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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, JULY 10, 2007**

I. CONVENE FOR PUBLIC HEARING TESTIMONY

The Annual Public Hearing was called to order at 9:30 a.m. by Chair J. Robert Curtis.

II. HEAR TESTIMONY

An attendance sheet was distributed by Gretchen Halvorsen. No county residents were in attendance.

III. ADJORN PUBLIC HEARING

The Annual Public Hearing was declared adjourned at 9:37 a.m. by Chair J. Robert Curtis.

IV. CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:37 a.m., by Chair J. Robert Curtis. The meeting was legally advertised, and a quorum was present.

V. ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

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

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Timothy O'Neil, MD.

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

OTHERS: County Board Chair Harlan Baumgartner; County Board Chair Elect Debra Wopat; Jill McCormick, Columbia/Marquette Tobacco Coalition; Dustin Weis, Portage Daily Register.

VI. AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JULY 10, 2007 HEALTH & HUMAN SERVICES BOARD AGENDA AS PRINTED.

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Motion by JoAnn Wingers, second by Mary Cupery. Motion carried unanimously.

Although the Annual Public Hearing of the Columbia County Department of Health & Human Services' budget was held on this date, the approval of the Department's budget will occur at the Tuesday, August 14, 2007 meeting of the Health & Human Services Board.

VII. APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JUNE 12, 2007 REGULAR MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD, AS WELL AS THE MAY 9, 2007 MINUTES OF THE COLUMBIA COUNTY COMMISSION ON AGING MEETING.

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

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

Director Erik Pritzl presented one new contract, five addenda, eight appropriation entries, the Health Financial Report, the Commission on Aging Financial Report, and the Health & Human Services Financial Report, all dated May 31, 2007, to the Board for approval.

MOTION: TO APPROVE THE CONTRACT, ADDENDA, APPROPRIATION ENTRIES, AND FINANCIAL REPORTS, AND TO LIST THEM AS ATTACHMENTS TO THE MINUTES.

Motion by Mary Cupery, second by Susan Goethel. Motion carried unanimously.

IX. MID-YEAR REPORT FOR COLUMBIA/MARQUETTE TOBACCO COALITION – JILL McCORMICK

Jill McCormick, Coordinator for the Columbia/Marquette Tobacco Coalition presented a handout to the Board members highlighting the 2007 contract objectives and her progress thus far for the year. Some of the objectives Jill discussed included continuing education of the public through the coalition's newsletter, educating State and local policy makers, and collaboration with other agencies and school districts throughout the county.

X. COMMISSION ON AGING

Dennis Wittig, Commission on Aging Director, updated the Health & Human Services Board on the decrease in participation of the COA Nutritional Meals program by approximately 24% so far this year over 2006. The decrease will help to bring the program back into the approved budget. Dennis reported that the Commission approved discontinuing the Meal Site Managers and Advisory Council's annual summer picnic/meeting this year due to staff and budget cuts.

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Dennis reported that the State has approved the Columbia County Aging Plan for 2008 but has required amendments in the plan to deal with the change in staffing, and the need to address the creation of a Transportation Coordination Council within the County as well as establishing an emergency resource list to be used in the event of an emergency.

XI. ACTION ON REPLACEMENT REQUEST – SOCIAL WORKER POSITION IN DALTCS

Health & Human Services Director Erik Pritzl requested approval for the replacement of a social worker in the Division of Aging & Long Term Care Support due to a recent resignation. The current social worker, Kaylen Hoerstmann, will be leaving her position on Friday, July 13. Director Pritzl reported that the HR Committee and Executive Committee have already given approval, pending the approval of the Health & Human Services Board. There is money available in the budget for this position.

MOTION: TO APPROVE THE REPLACEMENT OF THE DALTCS SOCIAL WORKER POSITION, TO BE VACATED, DUE TO A RESIGNATION, ON JULY 13, 2007.

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

XII. ACTION ON PANDEMIC INFLUENZA PREPAREDNESS & RESPONSE PLAN

Public Health Officer Susan Lorenz provided a copy of the Preparedness and Response Plan to Board members prior to today's meeting through email, if available, or by hard copy along with today's agenda. Susan highlighted the plan and discussion followed.

MOTION: TO APPROVE THE PANDEMIC INFLUENZA PREPAREDNESS & RESPONSE PLAN AS PRESENTED.

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

XIII. ACTION ON JOINING THE PUBLIC HEALTH PREPAREDNESS CONSORTIA #10

Public Health Officer Susan Lorenz reported that even though this year's State mandated goals for preparedness were single county goals, the Secretary of Health & Family Services is requiring the reestablishment of consortiums for public health preparedness beginning with 2008. Due to funding limitations, Susan requested approval for Columbia County to join Consortia #10 which is currently made up of Dane, Dodge and Jefferson counties, along with the cities of Madison and Watertown. The consortia can pool their resources and help each of the counties and cities meet their preparedness goals. The consortia has also agreed to return unused money to the consortia partners if it is not expended.

MOTION: TO APPROVE THE COLUMBIA COUNTY DIVISION OF HEALTH JOINING PUBLIC HEALTH PREPAREDNESS CONSORTIA #10 FOR BUDGET YEAR 2008.

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Motion by Doctor Boursier, second by Jan Gardner. Motion carried unanimously.

XIV. HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported that she, the Health & Human Services Director, Erik Pritzl, County Board Chair Baumgartner, County Board Chair Elect Wopat, and the Emergency Management Director Pat Beghin met to discuss the planning history and creation of the Mass Clinic Plan for Columbia County. The result of the meeting was for Susan to explore the idea of a second Mass Clinic Plan which would be held at the Columbia County Highway facility, using the drive-thru bays. Susan also reported that a full scale emergency exercise will take place in the County on Saturday, September 8, beginning at 9:00 a.m. involving Canadian Railroad. Two to three hundred people from many different agencies are expected to take part in the exercise.

XV. ACTION ON OPERATION COUNCIL'S MOU

Director Pritzl discussed the Family Partnership Care Management Operations Council Memorandum of Understanding (MOU) that was included in the meeting packet for today's meeting. The MOU format is the same one that will be used amongst the 11 counties and the two CMOs. The MOU provides for oversight of the Family Care Coalition, and calls for one vote for each county no matter the size. Director Pritzl announced that the document has been approved by Corporation Counsel.

**MOTION: TO ACCEPT THE FAMILY PARTNERSHIP CARE MANAGEMENT
OPERATIONS COUNCIL MEMORANDUM OF UNDERSTANDING AS PRESENTED.**

Motion by JoAnn Wingers, second by Jack Sanderson. Motion carried unanimously.

XVI. DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl reported that the Accounting staff is still working on the budget for the ADRC application but that it should be ready to submit to the State shortly.

The Board discussed the Outagamie newspaper article that was included with the meeting packet. Director Pritzl reported that after receiving the article from Board member Jack Sanderson, he requested verification information from Division Administrators. Director Pritzl reported that documentation is required for all Health & Human Services programs, except for WIC and Prenatal Care Coordination. Discussion followed about other programs and other requirements for those programs.

XVII. PAYMENT OF VOUCHERS

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

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The Board reviewed the H&HS Budget Analysis Program Summary report that is now being provided each month to this Board as well as the Finance Committee. The report, currently through May 31, 2007 indicates that the overall H&HS budget is on target, having consumed 42% of its budget, which is the same percentage projected through that time period.

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

Motion by JoAnn Wingers, second by Mary Cupery. Motion carried unanimously.

XVIII. ADJOURNMENT

The meeting was declared adjourned by Chair J. Robert Curtis at 10:50 a.m.

The next meeting of the Columbia County Health & Human Services Board will be on Tuesday, August 14, 2007 at 9:00 a.m. in the Brewer's Training Room of the Columbia County Health & Human Services Building, located at 2652 Murphy Road, Portage, WI.

Respectfully submitted,

Robert Lane, Secretary
Col. Co. H & HS Board

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

cc: County Board Chair Baumgartner
County Board Chair Elect Wopat

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