



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

**Health and Human Services  
2652 Murphy Rd**

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

**MINUTES  
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING  
TUESDAY, SEPTEMBER 8, 2009**

**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. 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: J. Robert Curtis; Mary Cupery; Jack Sanderson; Robert Lane; Tom Jenkins; Tim O'Neil, MD; Susan Goethel; Charles Boursier, MD.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Jan Gardner, RN.

HEALTH & HUMAN SERVICE STAFF PRESENT: Erik Pritzl; Susan Lorenz; Gretchen Halvorsen.

OTHERS: Cathy Karls, Accounting.

**AGENDA/ADDITIONS/ANNOUNCEMENTS**

MOTION: TO APPROVE THE SEPTEMBER 8, 2009 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

**APPROVAL OF MINUTES**

MOTION: TO APPROVE THE MINUTES OF THE AUGUST 11, 2009 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Mary Cupery, second by Tom Jenkins. Motion carried.

**DEPARTMENT BUDGET & COMPENSATORY TIME**

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 8/31/09, the Health & Human Services Financial Reports dated 7/31/09.

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

Director Pritzl presented three addenda and two appropriation entries to the Board for approval.

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

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

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

Health & Human Services Director Erik Pritzl announced that the COA did not schedule a meeting for September and that he had no new updates to report.

**HEALTH OFFICER’S REPORT**

Public Health Officer Susan Lorenz provided copies of the National Association of Local Boards of Health newsletter. Susan reported on preparations for the H1N1 vaccinations which will target children, from 6 months to 24 years old, health care workers, emergency medical services workers, pregnant women, adults with health problems, and adults caring for children under 6 months old. Susan reported that she had been meeting with public schools in the county to arrange school based vaccination clinics. So far, 9 out of the 10 school districts have expressed an interest in the school based option. Susan encouraged everyone to keep current on the H1N1 flu and vaccine issues by accessing [www.pandemic.wisconsin.gov](http://www.pandemic.wisconsin.gov) .

**TRAINING REQUESTS**

None.

**ACTION ON REPLACEMENT REQUEST**

Health & Human Services Director Erik Pritzl presented a request for a Clerk Typist position which has become vacant due to the employee’s transfer to the District Attorney’s office. The position is needed and there is money in the budget for it.

MOTION: TO APPROVE THE REPLACEMENT OF THE CLERK TYPIST POSITION AS REQUESTED AND TO FORWARD THE REQUEST TO THE HUMAN RESOURCES COMMITTEE FOR APPROVAL.

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

**DIRECTOR’S REPORT**

Health & Human Services Director Erik Pritzl reported that the recent grant application made with CESA-5 to expand services for juveniles has moved to the next step of approval. Director Pritzl will keep the Board informed of the final outcome of the application. Director Pritzl reported that the State is requesting assistance from counties to process the high number of BadgerCare Childless Adult applications for the program which began July 1. The State has provided written verification that they will be responsible for all expenses to facilitate the application processing. Columbia County has expressed interest in the opportunity. Director Pritzl will update the Board about the number of hours spent providing the services to the State and the reimbursement of those services by the State of Wisconsin. Director Pritzl provided a draft of the resolution regarding candy flavored tobacco for review and discussion. The final draft will be presented at the October H&HS Board meeting for action.

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

Motion by Jack Sanderson, second by Tom Jenkins. Motion carried.

**NEXT MEETING DATE**

Director Pritzl announced that he had a conflict with the regularly schedule H&HS Board meeting for October but could offer a Division Administrator to substitute in his place.

The next Health & Human Services Board meeting is scheduled for Tuesday, October 13, 2009, at 9:30 a.m., following the Commission on Aging meeting and public hearing.

**ADJOURNMENT**

Chair Curtis declared the meeting adjourned at 10:00 a.m.

The Columbia County Health & Human Services Board will reconvene on Tuesday, October 13, 2009, in the Brewer's Training Room of the Columbia County Health & Human Services Building.

Respectfully submitted,

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Mary Cupery, Secretary  
Col. Co. H & HS Board

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

cc: Chair Wopat  
Vice Chair Westby