



**Health and Human Services
2652 Murphy Rd**

608-742-9227
FAX: 608-742-9700
TDD: 608-742-9229
E-MAIL: DHHS@co.columbia.wi.us
WEBSITE: www.co.columbia.wi.us

Mailing Address: P.O. Box 136
Portage, WI 53901-0136

**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JUNE 12, 2007**

I. 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.

II. ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

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

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

OTHERS: John Hartman, MIS Director.

III. AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE AMENDED JUNE 12, 2007 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

IV. APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MAY 8, 2007 REGULAR MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Susan Goethel, second by Dr. O'Neil. Motion carried unanimously.

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

Director Erik Pritzl presented one new contract, seven addenda, one appropriation entry, the Health Services Report, Commission on Aging Financial Report, the H&HS Statement of Receipt and Expenditures, and the Budget Analysis, all dated 4/30/07 to the Board for approval.

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

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

VI. COMMISSION ON AGING

The Commission on Aging did not meet in June.

VII. APPOINTMENT OF JOANN WINGERS TO H&HS BOARD

Chair Curtis introduced JoAnn to the other H&HS Board members.

MOTION: TO APPROVE APPOINTMENT OF JOANN WINGERS TO THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

VIII. ACTION ON H&HS WIRELESS NETWORK – ADDITIONAL FUNDING

MIS Director John Hartman updated the Board on the wireless network/tower project that was approved and budgeted for by the Board last year. At that time, the H&HS Board approved setting aside \$20,000 to erect a tower for a wireless network connection, from the H&HS Building to the Administration building, to increase the network speed and reduce saturation of the network periodically throughout the day. John reported that four companies responded to the RFP he sent out and all of them exceeded the \$20,000 budget. After reviewing the proposals, checking references, and speaking to the different companies, John recommended going with Com Connect, at a price of \$18,000 this year, and then paying an additional \$32,500 to complete the project next year. The cost of the tower alone is \$28,000. John reported on the various warranties of the project and compared it to other solutions, such as adding an additional T-1 line, which would double the current expense and not create a permanent solution to the problem. John also distributed a chart showing an example of what occurs when the network becomes saturated. Secretary Lane requested additional charts showing other peak times throughout the day. With the proposed recommendation, the tower will be placed next to the H&HS building, instead of across the parking lot, and grounding connections will be secured to the tower to minimize lightning strikes to the tower and/or building.

MOTION: TO ADOPT THE PROPOSAL RECOMMENDED BY MIS DIRECTOR JOHN HARTMAN TO CONTRACT WITH COM CONNECT FOR A TWO-PHASE IMPLEMENTATION OF A 100 MEGABITS WIRELESS NETWORK TOWER ON THE GROUNDS OF THE HEALTH & HUMAN SERVICES BUILDING, AT A COST OF \$18,500 IN 2007 AND AN ADDITIONAL COST OF \$32,500 IN 2008, WITH AN ANNUAL MAINTANANCE FEE OF \$600 PER YEAR.

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

IX. AGING & DISABILITY RESOURCE CENTER (ADRC) & LONG TERM CARE (LTC) REDESIGN UPDATES

Director Pritzl reported that the ADRC Committee approved the application to the State at their Monday, June 11 meeting. The budget and staffing levels still need to be completed with the help of the Accounting staff. The ADRC will be located in the H&HS building and the State has mandated specific positions be included in the plans for the resource center. Director Pritzl explained that the ADRC must be in place and operational for two months before the County can participate in Family Care, which is part of the long-term care redesign project.

X. ACTION ON ADRC PLAN FOR SUBMITTING TO STATE

Commission on Aging Director Dennis Wittig presented the ADRC plan to the Board and discussed the process in which it was created.

MOTION: TO ACCEPT THE AGING & DISABILITY RESOURCE CENTER PLAN AS PRESENTED, AND TO FORWARD IT TO THE STATE OF WISCONSIN FOR APPROVAL.

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

XI. ACTION ON ADRC RESOLUTION

Director Pritzl presented the ADRC resolution to the Board for discussion. A draft of the resolution was mailed to the Board members in advance of the meeting. Discussion followed about changes and corrections to the body of the document.

MOTION: TO APPROVE THE AGING & DISABILITY RESOURCE CENTER RESOLUTION.

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

MOTION: TO AMEND THE LANGUAGE OF LINES 8 AND 9 OF THE RESOLUTION AS DISCUSSED.

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

XII. ACTION ON LONG TERM CARE REDESIGN RESOLUTION

Director Pritzl presented a handout demonstrating the financial liability of the long term care redesign program Family Care versus the current long term care program. The Board discussed the handout and then reviewed the resolution which was mailed to them in their meeting packets.

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MOTION: TO APPROVE THE FAMILY CARE RESOLUTION AS PRESENTED.

Motion by Susan Goethel, second by Dr. Boursier. Motion carried unanimously.

MOTION: TO AMEND THE LANGUAGE OF LINE 37 OF THE RESOLUTION AS DISCUSSED.

Motion by Jack Sanderson, second by Susan Goethel. Motion carried unanimously.

MOTION: TO REMOVE LINES 38-41 OF THE RESOLUTION AS DISCUSSED.

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

XIII. FLU CLINIC CONTRACTS WITH AREA SCHOOL DISTRICTS

Director Pritzl presented a request from the school districts of Portage and Poynette to be provided, through means of a contract, flu vaccine to their employees at a cost of \$25 per vaccination. Director Pritzl reported that the school districts initially approached Health Officer Susan Lorenz about the idea.

MOTION: TO APPROVE THE OFFER OF CONTRACTING WITH THE SCHOOL DISTRICTS OF POYNETTE AND PORTAGE TO PROVIDE FLU VACCINE TO THEIR EMPLOYEES AT A COST OF \$25 PER VACCINATION.

Motion by Dr. O'Neil, second by Susan Goethel. Motion carried unanimously.

XIV. HEALTH OFFICER'S REPORT

None.

XV. TRAINING REQUESTS

None.

XVI. ACTION ON REPLACEMENT OF CLERK TYPIST II POSITION

Director Pritzl requested the replacement of the Clerk Typist II position, being vacated by Melissa DesJarlais, who has been chosen to fill one of the vacant Economic Support positions. Director Pritzl advised that there is money in the budget for the replacement and that approval has already been received from the HR and Executive Committees pending approval by the Health & Human Services Board.

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MOTION: TO APPROVE REPLACEMENT OF THE CLERK TYPIST II POSITION AS REQUESTED.

Motion by Mary Cupery, second by Dr. Boursier. Motion carried unanimously.

XVII. ACTION ON REPLACEMENT OF NUTRITIONIST/DIETICIAN TECHNICIAN POSITION

Director Pritzl presented a request to replace the Nutritionist/Dietician for the WIC and COA programs, being vacated by Linda Harris, who has been chosen to fill one of the vacant Economic Support positions. Director Pritzl advised that there is money in the budget for the replacement and that approval has already been received from the HR and Executive Committees pending approval by the Health & Human Services Board.

MOTION: TO APPROVE THE REPLACEMENT OF THE NUTRITIONIST/DIETICIAN POSITION AS REQUESTED.

Motion by Susan Goethel, second by Jan Gardner. Motion carried unanimously.

XVIII. DIRECTOR'S REPORT

Director Pritzl presented copies of the Juvenile Justice pamphlets that were created to educate parents about their responsibilities, both legally and financially, when their child becomes an offender. The newly imposed case management fees took effect June 1. Director Pritzl updated the Board on the progress of the Policies Committee that he has begun with staff to help build consistency in office/department related issues. Director Pritzl notified the Board that he has put a temporary halt to nursing home relocations by the Division of Aging & Long Term Care Support, until funding questions and issues can be worked out. Currently, if a client is moved out of a nursing home, the State agrees to pay a specific amount for that individual's care. However, if the need for care escalates, increased funding is not guaranteed. Director Pritzl will be meeting with Amy Yamriska, Director of the Columbia Health Care Center to discuss this issue further.

XIX. PAYMENT OF VOUCHERS

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

Motion by Dr. Boursier, second by Susan Goethel. Motion carried unanimously.

XX. ADJOURNMENT

Director Pritzl reminded the Board of the upcoming Public Hearing regarding the 2008 Budget. Cathy Karls advised that holding the Public Hearing in July would be most beneficial to the public because the budget is still being worked on at that point and any input into the budget

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could more effectively be dealt with at that time instead of waiting until August. The Board agreed to hold a July Public Hearing regarding the 2008 budget and then will approve the department budget in August for forwarding to the Finance Committee.

The Columbia County Health & Human Services Board will reconvene on Tuesday, July 10, 2007, immediately following the Public Hearing which is scheduled for 9:30 a.m., in the Brewer's Training Room of the Columbia County Health & Human Services Building.

MOTION: TO ADJOURN THE MEETING AND RECONVENE ON TUESDAY, JULY 10, 2007, IMMEDIATELY FOLLOWING THE PUBLIC HEARING.

Motion by Bob Lane, second by Dr. Boursier. Motion carried unanimously.

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

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