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**MINUTES  
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING  
TUESDAY, JULY 13, 2010**

**CONVENE PUBLIC HEARING**

The Annual Public Hearing was called to order at 9:00 a.m. by Chair Timothy O'Neil, MD.

**HEAR TESTIMONY**

An attendance sheet was distributed by Gretchen Halvorsen. Present from the community were Sara Shaver, Compass Counseling; Amanda Crabtree, Foundations Counseling; Peter Schuster, Pauquette Counseling; and Lyn Jerde, Portage Daily Register.

**ADJOURN PUBLIC HEARING**

The Annual Public Hearing was declared adjourned at 9:09 a.m. by Chair O'Neil.

**RECONVENE REGULAR MONTHLY MEETING AND CALL TO ORDER**

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:09 a.m., by Chair Timothy O'Neil, MD. The meeting was publicly noticed, and a quorum was present.

**ROLL**

An attendance sheet was distributed by Gretchen Halvorsen.

**HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT:** Timothy O'Neil, MD; Mary Cupery; Teresa Sumnicht; Jan Gardner, RN; Tom Jenkins; Robert Lane; Richard Boockmeier; Susan Goethel; Dr. Charles Boursier.

**HEALTH & HUMAN SERVICE STAFF PRESENT:** Erik Pritzl; Dawn Woodard; Chris See; Susan Lorenz; Brenda WelshMcLean; Lorie Bednarek; Gretchen Halvorsen.

**OTHERS:** Amanda Crabtree, Foundations Counseling; Sara Shaver, Compass Counseling; Peter Schuster & Robin Deethardt, Pauquette Center; Lyn Jerde, Portage Daily Register; County Board Chair Robert Westby; Cathy Karls, Accounting.

**AGENDA/ADDITIONS/ANNOUNCEMENTS**

Health & Human Services Board Vice Chair Tom Jenkins asked that the following item be added to the agenda: Discussion on New Management Position in 2011 Budget.

**MOTION: TO APPROVE THE JULY 13, 2010 HEALTH & HUMAN SERVICES BOARD AMENDED AGENDA.**

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

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**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MINUTES OF THE JUNE 8 AND JUNE 16, 2010  
MEETINGS OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Mary Cupery, second by Dick Boockmeier. Motion carried.

**DEPARTMENT BUDGET & COMPENSATORY TIME**

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 6/30/10 as well as the Expense and Revenue reports dated 5/31/10.

**DISCUSSION ON NEW MANAGEMENT POSITION IN 2011 BUDGET**

The Board discussed whether there would be a need for additional support staff due to the proposed dividing of the Children & Families Division into two separate divisions. Director Pritzl assured the Board that no additional support staff would be needed for the proposed restructuring.

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

Health & Human Services Director Erik Pritzl presented two contracts and six addenda to the Board for approval.

MOTION: TO APPROVE THE CONTRACTS AND ADDENDA AS PRESENTED AND  
PLACE THEM AS ATTACHMENTS TO THE MINUTES.

Motion by Dick Boockmeier, second by Jan Gardner. Motion carried.

**COMMISSION ON AGING/AGING & DISABILITY RESOURCE CENTER**

COA/ADRC Director Chris See reported that Bright Star, the new contractor for the Foot Clinic will begin services on Wednesday, August 4. Chris reported that she has just finished leading another Stepping On workshop in Poynette, with 9 participants. The workshop focuses on fall prevention. The ADRC welcomed a new support staff worker, Shari Genrick, who began on Monday, July 12. Chris also reported that the new COA Transportation computer program that has been in development for several months is about to be introduced into the work flow to help schedule COA transportation trips for clients.

**RESOLUTION RECOGNIZING BENEFIT SPECIALIST DAY**

Director Pritzl presented a resolution recognizing July 8 as Benefit Specialist Day in Wisconsin. Brenda WelschMcLean and Lorie Bednarek were briefly present at the meeting to be introduced to the Board.

MOTION: TO APPROVE THE RESOLUTION RECOGNIZING BENEFIT SPECIALIST  
DAY.

Motion by Bob Lane, second by Susan Goethel. Motion carried.

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**ACTION ON POSITION REPLACEMENT REQUEST FOR ADRC/COA DIRECTOR**

Director Pritzl announced that ADRC/COA Director Chris See has accepted a position with the State of Wisconsin and will be leaving the employment of Columbia County. Chris' last day will be August 6. Director Pritzl presented a replacement request for the ADRC/COA directorship.

**MOTION: TO RECOMMEND APPROVAL OF THE REPLACEMENT REQUEST FOR THE ADRC/COA DIRECTOR'S POSITION.**

Motion by Tom Jenkins, second by Susan Goethel. Motion carried.

**HEALTH OFFICER'S REPORT**

Public Health Office Susan Lorenz reported that the Wisconsin Dells School district has decided not to partner with the Division of Health for the Seal a Smile dental program. The school district was concerned about the time involvement of the staff. Susan reported that the Ronald McDonald Dental Van is in Columbia County for the next 3 weeks providing dental care to children throughout the county. Susan also reported that the State of Wisconsin has lifted the public health emergency declaration regarding the H1N1 flu and believes a third round of the virus is not likely. WHA-TV will be interviewing Susan later in the week to discuss the H1N1 response experience in Columbia County. Susan also advised the Board about the current WIC caseload and recent audit of the program.

**TRAINING REQUESTS**

Director Pritzl presented a request for Gretchen Halvorsen to attend a training at Western Tech in Viroqua on August 11 regarding practical applications for confidential information sharing. The cost of the training is \$50.

**MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUEST AS PRESENTED.**

Motion by Tom Jenkins, second by Dick Boockmeier. Motion carried.

**RESOLUTION RECOGNIZING THE RETIREMENT OF ECONOMIC SUPPORT  
LEAD WORKER KATHY SMITH**

Director Pritzl presented a resolution recognizing the retirement of Economic Support Lead Worker Kathy Smith on June 4, 2010 after 30 years of service to Columbia County.

**MOTION: TO APPROVE THE RESOLUTION RECOGNIZING THE RETIREMENT OF ECONOMIC SUPPORT LEAD WORKER KATHY SMITH.**

Motion by Bob Lane, second by Mary Cupery. Motion carried.

**DIRECTOR'S REPORT**

Health & Human Services Director Erik Pritzl discussed the tentative timeline for filling the ADRC/COA directorship. After today's approval, Director Pritzl still needs to obtain approval

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from the Human Resource Committee and the Executive Committee. Director Pritzl updated the Board on the progress of the Family Care program throughout the rest of Wisconsin. Dane County still is not a participant in the program. Director Pritzl advised the Board that Mendota Mental Health facility lost their certification for their Adult Assessment & Treatment Unit (AATU) program as of 6/1/10 and therefore cannot bill MA for services. Mendota initially contacted the counties with residents in the program and informed them that they would be responsible for the services, however, this decision is currently under review. Director Pritzl will update the Board as the situation changes.

**ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT  
MOTION: TO ACCEPT THE H&HS VOUCHERS AS PRESENTED.**

Motion by Bob Lane, second by Susan Goethel. Motion carried.

**NEXT MEETING DATE**

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Tuesday, August 10, 2010, at 9:30 a.m., following the Commission on Aging meeting.

**ADJOURNMENT**

**MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT  
10:16 A.M.**

Motion by Dick Boockmeier, second by Mary Cupery. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Tuesday, August 10, 2010, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,

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Teresa Sumnicht, Secretary  
Col. Co. H & HS Board

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

cc: Chair Westby  
Chair Elect Ross