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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, MAY 10, 2005**

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

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Susan Goethel.

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

OTHERS PRESENT: Susan Martin, County Board Chair.

III. AGENDA/ADDITIONS/ANNOUNCEMENTS

The agenda order was rearranged to accommodate the guests at today's meeting.

MOTION: TO APPROVE THE MAY 10, 2005 HEALTH & HUMAN SERVICE BOARD AGENDA AS PRINTED.

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

IV. APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE APRIL 12, 2005 REGULAR MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, AS WELL AS THE MINUTES OF THE MARCH 8, 2005 MEETING OF THE COMMISSION ON AGING.

Motion by Dr. O'Neil, second by Claire Robson. Motion carried unanimously.

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

Director Sandra Roberts presented one new contract, seven addenda, and one appropriation entry; the Health Services Financial Report; and the Health & Human Services Financial Report to the Board for approval.

MOTION: TO APPROVE THE CONTRACT, ADDENDA APPROPRIATION ENTRY, AND FINANCIAL REPORTS AS PRESENTED, AND TO PLACE THEM AS AN ATTACHMENT TO THE MINUTES.

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

**VI. PARTIAL INSPECTIONS, PRESENTATION BY GREG POLLASKE & MARY
YOUNG, STATE DIVISION OF HEALTH**

Greg Pollaske provided a brief report on the current inspection process of over 33,000 licensed facilities in Wisconsin under his purview. Greg also fleshed out the Limited Agent pilot program that has been suggested for Columbia County. The Limited Agent pilot program would be a fee for service contract with the State of Wisconsin that could be terminated by Columbia County, at any time, without cause, for the inspection of 93 facilities within Columbia County. The revenue from the inspections would generate approximately \$10,000 and all liability for follow up inspections, non-compliance issues, and enforcements issues would remain with the State. Columbia County will receive 80% of all fees collected, with the State retaining 20%. The State will provide training, software, inspection reports, and monthly reimbursement. The pilot program may also be implemented in Sauk County. The State will provide shadowing opportunities for Susan Lorenz, Barb Salna, and Janette Sheeks so that they can see, firsthand, the actual process for inspections and the time involved in performing the inspections. A decision to enter into a contract with the State for this pilot program, will only be made after the shadowing has been performed. Director Sandra Roberts reported that she forwarded the proposed contract to Corporation Counsel Joe Ruf for review, but due to time limitations, has been unable to meet with him for discussion regarding his concerns.

MOTION: TO RECOMMEND THE CONDITIONAL APPROVAL OF THE PUBLIC HEALTH DIVISION'S PARTICIPATION IN THE LIMITED AGENT PILOT PROGRAM PENDING THE INSPECTION SHADOWING RESULTS AND THE FINAL APPROVAL BY CORPORATION COUNSEL JOE RUF.

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

**VII. PART D MEDICARE PRESENTATION, LORIE BEDNAREK, COA
BENEFIT SPECIALIST**

Lorie Bednarek provided a packet of material to each Board member highlighting the services

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she provides as a Commission on Aging Benefit Specialist, as well as information about the new Part D Medicare regulations. Lorie reported that many of the questions involving the new regulations have not been answered. Questions still remain about the future existence of Senior Care, what specific drugs will be covered under the program, how often the list of approved drugs will change in the program, and how/if the penalty will be assessed for seniors that have not made up their minds about participating in the program by May 2006. Lorie will be working with Nancy Holtz of ABC Connections to host informational meetings about the Part D Medicare program throughout the County.

VIII. HEALTH & HUMAN SERVICES BOARD APPOINTMENTS

Director Roberts announced that Jan Gardner and Ken Olson have been reappointed to the Health & Human Services Board, with expiration of their terms in 2008. The expiration terms for the remainder of the Board are as follows: Dr. Curtis, Dr. Boursier, Susan Goethel, Barry Pufahl 2006; Dr. O'Neil, Phil Baebler, Claire Robson 2007.

IX. COMMISSION ON AGING

Commission on Aging Director Dennis Wittig reported on the results of a meal analysis for the COA program indicating that there has been a decrease in both Home Delivered Meals and Congregate Meals in Columbia County since 2003. The Wyocena, Wisconsin Dells, and Lodi Meal Sites are not open on Fridays, however, Dennis is hoping to change this. Dennis reported on his review of the meal and supply delivery system for the nutrition program and reported receiving approval from the Commission on Aging to change the containers and delivery system for Home Delivered Meals. Dennis is working with Feils to negotiate additional savings for the program. Dennis also reported on the COA's approval to contract with ABC Connections to aid in the education of seniors regarding the Part D Medicare program.

X. TRAINING REQUESTS

Director Sandra Roberts presented a request to attend the *Challenge of an Aging Society Statewide Summit*, to be held on June 27 & 28 at the Mead Hotel in Wisconsin Rapids. The conference will provide information on Aging & DD Resource Centers which are scheduled to be mandated for all counties by 2009. The cost of the conference is \$75. Director Roberts reported that she was not sure if she would commute each day or stay over night and that her decision would depend on the rest of her schedule. Director Roberts did encourage the use of the Board's Conference Training money if a Board member were interested in attending the conference. Dr. Curtis may be interested in attending and will notify the agency if he intends to go.

MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUEST AS PRESENTED.

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

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XI. RESOLUTION - FEDERAL COMMUNITY SERVICES BLOCK GRANT PROGRAM

Director Roberts presented the Federal Community Services Block Grant Program Resolution for approval that Vice Chair Barry Pufahl presented at the April H&HS Board meeting. Discussion followed.

MOTION: TO APPROVE THE FEDERAL COMMUNITY SERVICES BLOCK GRANT PROGRAM RESOLUTION AND TO FORWARD IT TO THE COUNTY BOARD FOR APPROVAL AND DISPURSEMENT TO ALL GOVERNMENTAL AGENCIES LISTED AS WELL AS PRESIDENT GEORGE W. BUSH.

Motion by Phil Baebler, second by Claire Robson. Motion carried unanimously.

XII. GRANT UPDATE FOR RESTITUTION WORKER

Director Roberts reported that new grant money is possible for the Restitution position for 2006, however, the current year's grant will be ending as of July 1. An additional \$2,600 will be needed to sustain the current number of work hours for the position and Director Roberts informed the Board that W-2 profit money could be used for such a purpose.

MOTION: TO RECOMMEND APPROVING THE USE OF \$2,600 FROM W-2 PROFIT MONEY TO SUSTAIN THE WORK HOURS OF THE RESTITUTION WORKER FOR THE REMAINDER OF 2005, AND TO FORWARD THE REQUEST TO THE HR & FINANCE COMMITTEES FOR REVIEW AND APPROVAL.

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

XIII. YOUTH AIDES STATISTICS

Support Services Administrator Gretchen Halvorsen reported that the statistics project has long been a goal of Director Roberts, and will be used to measure the success of our Youth Aides programs and to provide feedback on issues such as recidivism, trends in population, etc. The data system currently holds information from the years 2000-2003. Once the information from 2004 has been entered, the system can begin to provide statistics which will be shared with the Board at a future meeting.

XIV. TEEN COURT & COLUMBIA COUNTY CONNECTS COALITION UPDATE

Director Roberts provided a handout regarding Teen Court procedures in Columbia County. She also provided a copy of Columbia County Connects Coalition Committee Updates to each Board member. Director Roberts reported that the Coalition recently honored the 5 social workers who established the STARS & BOYS groups for juveniles. Director Roberts also reported that the Teen Court has had 8 referrals, of those, only 1 case has failed, and the rest have been successful.

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The Teen Court referrals are for first-time offenders who have committed minor infractions. The Coalition has been very impressed with the work that the volunteer youth have performed.

XV. RESOLUTION - OPPOSING DOWNSIZING OF ICF-MRs.

Director Roberts presented a resolution opposing the downsizing of ICF-MRs due to the insufficient funding of this State mandate. Discussion followed.

MOTION: TO APPROVE THE RESOLUTION OPPOSING DOWNSIZING OF ICF-MRs
AND TO FORWARD THE RESOLUTION TO THE COUNTY BOARD FOR APPROVAL
AND DISTRIBUTION AS INDICATED.

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

XVI. TESTIMONY UPDATE

Director Sandra Roberts updated the Board about her testimony in front of the Division of Aging and Long Term Care Support Committee at the State Capitol regarding the Shield Law. The Wisconsin Counties Association asked Director Roberts to make an appearance at the hearing. Director Roberts provided a copy to all Board members of the materials she used for her presentation.

XVII. INCREASED PUBLIC HEALTH NURSING HOURS

Director Roberts reviewed the need for increased nursing hours if the Division of Health decides to participate in the Limited Agent Pilot Project for the State Division of Health.

MOTION: TO APPROVE THE INCREASED PUBLIC HEALTH NURSING HOURS
CONTINGENT ON THE FORMAL APPROVAL OF THE LIMITED AGENT PILOT
PROJECT CONTRACT BY CORPORATION COUNSEL AS WELL AS A FAVORABLE
REPORT OF THE INSPECTION SHADOWING.

Motion by Barry Pufahl, second by Dr. Boursier. Motion carried unanimously.

XVIII. HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz provided copies of articles to all Board members from the Columbia-Marquette Tobacco Free Coalition, the American Cancer Society, and the American Lung Association. Susan presented an Agency Go Kit to the Board for review of its contents and explanation of how the kits are used in response to a bioterrorism event. Susan reported that she will need to increase the fee for meningitis vaccine to \$90 per the increased cost of the vaccine. The vaccine will target 11 & 12 year olds and will be combined with pertussis and tetanus vaccines. Susan explained that there is still a large amount of the Ralley Foundation money available to pay for the actual cost of the vaccine in Columbia County.

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MOTION: TO APPROVE THE INCREASE OF THE MENEGITIS VACCINE TO \$90.

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

XIX. DIRECTOR'S REPORT

Director Roberts circulated a report showing the number of CPS & YA referrals made in all of 2004 and thus far in 2005. Director Roberts also distributed a listing of daily rates for facilities used to house delinquent youth. Each Board member also received a report showing the breakdown of how federal tax dollars are spent.

XX. PAYMENT OF VOUCHERS/FINANCIAL REPORT

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 Ken Olson, second by Claire Robson. Motion carried unanimously.

XIX. ADJOURNMENT

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

The next Health & Human Services Board meeting will be held on Tuesday, June 14, 2005 at 9:30 a.m. in the Brewer's Training Room of the Health & Human Services Building.

Respectfully submitted,

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

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

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