



**Health and Human Services
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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, MARCH 14, 2006**

I. 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. 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; Phil Baebler; Claire Robson; Kenneth Olson; Tim O'Neil, MD; Jan Gardner, RN; Susan Goethel. Barry Pufahl, Charles Boursier, MD.

HEALTH & HUMAN SERVICE STAFF PRESENT: Sandra Roberts; Susan Lorenz, RN; Dennis Wittig; Cathy Karls; Mary Maldonado; Gretchen Halvorsen.

OTHERS PRESENT: Susan Martin, County Board Chair; Harlan Baumgartner, County Board Vice Chair; Paul Ferguson, Portage Daily Register.

III. AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE MARCH 14, 2006 HEALTH & HUMAN SERVICE BOARD AGENDA.

Motion by Barry Pufahl, second by Phil Baebler. Motion carried unanimously.

IV. APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JANUARY 10, 2006 REGULAR MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, AS WELL AS THE MINUTES OF THE DECEMBER 13, 2005 COMMISSION ON AGING MEETING.

Motion by Barry Pufahl, second by Phil Baebler. Motion carried unanimously.

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

Director Sandra Roberts presented ten 2006 contracts, fourteen 2006 addenda, forty-five 2005

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addenda, the Health & Human Services Financial Report dated 12/31/05, the Health & Human Services Financial Report dated 1/31/06, and the Public Health Financial Report dated 1/31/06, to the Board for approval.

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

Motion by Barry Pufahl, second by Dr. O'Neil. Motion carried unanimously.

VI. COMMISSION ON AGING

Commission on Aging Director Dennis Wittig reported that he is looking for an individual to replace Jay West on the Commission on Aging because Jay has served the maximum amount of times allowed per State Statute. Dennis also reported that the Elderly Nutrition Program experienced a deficit this year and all equity from past budgets was applied in order to cover the budget deficit. Dennis reported that the Commission on Aging voted to begin a Waiting List for the Elderly Nutrition Program based on Dennis' recommendation, in order to prevent a deficit situation for the 2006 budget.

VII. APPROVE INCREASE IN SUGGESTED DONATION FOR CONGREGATE MEAL SITES & HOME DELIVERED

Dennis reported that the Commission on Aging approved raising the suggested meal donation from \$2.50 to \$3.00, effective immediately to help the program. The average donation for 2005 was \$2.08.

MOTION: TO APPROVE RAISING THE SUGGESTED MEAL DONATION FOR THE ELDERLY NUTRITION PROGRAM FROM \$2.50 TO \$3.00.

Motion by Barry Pufahl, second by Claire Robson. Motion carried, not unanimously.

VIII. APPROVE PRICE INCREASE OF HOME DELIVERED MEALS FOR COP CLIENTS

Dennis reported that the Commission on Aging approved increasing the cost of meals for COP clients, individuals under 60 years of age, and for third parties, from \$6.13 to \$6.47 per meal to help the Elderly Nutrition Program.

MOTION: TO RAISE THE COST OF MEALS FOR COP CLIENTS, INDIVIDUALS UNDER 60 YEARS OF AGE, AND FOR THIRD PARTIES, FROM \$6.13 TO \$6.47 PER MEAL, EFFECTIVE MARCH 1, 2006.

Motion by Jan Gardner, second by Claire Robson. Motion carried unanimously.

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IX. HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported that the Division has recently been investigating a case of Acute Rheumatic Fever diagnosed in an eleven year old child in Columbia County, after a second case of Rheumatic Fever was diagnosed in a 9 year old child in Green Lake County. The two cases were found not to be related however the origin of the disease was not able to be determined. Susan reported on a resident, currently of Sauk County, who owns approximately 20 wild animals, such as lions and tigers, and is having problems with his neighbors in Sauk County, and consequently is thinking about moving to Columbia County. Discussion followed about the lack of ordinances in Columbia County to deal with such a situation. Susan reported that she has gathered sample ordinances from some surrounding counties that have already dealt with this issue. She has had the ordinances reviewed by Corporation Counsel Joe Ruf and per his instructions Susan will be addressing the drafting of a similar ordinance for Columbia County at the next Judiciary Committee meeting so that the Sheriff can weigh in on enforcement of such an ordinance. Susan reported that the State of Wisconsin has been allotted money for pandemic planning, specifically as it relates to Bird Influenza. Once money becomes available in Columbia County, Susan plans to use it to hold tabletop exercises related to Bird Flu. Susan announced that Health & Human Services Secretary Michael Leavitt will be visiting the State of Wisconsin on March 15 to attend a H&HS Flu Summit. Susan will also attend the summit. Susan provided a packet of material for upcoming Public Health events, and Public Health statistics for 2005.

X. TRAINING REQUESTS

None.

XI. SOCIAL WORKER REPLACEMENT REQUEST

Director Sandra Roberts presented a replacement request for a social work position in the Children & Family Division. Director Roberts advised that the position became vacant due to a resignation. Approval has already been received from the Human Resources Committee and the Executive Committee.

MOTION: TO APPROVE THE SOCIAL WORK REPLACEMENT REQUEST.

Motion by Barry Pufahl, second by Dr. O'Neil. Motion carried unanimously.

XII. PRESENTATION AND APPROVAL OF ANNUAL REPORT

Director Roberts presented the Health & Human Service Department's Annual Report. A copy was distributed to all Board members. Director Roberts reported that the Department finished 2005 with a deficit of \$167,146.82, after all available equity was applied. The divisions of Children & Family, Aging & Long Term Support, and Mental Health & AODA all contributed to the Department's deficit through an increase in service needs, increased service delivery costs,

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and reductions in MA reimbursements.

MOTION: TO APPROVE THE HEALTH & HUMAN SERVICES ANNUAL REPORT FOR 2005.

Motion by Barry Pufahl, second by Ken Olson. Motion carried unanimously.

XIII. APPROVAL OF RESOLUTION FOR TRANSFER OF FUNDS TO COVER 2005 OVERDRAWN ACCOUNTS

Director Roberts presented a resolution to transfer funds from the County's Contingency fund, the Department's W-2 equity fund, and from the Prior-Year equity fund, to the Health & Human Services account to balance the 2005 budget.

MOTION: TO APPROVE THE RESOLUTION FOR TRANSFER OF FUNDS TO COVER THE 2005 HEALTH & HUMAN SERVICES ACCOUNT AS PRESENTED.

Motion by Ken Olson, second by Susan Goethel. Motion carried unanimously.

XIV. MA TRANSPORTATION MANAGEMENT INITIATIVE

Director Sandra Roberts notified the Board of the State's suggested takeover of the MA Transportation grant and program, to be run by a third party for-profit agency. The State would like to begin the new program by July 1, however, Director Roberts reported that most counties are opting out at this point because the program is still too uncertain. Once more information from the State becomes available, Director Roberts will be bringing the subject back to the Board to decide upon.

XV. LONG TERM CARE REDESIGN UPDATE

Director Roberts reported that the LTC Redesign 13-county consortium that Columbia County belongs to has received a \$100,000 grant from the State to begin an 18-month planning process, which will be followed by a RFP and then implementation of the plan once approved.

XVI. INCOME MAINTENANCE APPRECIATION

Director Roberts reported on a message received from Health & Family Services Secretary Helene Nelson, congratulating the entire state for reducing the Food Share error rate to a historic low in 2004 and 2005. For the first time in over ten years, Wisconsin did not receive a sanction from the US Food and Nutrition Services for our error rate. Wisconsin's error rate dropped from 12.69% IN 2002 to 6.65% in 2004, which is in the acceptable range. The rate fell further in the first eight reportable months of 2005. Income Maintenance, is the old term now replaced by Economic Support.

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XVII. DIRECTOR'S REPORT

Director Roberts reported on the recent visit to the agency by Secretary Nelson. While here, Secretary Nelson congratulated the Economic Support staff on Wisconsin's Food Share error reduction. Columbia County Economic Support staff had no errors in their delivery of Food Share services. Secretary Nelson spoke about the Long Term Care Redesign project in the State; and, she also spoke about the Nursing Home Relocation project currently underway in the State. Director Roberts reported that the Department is already off to an expensive start in the first two months of the year. Through March 3, there have been 42 Emergency Detentions in the Mental Health & AODA Division, as compared to 40 in the first 3 months of 2005. The Division of Aging & Long Term Care Support is also projecting a deficit in the COP program already this year due to the court ordered placements. Director Roberts reported that plans to expand the Voice Mail system are continuing. Gretchen is working with MIS on the project. Director Roberts reported that she will be attending the April 7 Buildings & Grounds Committee meeting to request a space needs assessment be completed for the Health & Human Services Building. Director Roberts is also arranging a Department meeting so that staff can learn about the emergency plans for the building through Emergency Management Director Pat Beghin. Recently hired staff have already been familiarized with the Tornado and Fire policies for the building.

XVIII. VOUCHERS

Vouchers were available prior to and during the Board meeting for review by Board members.

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

Motion by Barry Pufahl, second by Ken Olson. Motion carried unanimously.

XIX. DIRECTOR'S EVALUATION

The Board voted, by roll call, to enter into closed session to discuss the evaluation of the Health & Human Services Director at 11:03 a.m., pursuant to Sec. 19.85(1)(c) , Wis Stat.

MOTION: TO ENTER INTO CLOSED SESSION.

Motion by Barry Pufahl, second by Susan Goethel. Motion carried unanimously.

The Health & Human Services Board voted, by roll call, to return to open session at 11:21 a.m.

MOTION: TO RETURN TO OPEN SESSION .

Motion by Dr. O'Neil, second by Ken Olson. Motion carried unanimously.

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XX. ADJOURNMENT

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

The next Health & Human Services Board meeting will be held on Tuesday, April 11, 2006, at 9:30 a.m. in the Brewer's Training Room of the Health & Human Services Building, following the Commission on Aging meeting at 8:00 a.m.

Respectfully submitted,

Kenneth Olson, Secretary
Col. Co. H & HS Board

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

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