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MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, AUGUST 12, 2008

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, 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; Tom Jenkins; Susan Goethel; Charles Boursier, MD.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: Robert Lane.

HEALTH & HUMAN SERVICE STAFF PRESENT: Erik Pritzl; Kathy Koenecke; Dawn Woodard; Gretchen Halvorsen.

OTHERS: Deb Wopat, County Board Chair; Cathy Karls, Accounting.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE AUGUST 12, 2008 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE JULY 8, 2008 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 7/31/08, as well as the Health & Human Services Financial Reports dated 6/30/08.

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

Director Pritzl presented one new contract, eight addenda, seven appropriation entries,

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and one line item transfer regarding the communication tower and equipment to the Board for approval.

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

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

MOTION: TO APPROVE THE LINE ITEM TRANSFER AND TO PLACE IT AS AN ATTACHMENT TO THE MINUTES.

Motion by Dr. O'Neil, second by Dr. Boursier. Motion carried.

COMMISSION ON AGING

COA/ADRC Director Christine See was not present for a report.

ACTION ON PHN WELLNESS FAIR COMPENSATORY TIME PAYOUT

Health & Human Services Director Erik Pritzl requested approval for Public Health Nurse Laura Simonds to earn comp time at the Lodi Wellness Fair, at a cost of \$278.91, which will be paid for through Tobacco Control monies. Laura will be representing the Columbia Anti-Tobacco Coalition for the 4 hours of the fair. Community presentations are a requirement of the contract.

MOTION: TO APPROVE COMP TIME FOR LAURA SIMONDS, IN THE AMOUNT OF \$278.91, TO ATTEND THE LODI WELLNESS FAIR, TO BE PAID FOR FROM TOBACCO CONTROL GRANT MONIES.

Motion by Tom Jenkins, second by Jan Gardner. Motion carried.

HEALTH OFFICER'S REPORT

H&HS Director Erik Pritzl reported that Public Health Officer Susan Lorenz continues to attend ground water study meetings. The group is mapping water test results around the county. The study is scheduled to be completed in 2012. Director Pritzl presented a flyer to the Board advertising free water test kits for residents of the Towns of Pacific and Wyocena, whose results will also be incorporated into the ground water mapping. Director Pritzl reported on a recent suspected Norovirus outbreak at Pride of America Campground in Rio. Testing is still being completed and results will be forwarded to the Division of Health for any necessary follow up.

DIVISION ADMINISTRATOR PRESENTATIONS – KATHY KOENECKE, DCF

Division of Children & Family Administrator Kathy Koenecke distributed a pamphlet to all Board members and discussed the challenges her division faces working with difficult families who have a variety of societal issues. Director Pritzl informed the Board that each Division Administrator will have a standard brochure for their presentation as was used in Kathy's presentation today. The Board suggested engaging the media in a series of articles to highlight the Division Administrator presentations.

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ACTION ON H&HS DEPT COMP TIME PAYOUT FOR FLOOD RELATED ISSUES

Director Pritzl distributed a handout entitled FEMA Claim – Flooding Crisis June 2008, listing the total number of hours that each worker provided directly related to the disaster recovery, and a handout entitled Economic Support – Earned Comp Time – Milwaukee County Project, listing the total number of hours that each Economic Support worker provided in assisting Milwaukee County in processing emergency FoodShare for flood victims of Milwaukee County, as instructed to do so by the State of Wisconsin. FEMA will reimburse Columbia County for the worker's hours in dealing with disaster recovery and Milwaukee County will payout the comp time earned to process their FoodShare applications.

MOTION: TO APPROVE THE PAYOUT OF COMP TIME AS PRESENTED FOR FLOOD RELATED ISSUES.

Motion by Jackson Sanderson, second by Susan Goethel. Motion carried.

TRAINING REQUESTS

There were no training requests for today's meeting.

ACTION ON H&HS DEPARTMENT'S 2009 BUDGET

Director Pritzl presented handouts regarding the budget in addition to the materials that were sent out with the agenda and minutes. Director Pritzl reviewed the process that the Department set up for Board members to examine the budget prior to approval. The full contents of the budget was also available during the meeting, as was Cathy Karls from Accounting. Director Pritzl lead the Board through the highlights of the budget. The total County Levy request for the Department is \$5,025,321, a 41.06% increase which includes the full payment to the State for Family Care.

MOTION: TO APPROVE THE HEALTH & HUMAN SERVICES DEPARTMENT'S 2009 BUDGET AND FORWARD IT TO THE FINANCE COMMITTEE FOR APPROVAL.

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

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl announced that the Intoxicated Driver Program screening of RFPs is currently in progress with site visits occurring due to a suggestion by Board Member Lane. Director Pritzl announced that the State has decided to contract with Central Wisconsin Community Action Council for furnace replacements so that issue has been resolved. Director Pritzl informed the Board that he is participating in long term recovery meetings, which are being held in Sauk County for area counties dealing with the aftermath of flooding and post-FEMA. The Department will be hosting two interns over the next 12 months, with one assigned to Director Pritzl and the second assigned to the Division of Children & Family. Both interns are students in the Human Services field. Director Pritzl asked for additional feedback concerning the review of the budget process. Discussion followed.

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PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

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

ADJOURNMENT

Chair Curtis declared the meeting adjourned at 11:38 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, September 9, 2008, at 9:00 a.m. in the Brewer's Training Room of the Columbia County Health & Human Services Building.

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

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