



**Health and Human Services
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**MINUTES
COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING
TUESDAY, DECEMBER 16, 2008**

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 9:08 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; Susan Lorenz; Gretchen Halvorsen.

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

AGENDA/ADDITIONS/ANNOUNCEMENTS

Health & Human Services Director Erik Pritzl announced that Support Services Division Administrator Gretchen Halvorsen will present today instead of Aging & Disability Resource Center/Commission on Aging Director Chris See.

MOTION: TO APPROVE THE DECEMBER 16, 2008 HEALTH & HUMAN SERVICES BOARD AMENDED AGENDA.

Motion by Jack Sanderson, second by Dr. Boursier. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE NOVEMBER 11, 2008 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

DEPARTMENT BUDGET & COMPENSATORY TIME

Health & Human Services Director Erik Pritzl presented the Department's Comp Time Report dated 11/30/08, as well as the Health & Human Services Financial Reports dated 10/31/08.

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

Director Pritzl presented fifty three 2009 contracts, one 2008 contract, six addenda, two appropriation entries, and one resolution to the Board for approval.

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

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

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

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

Director Pritzl presented the 2009 Elderly and Disabled Specialized Transportation Grant resolution accepting the grant monies of \$133,045.

MOTION: TO ACCEPT THE 2009 ELDERLY AND DISABLED SPECIALIZED TRANSPORTATION GRANT AND MATCH IT WITH COUNTY FUNDS OF \$26,609, FOR AN INCREASE OF \$559 TO BE PAID FOR FROM THE CONTINGENCY FUND.

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

Director Pritzl also presented a Case Management Analysis report showing the benefits of continuing the arrangement with Care Wisconsin in contracting out the Department's Long Term Support social workers.

COMMISSION ON AGING

The Commission on Aging meets in January and the Aging & Disability Resource Center Board meets on Thursday, December 18, 2008.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz reported on a confirmed rabies case, in the city of Portage, from a bat. Susan also reported on the quarterly Tobacco Control Board meeting, in which Representative Elect Fred Clark attended and supported a smoke free Wisconsin. Susan also shared the State of Wisconsin's 2008 Health Rankings report, by county, and discussed several health rankings in Columbia County as compared to the rest of the state. Each Board member was given a copy of the report.

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**DIVISION ADMINISTRATOR PRESENTATIONS – GRETCHEN HALVORSEN,
DIVISION OF SUPPORT SERVICES**

Division of Support Services Administrator Gretchen Halvorsen distributed a pamphlet to all Board members and discussed division statistics.

TRAINING REQUESTS

There were no training requests.

DIRECTOR'S REPORT

Health & Human Services Director Erik Pritzl provided handouts of the directions for H&HS Board members to be able to access a secured site on the Department's webpage. The login and password were also provided. Beginning in January, information to be discussed in H&HS Board meetings will be available on the site the day before each meeting. Director Pritzl announced that the Finance Committee has released the money necessary for the purchase of a new used agency vehicle in 2009. A model has not yet been selected. Director Pritzl reported on his involvement with the WCHSA Spring Conference Planning Committee. The conference is schedule to take place in Wisconsin Dells in May. Director Pritzl has also volunteered to be part of a panel to discuss a new State promoted method of interviewing called Safe, Simple, Smart Interviewing, as it relates to victims of abuse and neglect. The panel will travel around the state promoting the new method. Director Pritzl will also participate in the Southern Regional Training Partnership's Training Advisory Committee in 2009.

PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Tom Jenkins, second by Dr. O'Neil. Motion carried.

ADJOURNMENT

MOTION: TO ADJOURN THE MEETING.

Motion by Jack Sanderson, second by Mary Cupery. Motion carried.

The meeting adjourned at 11:10 a.m. The Columbia County Health & Human Services Board will reconvene on Tuesday, January 13, 2009, 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.

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