they wanted to see in the document.

MOTION: TO APPROVE THE ISOLATION/CONFINEMENT POLICY & PROCEDURE.

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

XI. HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz distributed an article which includes a picture of two Columbia County Public Health Nurses receiving awards from Sue Ann Thompson for their work with the First Breath program. The program works to eliminate smoking amongst pregnant women. Susan also presented a map of Columbia County identifying locations of wells with high levels of nitrates. The nitrate levels were identified in results of well water tests offered to pregnant women and or women with small children. The Public Health Division has been offering free well water test kits to the public since 1988. Susan reported her concern about the high nitrate levels and advised the Board that her Division continues to investigate the source of the nitrates. Susan lead the Board in a discussion of the Wisconsin County Health Rankings. Susan pointed out that although Columbia County falls below the State average in a number of rankings, she is concerned about the Physical Environment rankings in the report that indicate that Columbia County is higher than the State average in areas of "fine particulate matter in the air", "ozone levels", "nitrates in water", and "housing with increased lead". The Board discussed all of the areas of concern and it was suggested to Susan that she prioritize the concerns of the report and then plan her programming and expenses around those priorities.

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XII. TRAINING REQUESTS

None.

XIII. NON-CAREGIVER POLICY & PROCEDURE -CHILDREN'S PROTECTIVE SERVICES

Director Sandra Roberts reviewed the new policy, approved by Corporation Counsel, and reviewed by law enforcement at a recent Policy Chief's meeting, outlining the new State mandated policy for investigating referrals involving reports of abuse and neglect by non-caregivers. Director Roberts advised that nothing will change regarding when or how a report/referral can be made, but instead, the new policy allows for some discretion regarding whether or not the Health & Human Service agency needs to open a case where neglect or abuse has occurred by a non-caregiver of the child's.

MOTION: TO APPROVE THE NEW NON-CAREGIVER POLICY AS PRESENTED.

Motion by Mary Cupery, second by Dr. Boursier. Motion carried. Not unanimously.

XIV. ACTION ON REPLACEMENT OF CLERK TYPIST II

Director Roberts presented a request to replace a Clerk Typist II position due to a recent resignation. The Support Services Division has been reduced, through attrition, from 9 employees, to the current staff of 6. The position is needed within the organization. Director Roberts reported that due to the holiday season, and the need to replace the position as soon as possible, she has already received approval for replacement of the position from the Human Resource Committee and the Finance Committee pending approval by the Health & Human Services Board.

MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR A CLERK TYPIST II IN THE SUPPORT SERVICES DIVISION.

Motion by Jack Sanderson, second by Sarah Lloyd. Motion carried unanimously.

XV. ACTION ON NEW DIRECTOR

Health & Human Services Director Sandra Roberts introduced Erik Pritzl as the new Health & Human Services Director pending approval by the Health & Human Services Board and County Board. All Health & Human Service Board members were introduced to Erik. Erik advised the Board of his employment background and credentials. Discussion followed about the general condition of the Department and concerns about its budget.

MOTION: TO ACCEPT ERIK PRITZL AS THE NEW DIRECTOR OF HEALTH & HUMAN SERVICES.

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Motion by Dr. Curtis, second by Susan Goethel. Motion carried unanimously.

XVI. ACTION ON FEBRUARY 2007 H& HS BOARD MEETING

The Board decided to hold their next meeting on March 13, 2007.

MOTION: TO HOLD THE NEXT MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD ON MARCH 13, 2007.

Motion by Sarah Lloyd, second by Dr. Boursier. Motion carried unanimously.

XVII. DIRECTOR'S REPORT

Director Sandra Roberts distributed the quarterly Emergency Detention report. Director Roberts advised the Board that the Juvenile Justice Unit of the Division of Children & Family experienced a record number of petitions filed with the court system in 2006. According to the District Attorney's Office, the unit filed approximately 185 petitions. Director Roberts advised the Board that another Juvenile Justice worker really is needed for the unit to keep up with the volume of referrals. Director Roberts reported that \$400 in donations for the COA's Home Delivered Meals program were collected at her recent retirement party. Director Roberts also reported that because of her pending retirement, her last day of employment being January 12, 2007, the Human Resources Director Joe Ruf informed her that her Director's Evaluation was not necessary at this time.

XVIII. VOUCHERS

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

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

XIX. ADJOURNMENT

Chair Curtis thanked Health & Human Services Director Sandra Roberts for her years of service to the Health & Human Services Department and wished her well in her retirement.

Chair Curtis declared the meeting adjourned at 11:25 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, March 13, 2007, at 9:30 a.m. in the Brewer's Training Room of the Columbia County Health & Human

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Services Building, following the Commission on Aging meeting.

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