



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

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.

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; Robert Lane, Charles Boursier, MD.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Susan Goethel.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: JoAnn Wingers.

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

OTHERS: Kurt Calkins, Land & Water Conservation; Randy Zagbaum, UWX Agriculture Agent.

AGENDA/ADDITIONS/ANNOUNCEMENTS

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

Motion by Mary Cupery, second by Jack Sanderson. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 11, 2008 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 3/31/08, as well as the Health & Human Services Financial Reports dated 2/29/08. Director Pritzl also presented 3 graphs illustrating funding resources and actual expenditures histories.

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

Director Pritzl presented three 2008 contracts, eight 2008 addenda, ten 2007 addenda, and one appropriation entry to the Board for approval.

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

Motion by Jack Sanderson, second by Mary Cupery. Motion carried.

COMMISSION ON AGING

Commission on Aging Director Dennis Wittig reported that the Commission did not meet in April. Chair Curtis thanked Dennis for his years of service to Columbia County and wished him well in his retirement.

MOTION: TO RECOGNIZE AND THANK COMMISSION ON AGING DIRECTOR DENNIS WITTIG FOR HIS 24 YEARS OF SERVICE TO COLUMBIA COUNTY.

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

ACTION ON DISSOLVING LONG TERM SUPPORT/COMMUNITY OPTIONS COMMITTEE

Health & Human Services Director Erik Pritzl presented a resolution to dissolve the Columbia County Long Term Support/Community Options Committee now that the Aging & Disability Resource Center Board has been created and can fulfill the duties of the committee.

MOTION: TO RECOMMEND DISSOLVING THE COLUMBIA COUNTY LONG TERM SUPPORT/COMMUNITY OPTIONS COMMITTEE AND TO HAVE ALL OF THE COMMITTEE'S DUTIES AND RESPONSIBILITIES ASSUMED BY THE AGING & DISABILITY RESOURCE CENTER BOARD.

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

INTERAGENCY COOPERATION ON LANDSPREADING

Kurt Calkins from Columbia County Land & Water Conservation and Randy Zagbaum from the UW-Extension Agriculture Program lead a discussion about the cooperative efforts in Columbia County of multiple departments to begin addressing land spreading issues in a comprehensive manner. Board members were provided a copy of Nutrient Management Code 590 which provides farmers with guidance in the use of nutrients and soil amendments. Columbia County has become a model to surrounding counties because of the level of cooperation from all of the different departments working on this issue.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz provided detailed information about the WIC program as a

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follow-up to questions raised at the March meeting. Susan also provided WIC brochures to all of the Board members present. Susan announced that Governor Doyle has declared this week Public Health Week in Wisconsin and she circulated a copy of the declaration signed by the Governor.

TRAINING REQUESTS

Director Pritzl presented a request for Gretchen Halvorsen to attend the WCA Open Meetings & Public Records training in Stevens Point on Monday, May 19, 2008 at a cost of \$60 + mileage.

MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUEST.

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

ACTION ON REPLACEMENT REQUESTS

Director Pritzl presented a request to replace a Public Health Nurse due to an upcoming retirement. Cathy Brunt's last day will be June 30, 2008. This is a budgeted full time position. Director Pritzl advised the Board that it is highly possible that one of the part time PH nurses will sign into the vacancy, and therefore a series of moves could occur with the result of the vacancy.

MOTION: TO APPROVE THE REPLACEMENT POSITION REQUEST FOR A FULL TIME PUBLIC HEALTH NURSE AND TO CONTINUE THE HIRING PROCESS UNTIL THE DIVISION IS FULLY STAFFED.

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

Director Pritzl also presented a replacement request for a Long Term Support Social Worker due to the recent promotion of Chris Vincent as Director of the Commission on Aging and Aging & Disability Resource Center. A second vacancy has occurred in the Long Term Support unit due to the transfer of a social worker in that unit to the Adult Protective Services position in the ADRC, however Director Pritzl's request is only for the replacement of one social worker. This position is a budgeted full time position.

MOTION: TO APPROVE THE REPLACEMENT POSITION REQUEST FOR A LONG TERM SUPPORT SOCIAL WORKER.

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

ACTION ON COMP TIME PAY OUT REQUEST

Director Pritzl presented a request from a social worker from the Division of Children & Family requesting to be paid out on 350 hours of her accumulated compensatory time at the value of \$8,094.45. Discussion followed on holding staff to the 80 hours policy established countywide.

MOTION: TO APPROVE THE PAYOUT OF COMPENSATORY TIME OF 350 HOURS FOR SOCIAL WORKER PATTI ROLLER.

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

ACTION ON RESOLUTION TO COVER DEPARTMENT'S 2007 DEFICIT

Director Pritzl presented a resolution requesting \$1,275,918.34 to cover the deficit from fiscal year 2007.

MOTION: TO APPROVE THE RESOLUTION REQUESTING \$1,275,918.34 TO COVER THE 2007 DEFICIT AND TO FORWARD THE REQUEST TO THE FINANCE COMMITTEE.

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

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl announced the promotion of Chris Vincent See as the new Director of the Commission on Aging and Aging & Disability Resource Center, replacing Dennis Wittig. Director Pritzl also announced the hiring of Dawn Woodard as the new Division Administrator for Behavioral Health & Long Term Support. Dawn begins her new position on April 21.

PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

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

ADJOURNMENT

Chair Curtis declared the meeting adjourned at 11:22 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, May 13, 2008, at 9:30 a.m., in the Brewer's Training Room of the Columbia County Health & Human Services Building, following the meeting of the Commission on Aging.

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