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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, FEBRUARY 12, 2008**

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:02 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 Gretchen Halvorsen.

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

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: JoAnn Wingers; Susan Goethel.

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

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE FEBRUARY 12, 2008 HEALTH & HUMAN SERVICES BOARD AMENDED AGENDA WITH THE ADDITION OF THE ADRC UPDATE.

Motion by Dr. O'Neil, second by Jack Sanderson. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 8, 2008 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 1/31/08, as well as the Health & Human Services Financial Reports dated 12/31/07.

Chair Curtis announced that the Accounting office forwarded a report that the \$100 budgeted for Board members to attend trainings is available for this year. Dr. Curtis also advised the Board of the upcoming Statewide Public Health Conference in Madison at the Monona Terrace July 22-24.

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

Director Pritzl presented one 2008 contract, ten 2008 addenda, eighteen 2007 addenda, one appropriation entry, and one line item transfer to the Board for approval.

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

Motion by Jack Sanderson, second by Dr. O'Neil. Motion carried.

COMMISSION ON AGING

Commission on Aging Director Dennis Wittig announced that the Commission did not meet today. Dennis reported that the Commission recently received a donation of \$1,136 from a game feed held by Rio Redeemer, to be used toward the COA meal program in Columbia County. Dennis also reviewed a letter with the Board, received from AgeAdvantAge notifying the County that the COA plan has been accepted by the State.

AGING & DISABILITY RESOURCE CENTER UPDATE

Aging & Disability Resource Center Director Dennis Wittig reported that the ADRC opened for business on January 2, 2008. In January, the agency received 145 phone contacts and 7 walk-ins. The number for the Aging & Disability Resource Center (ADRC) is 742-9233 or 800-742-9233.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz presented a radon results test mapping of Columbia County for the Board to review. Susan pointed out the larger clump of high radon results in the Columbus area. Forty-one percent of the radon test mapped were less than 4 Pci/L. One-hundred additional tests results were added to the map in 2007. Susan presented a second mapping of Columbia County indicating high nitrate levels in water tests. The Division of Health provides free water test kits to pregnant women and families with infants less than 1 year old throughout Columbia County. Of the 2,892 map points shown, 19% of the points indicate higher or high levels of nitrates, which Susan indicated, was consistent with State averages. Recently the towns of West Point, Arlington and Lodi were the subjects of well water testing and mapping, and soon towns of Dekorra, Leeds, and Lowville will be completing well water testing. Susan advised that she is working with the UW Extension and Land Conservation to discuss what should occur next with this project.

TRAINING REQUESTS

There were no training requests for today's meeting.

ACTION ON ADDITIONAL HOURS FOR RESTITUTION WORKER

Director Pritzl presented a request to increase the hours for the Restitution/Mentoring worker, from her current 22 ½ hours per week to 27 hours per week. The increase will be paid for with \$2,000 from Safe & Stable Families grant dollars and \$3,077 from IV-E dollars.

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MOTION: TO APPROVE THE INCREASED HOURS FROM 22 ½ PER WEEK TO 27 ½ PER WEEK FOR THE RESTITUTION/MENTORING WORKER AS PRESENTED.

Motion by Dr. O'Neil, second by Jack Sanderson. Motion carried.

ANNUAL REPORT DISCUSSION

Health & Human Services Director Erik Pritzl asked the Board to provide suggestions about what they would like to see in the Department's annual report. Suggestions of "prevailing issues" included: the ADRC, the Planning of Family Care, Space Needs, Building Safety, Court Ordered Services, a review of the history of the Department's deficits in bar graph form, addressing comp time, and providing case examples (life span clients).

ADCR PER DIEMS

Director Pritzl asked the Board for clarification on who should receive a per diem on the Aging & Disability Resource Center Governing Board.

MOTION: TO ONLY PROVIDE A PER DIEM AND MILEAGE REIMBURSEMENT TO COUNTY BOARD SUPERVISORS ON THE AGING & DISABILITY RESOURCE CENTER BOARD.

Motion by Jack Sanderson, second by Dr. Boursier. Motion carried.

ACTION/DISCUSSION ON AGENCY VEHICLES

Director Pritzl asked for direction on the future of agency vehicles now that one of the vehicles has reached 150,000 and will require additional maintenance to keep it in use. The Board discussed the purchase of a new vehicle versus a new used vehicle for the agency.

MOTION: TO APPROVE THE PURCHASE OF A NEW USED VEHICLE TO ADD TO THE AGENCY'S FLEET, TO ASK FOR HELP WITH THE PURCHASE OF A USED VEHICLE FROM THE SHERIFF'S DEPARTMENT WHO RECENTLY PURCHASED A USED VEHICLE, AND TO ALLOW USEAGE OF THE AGENCY VEHICLES AFTER 150,000 MILES AS LONG AS THEY ARE RECEIVING NORMAL MAINTANANCE.

Motion by Jack Sanderson, second by Bob Lane. Motion carried.

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl reported that Family Care will begin on 3/1/08. So far, two social workers have the majority of their cases ready for transfer for services through Care Wisconsin, and Community Living Alliance will begin providing services in May 2008.

Director Pritzl reported that most staff positions recently requested have been filled, except for the Division Administrator's position that remains open after a candidate for the position declined the job offer.

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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 10:53 a.m.

MOTION: TO ENTER INTO CLOSED SESSION.

Motion by Dr. Boursier, second by Dr. O'Neil. Motion carried.

MOTION: TO REENTER OPEN SESSION AT 11:

Motion by Bob Lane, second by Mary Cupery. Motion carried.

PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Bob Lane, second by Mary Cupery. Motion carried.

ADJOURNMENT

Chair Curtis declared the meeting adjourned at 11:30 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, March 11, 2008, at 9:30 a.m., in the Brewer's Training Room of the Columbia County Health & Human 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