

**MINUTES**  
**COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING**  
**TUESDAY, APRIL 14, 2009**

**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; Tom Jenkins.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: Susan Goethel.

HEALTH & HUMAN SERVICE STAFF PRESENT: Erik Pritzl; Susan Lorenz; Chris See; Gretchen Halvorsen.

OTHERS: Mary Young, State Regional Office; Debra Wopat, County Board Chair; Cathy Karls, Accounting.

**AGENDA/ADDITIONS/ANNOUNCEMENTS**

A resolution requesting the State restore Health & Human Service funding was added.

MOTION: TO APPROVE THE APRIL 14, 2009 AMENDED HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Tom Jenkins, second by Jack Sanderson. Motion carried.

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MINUTES OF THE MARCH 10, 2009 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Mary Cupery, second by Jan Gardner. Motion carried.

**DEPARTMENT BUDGET & COMPENSATORY TIME**

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 3/31/09, the Health & Human Services Financial Reports dated 2/28/09 and 12/31/08, as well as the a Case Management Analysis for 1/31/09 and 2/28/09.

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

Director Pritzl presented one new contract, seven addenda and one line item transfer to the Board for approval.

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

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

**COMMISSION ON AGING**

The Commission on Aging/Aging & Disability Resource Center Director Christine See reported that the call volume has increased in the ADRC recently. Chris reported that the tax aide service has been busy over the last several months preparing tax returns for the elderly and low income individuals. Chris also reported that it is likely the Alzheimer Care Giver Respite program will see its funding cut in the next budget.

**ACTION ON PURCHASE OF VEHICLE FOR HOME DELIVERED MEALS**

Chris See presented a request to purchase a 2009 Dodge Caliber for Home Delivered Meals to replace the 1995 Ford Station Wagon currently being used. The vehicle is priced at \$14,965 on the State Bid Sheet, and the price includes delivery, options and 5 year/50,000 mile warranty. Vehicle registration is not included in the price. The funds for the purchase of the vehicle can be transferred from the equity COA account to Capital Outlay with approval. Chris is requesting \$16,000 to be sure all costs of the new vehicle are covered. Chris advised the Board that the Commission on Aging approved the purchase of a new vehicle at their March 2009 meeting.

MOTION: TO APPROVE THE TRANSFER OF \$16,000 FROM THE COA EQUITY FUND TO CAPITAL OUTLAY FOR THE PURCHASE OF A NEW COA VEHICLE.

Motion by Jack Sanderson, second by Tom Jenkins. Motion carried.

MOTION: TO PURCHASE A 2009 DODGE CALIBER FROM THE STATE BID SHEET, AT A COST OF \$14,965, WITH THE UNDERSTANDING THAT CHRIS WILL INVESTIGATE A FLEET WARRANTY (EXTENDED WARRANTY) WITH THE PURCHASE OF THE VEHICLE THAT MAY BE OFFERED BY CHRYSLER.

Motion by Tom Jenkins, second by Dr. O'Neil. Motion carried.

**BOARD SUPERVISORS' EMAIL ACCOUNTS – JOHN HARTMAN, MIS DIRECTOR**

MIS Director John Hartman distributed a handout to Board members notifying them of the new Columbia County Webmail Access available to them over the internet. The purpose of the new procedure is to allow Supervisors the ability to keep their County email business separate from their personal email business. Director Hartman reported that training for the new email

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procedure will be available to all County Board Supervisors on the following dates: May 1, 4, 6, and 11, from 11-12:00. Anyone interested in the training should contact Director Hartman to register. All trainings will take place at the LEC building, in the computer training room.

**HEALTH OFFICER'S REPORT**

Mary Young, WI Department of Health Services was in attendance to present a Level II Certification to the Division of Health. The certification is good for 5 years and is the end result of a Department of Health inspection, held in February.

Public Health Office Susan Lorenz reported that the Village of Poynette Board voted against putting fluoride back in the village's water. The Village Board's decision goes against last week's nonbinding referendum results which favored restoring fluoride in the drinking water. Susan updated the Board on the results of recent community meetings to discuss the possibility of a free medical clinic in Columbia County. In order for a plan to develop, there is a need for local physician support and involvement. Susan reported that some of her staff is working with the Legislative & Regulatory Committee for the City of Portage to discuss a smoking ban within the city. This came about, in part, because DOH staff attended and testified at a recent Portage City Council meeting.

**TRAINING REQUESTS**

There were no training requests.

**ACTION ON RESOLUTION OF 2008 OVERDRAFT**

Director Pritzl presented a resolution to transfer funds to cover the 2008 overdraft of the Department's budget. The funds being used will be transferred from the Long Term Support Redesign/ADRC Reserve Account and the 2008 General Fund.

MOTION: TO APPROVE THE 2008 OVERDRAFT RESOLUTION AS PRESENTED.

Motion by Dr. O'Neil, second by Tom Jenkins. Motion carried.

**ACTION ON RESOLUTION TO RESTORE HEALTH & HUMAN SERVICES FUNDING**

Director Pritzl presented a resolution, formulated by Wisconsin Counties Association, requesting that Health & Human Service budget cuts outlined in the Governor's proposed budget be wholly restored in the 2009-2011 State budget. Supervisor Sanderson and County Board Chair Wopat discussed the history behind the resolution.

MOTION: TO APPROVE THE RESOLUTION ASKING THE STATE LEGISLATURE AND THE GOVERNOR TO RESTORE FUNDING TO HEALTH & HUMAN SERVICES IN THE 2009-2011 STATE BUDGET.

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

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**DIRECTOR'S REPORT**

Health & Human Services Director Erik Pritzl reported that there are cuts to the ADRC in the Governor's proposed budget and it is Director Pritzl's opinion that the cuts are warranted due to federal funding and data collection. However, Director Pritzl advised the Board that if the Health & Human Service budget cuts are approved at the State level as proposed by the Governor, there will need to be program and/or staff cuts in the Department. Director Pritzl advised the board that he would want input from them if this does occur.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT**

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

Motion by Tom Jenkins, second by Dr. Boursier. Motion carried.

**NEXT MEETING DATE**

The next Health & Human Services Board meeting is scheduled for Tuesday, May 12, 2009, at 9:30 a.m.

**H&HS DEPARTMENT PERFORMANCE GOALS**

Chair Curtis lead the Board in a discussion about a draft of the Department Performance Goals created in a discussion during a recent meeting between Chair Curtis and Director Pritzl. The Board reviewed the goals and suggested a few changes. The changes will be updated and then a copy will sent to Susan Martin, the Chair of the Human Resources Committee, per Chair Curtis' instructions.

MOTION: TO ADOPT THE DEPARTMENT PERFORMANCE GOALS WITH THE SUGGESTED CHANGES.

Motion by Bob Lane, second by Tom Jenkins. Motion carried.


**ADJOURNMENT**

Chair Curtis declared the meeting adjourned at 11:27 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, May 12, 2009, 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,

  
Mary Cupery, Secretary  
Col. Co. H & HS Board

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

cc: Chair Wopat  
Vice Chair Westby