



**Health and Human Services
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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, OCTOBER 9, 2007**

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.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

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

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Jack Sanderson.

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

OTHERS: Ray Frey, Professor; Taimme Sibine, Social Work Intern.

AGENDA/ADDITIONS/ANNOUNCEMENTS

Gretchen reported that the look and changes of the agenda and minutes are due to a recent training held by the County Clerk in an effort to promote uniformity amongst County staff who produce agendas and minutes for County meetings.

MOTION: TO APPROVE THE OCTOBER 9, 2007 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by JoAnn Wingers, second by Jan Gardner. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE SEPTEMBER 11, 2007 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Jan Gardner, second by JoAnn Wingers. Motion carried.

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl advised that this item will now be on the H&HS Board agenda monthly as a follow up to the County Clerk training event. Erik provided a handout of the budget review that was also forwarded to the Finance Committee by Accounting.

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

Director Pritzl presented one new contract, nine addenda, two appropriation entries, the Health Services Report, Commission on Aging Financial Report, and the H&HS Statement of Receipts and Expenditures, all dated 8/31/07 to the Board for approval.

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

Motion by Dr. O'Neil, second by Jan Gardner. Motion carried.

Director Pritzl presented two versions of the same resolution, which were written to recognize the monetary donations the family of Dustin Raley has made to Columbia County Health & Human Services to purchase and distribute meningitis vaccine, free of charge, to county residents. The Board chose the resolution addressed to the County Board of Supervisors.

MOTION: TO APPROVE THE RESOLUTION TO THE COUNTY BOARD OF
SUPERVISORS ACKNOWLEDGING AND THANKING THE DUSTIN RALEY FAMILY
FOR THEIR CONTINUED DONATIONS TO COLUMBIA COUNTY HEALTH & HUMAN
SERVICES TO PURCHASE MENENGITIS VACCINE FOR COUNTY RESIDENTS.

Motion by JoAnn Wingers, second by Susan Goethel. Motion carried.

COMMISSION ON AGING

Commission on Aging Director Dennis Wittig presented new language for the '08 Aging Plan that was discussed and approved at the September Commission on Aging meeting. The new language was initiated by the State, who requested that Columbia County address transportation planning goals for next year as well as address emergency preparedness within the county. Dennis reported that he borrowed much of the emergency preparedness from the plan that already exists in Columbia County, which was created by Susan Lorenz, the Public Health Officer for Columbia County. Dennis advised that he will need to submit the augmented plan back to AgeAdvantAge, the State's contract agency, for final approval.

MOTION: TO APPROVE OF THE ADDITIONAL PLANS OF TRANSPORTATION GOALS
AND EMERGENCY PREPAREDNESS FOR COLUMBIA COUNTY'S 2008 AGING
PLAN, AS REQUESTED BY THE STATE.

Motion by Dr. O'Neil, second by JoAnn Wingers. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported that the Division of Health received \$12,370 in donations from the Dustin Raley family after this year's kickball tournament and benefit. Susan also reported on the success of the Community Forum held on September 20, with 41 attendees,

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who worked together to create the top five priorities for Public Health future planning: Access to Health Care; Improved knowledge of Wellness throughout the community; Addressing Addiction; Our Physical Environment; and, Promoting Worksite Wellness. Susan advised that a Land Use meeting is scheduled on Oct 12 to discuss high nitrate levels throughout the county; the Drive-Thru Mass Clinic Plan B drill is set for October 23 at the Highway Department; a functional drill is planned for the week of October 22 to review the Department's communication and response level in the event of an anthrax threat within the county; and, a Pandemic Exercise regarding school closures will take place on October 30 at the Black Forrest Restaurant.

TRAINING REQUESTS

H&HS Director Pritzl presented three training requests for staff:

Economic Support Administrator Wendy Metcalf to attend the Child Care and MA Overpayment Training in Mosinee on October 22, 2007. The cost of the training is \$40 and will be paid for from incentive dollars.

H&HS Director Erik Pritzl to attend the Adult-At-Risk Conference at the Kalahari in Wisconsin Dells on October 16, 2007, at a cost of \$90. The training request is in place of attending the WCHSA Conference this fall.

Public Health Nurse Heather Stenberg to attend the State Radon Conference in Green Lake on November 14 at a cost of \$50. The cost of the training will be paid for from the Radon Grant.

MOTION: TO APPROVE THE AFOREMENTIONED TRAINING REQUESTS AS PRESENTED.

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

REPLACEMENT REQUEST – HUMAN SERVICES AIDE

Director Pritzl presented a replacement request for a Human Services Aide position that has become vacant due to that person moving to another position within the Department. There is money in the budget for this position.

MOTION: TO APPROVE THE REPLACEMENT POSITION REQUEST FOR A HUMAN SERVICES AIDE AS PRESENTED.

Motion by JoAnn Wingers, second by Dr. O'Neil. Motion carried.

DIRECTOR'S REPORT

Director Pritzl announced that the Department, in agreement with Corporation Counsel, is no longer performing guardianships. The work is not mandated and the process for doing it has become too time consuming. Director Pritzl reported that the Department, with the approval of the Human Resources Department, has created and sent out RFPs to establish an Employee Wellness Program for Columbia County employees. The funding for the program comes from

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dollars provided by the County's health insurance provider. Director Pritzl announced the hiring of two new social workers for the Division of Children & Family, who will both begin work in October.

PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

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

ADJOURNMENT

The Columbia County Health & Human Services Board will reconvene on Tuesday, November 6, 2007, at 9:30 a.m., in the Brewer's Training Room of the Columbia County Health & Human Services Building, following the Commission on Aging meeting.

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

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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