



COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, JANUARY 4, 2023

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 1:00 p.m., by Chair Doug Richmond. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Doug Richmond; Char Holtan; Keith Miller; Steven Balsiger; Brad Cook; Liz Miller; Tom Drury.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: Jessica Smith, RN.

HEALTH & HUMAN SERVICE STAFF PRESENT: Heather Gove; Sue Lynch; Ellen Ellingsworth; Stephanie Nickel; Katie Day; Gretchen Halvorsen.

OTHERS: Susan Fisher, Corporation Counsel; Jesica Walter, Shonna Neary, Accounting; Denise Brusveen, County Board 1st Vice Chair.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JANUARY 4, 2023 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Keith Miller, second by Char Holtan. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE DECEMBER 7, 2022 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Liz Miller, second by Keith Miller. Motion carried.

PUBLIC INPUT

None

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report, and Financial Report dated 11.30.2022, were presented.

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

Health & Human Services Director Heather Gove presented two 2022 contracts, four 2022 addenda, twenty 2023 contracts, two 2023 MOUs, 2022 & 2023 BAAs, and a donation list to the Board for approval.

MOTION: TO APPROVE THE CONTRACTS, ADDENDA, MOUs, BAAs, AND DONATION LIST, AND TO PLACE THEM AS AN ATTACHMENT TO THE MINUTES.

Motion by Keith Miller, second by Tom Drury. Motion carried.

AGING & DISABILITY RESOURCE CENTER REPORT

ADRC Director Sue Lynch reported that the ADRC was awarded \$100,000 from the Lenz Trust, and also received additional donations during the Christmas season, including a \$5,000 donation and a \$2,000 donation, so a portion of these monies will go toward opening people up from the Wait List for Home Delivered Meals. Director Lynch reported that the ADRC will also be working on expanding the congregate meal sites in Poynette and Pardeeville to 5 days per week over the course of the first few months of the new year. The ADRC will be submitting the Independent Living Supports grant application by January 13 which Director Lynch spoke about at the December meeting. Sue reported that the Transportation Audit was very successful, and she also reported that the ADRC has been receiving some very positive comments about the recent changes to the Grapevine Newsletter.

HEALTH OFFICER'S REPORT

Public Health Officer Ellen Ellingsworth reported that the Public Health Educator has now resigned and her final day is January 12. She is concentrating on distributing as many car seats as possible before she leaves as the program will need to be paused until the position is filled and the car seat technician training has been completed. Ellen reported that due to all of the resignations of Public Health staff, the Division has placed all services on hold. Ellen also reported that the Division is without a Medical Advisor so is unable to administer immunizations, TB testing, Prenatal Care Coordination, etc. Discussion followed.

MOTION: TO REQUEST THAT THE EXECUTIVE COMMITTEE PLACE THE AGENDA ITEM "APPLICATION PROCESS FOR MEDICAL ADVISORY" ON ITS NEXT MEETING AGENDA.

Motion by Keith Miller, second by Liz Miller. Motion carried.

REQUEST TO EXTEND DOH COMMUNITY HEALTH WORKER POSITION

HHS Director Gove requested the extension of this grant funded position, due to new funding, that will be in place through December 2024.

MOTION: TO APPROVE THE EXTENSION OF THE COMMUNITY HEALTH WORKER POSITION TO BE PAID FOR FROM GRANT FUNDING THROUGH DECEMBER 2024.

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Motion by Keith Miller, second by Liz Miller. Motion carried.

REPLACEMENT REQUEST FOR DOH PUBLIC HEALTH EDUCATOR

HHS Director Gove requested permission to fill the Public Health Educator position due to a resignation.

MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR THE PUBLIC HEALTH EDUCATION POSITION AS PRESENTED.

Motion by Brad Cook, second by Liz Miller. Motion carried.

TRAINING REQUESTS

None.

OVERTIME APPROVAL FOR DIVISION OF ECONOMIC SUPPORT (DES) NOT TO EXCEED ALLOTTED FUNDING

Director Gove requested approval for DES staff to work overtime, once the public health emergency is set to expire. Notice of the “unwinding” occurring will originate with the Federal Government, and then notice will pass through from the State. The unwinding of the FoodShare, Medical Assistance, and Child Care Assistance programs will cause an immediate surge in case reviews, thus the need for overtime for staff. The State will be providing funding for the overtime expense, and no County levy will be involved.

MOTION: TO APPROVE THE OVERTIME REQUEST FOR DES STAFF ONCE THE PUBLIC HEALTH EMERGENCY ENDS, AS PRESENTED, AND NOT TO EXCEED FEDERAL AND STATE FUNDING.

Motion by Keith Miller, second by Char Holtan. Motion carried.

REQUEST TO REINSTATE DES CELL PHONES

Director Gove requested that the DES cell phones that were removed from the 2023 HHS Department budget be reinstated using enhanced DES funding. The cost would be \$1,120 and no County levy is involved.

MOTION: TO APPROVE REINSTATING DES CELL PHONES, AS PRESENTED, USING ENHANCED FUNDING FROM THE STATE.

Motion by Liz Miller, second by Steve Balsiger. Motion carried.

LINE ITEM TRANSFER USING ENHANCED FUNDING FOR DES CELL PHONES

MOTION: TO APPROVE THE LINE ITEM TRANSFER OF \$1,120 TO REINSTATE THE DES CELL PHONES.

Motion by Liz Miller, second by Keith Miller. Motion carried.

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**REQUEST TO APPROVE APPLYING FOR OPIOID & STIMULANT TREATMENT
UNMET NEEDS GRANT**

HHS Director Gove requested permission to apply for the Opioid & Stimulant Treatment Unmet Needs Grant so that addiction services can be expanded. The grant request will be for \$300,000 and the application is due to the State by January 20.

MOTION: TO APPROVE THE DEPARTMENT APPLYING FOR THE OPIOID &
STIMULANT TREATMENT GRANT AS PRESENTED.

Motion by Steve Balsiger, second by Liz Miller. Motion carried.

**REQUEST TO INITIATE MENTAL HEALTH & SUBSTANCE ABUSE SERVICES
REVIEW STUDY**

Director Gove requested permission to begin a review of the Mental Health and OADA services within Columbia County HHS. Specifically, the cost effectiveness of a mental health clinic with Health & Human Services and the cost effectiveness of contracting vs. in house services. Director Gove advised that a Request for Proposal would be part of the process. The review would be paid for by grant funding from the Division of Health.

MOTION: TO APPROVE A STUDY FOR A MENTAL HEALTH CLINIC IN HEALTH &
HUMAN SERVICES.

Motion by Brad Cook, second by Keith Miller. Motion carried.

REQUEST FOR BLANKET APPROVAL OF DCF SOLICITATIONS

Director Gove requested a blanket approval for the Division of Children & Families to solicit for all foster care and kinship care events instead of having to get repeated approvals for each Division event.

MOTION: TO GIVE A BLANKET APPROVAL FOR ALL DCF SOLICITATIONS
INVOLVING FOSTER CARE AND KINSHIP CARE EVENTS.

Motion by Keith Miller, second by Liz Miller. Motion carried.

CHAIRPERSON'S REPORT

Chair Richmond reported that the Columbia County Opioid Abatement Ad Hoc Committee had its first meeting in December. The committee's next meeting is scheduled for Wednesday, January 11, at 3:00 p.m. in Meeting Room #3 of the HHS Building. Chair Richmond reported on recent developments of the tentative pharmacy settlements, which as of the end of 2022 are estimated to total over \$20 billion. Columbia County should receive approximately \$2.5 million from that series of settlements. Chair Richmond reminded the Board members that the next WCA meeting regarding opioid settlements will be next Thursday in Wisconsin Rapids, and he encouraged members to attend.

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DIRECTOR’S REPORT

Health & Human Services Director Heather Gove reported that she attended the IS&P Committee meeting earlier in the day and at it, the River Haven Board requested that the County donate the property to them for their expansion project. Director Gove provided additional details about the DES unwinding process and the notification to the Department that the DES staff will need to invest in soft phones software, which will be paid for from State funding. Director Gove will share more of the details of this project as they are released by the State. Director Gove reported that the out of state travel, approved at last month’s meeting, for the Public Health Educator did not occur due to her resignation so that money was not spent. Director Gove also reported that the Department currently has 9 vacancies and is working with HR to try to pay for an InDeed subscription, from grant funding, that all County departments could use, so that County vacancies receive better exposure with job seekers. Director Gove advised the Board that she continues to meet with vendors, working to build relationships, but has run into a number of vendors that want bigger increases in their contracts than what was approved in the budget. Director Gove shared her concerns about losing vendors and then having to reduce service options in the County if negotiations do not succeed.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT
MOTION: TO ACCEPT THE HHS VOUCHER REPORT AS PRESENTED.

Motion by Keith Miller, second by Tom Drury. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, February 1, 2023 at 1:00 p.m. at Columbia County HHS.

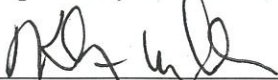
ADJOURNMENT

MOTION: TO ADJOURN THE MEETING AT 2:09 P.M.


Motion by Keith Miller, second by Liz Miller. Motion carried.

The Columbia County Health & Human Services Board will reconvene for their next regular meeting on Wednesday, February 1, 2023 at 1:00 p.m. in Meeting Rooms #2 & #3 of the Columbia County Health & Human Services, 111 E. Mullett Street, Portage, WI.

Respectfully submitted,



Keith Miller, Secretary
Col. Co. H & HS Board



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

cc: County Board Chair Chris Polzer
County Board 1st Vice Chair Denise Brusveen
County Board 2nd Vice Chair Matthew Rohrbeck

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