



COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, APRIL 5, 2023

CALL TO ORDER

The regular meeting of the Columbia County Health & Human Services Board was called to order at 1:05 p.m., by Vice Chair Char Holtan. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

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

BY PHONE: Jessica Smith, RN.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Doug Richmond, Keith Miller.

HEALTH & HUMAN SERVICE STAFF PRESENT: Heather Gove; Stephanie Nickel; Carol Sjoblom; Brianne Williams; Kathy Cummings; 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 APRIL 5, 2023 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 1, 2023 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

PUBLIC INPUT

None

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REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report was presented to the Board.

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

Health & Human Services Director Heather Gove presented five 2023 contracts, twelve 2023 addenda, fifty 2022 close out contracts, six BAAs, and a donation list to the Board for approval.

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

Motion by Brad Cook, second by Steve Balsiger. Motion carried.

LINE ITEM TRANSFER FIT FAMILIES

Director Gove presented a request to transfer some funding within Fit Families from program costs to salary and fringe.

MOTION: TO APPROVE THE LINE ITEM TRANSFER FOR FIT FAMILIES AS
PRESENTED.

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

AMERICAN RED CROSS GRANT

Director Gove presented the American Red Cross grant application and notified the Board that the application was approved by County Board Chair Polzer to be submitted due to the grant's application deadline.

MOTION: TO APPROVE THE SUBMISSION OF THE AMERICAN RED CROSS GRANT
APPLICATION AS PRESENTED.

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

CONGRESSIONAL DIRECTED SPENDING REQUEST

Director Gove presented the Congressional Directed Spending Request grant application and notified the Board that the application was approved by County Board Chair Polzer to be submitted due to the Grants application deadline.

MOTION: TO APPROVE THE SUBMISSION OF THE CONGRESSIONAL DIRECTED
SPENDING REQUEST GRANT APPLICATION AS PRESENTED.

Motion by Brad Cook, second by Steve Balsiger. Motion carried.

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2022 FINANCIAL REVIEW

Columbia County Comptroller Shonna Neary presented the 2022 Financial Review for the Health & Human Services Department. Discussion followed.

AGING & DISABILITY RESOURCE CENTER REPORT

ADRC Assistant Director Brienne Williams reported that April 16-22 is National Volunteer Appreciation Week. The ADRC will be recognizing its volunteer drivers and the volunteers who work with the Grapevine Newsletter. Last month, on Disability Advocacy Day, the ADRC's Disability Specialist attended the event at the State Capitol to advocate for consumers. Representatives Plumer & State Senator Ballweg have since asked to do ride-alongs with ADRC drivers for Home Delivered Meals. May 9 is Aging Advocacy Day at the capitol, and ADRC staff will be attending that event as well. The ADRC continues with their reassessments for the HDM program participants and to help reduce the number of individuals on the wait list.

REMOVE ENSURE FEE FROM FEE SCHEDULE

HHS Director Gove reported that the ADRC is no longer selling Ensure and therefore requested that the Ensure fee be removed from the Fee Schedule.

MOTION: TO APPROVE THE REMOVAL OF THE ENSURE FEE FROM THE FEE SCHEDULE FOR THE ADRC.

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

ADD \$3 FEE TO FEE SCHEDULE FOR ROUNDTRIP RIDE TO LOCAL CONGREGATE MEAL SITE

Director Gove requested adding a \$3 fee to the Fee Schedule for roundtrip rides to local congregate meal sites to encourage socialization and nutrition.

MOTION: TO APPROVE THE ADDITION OF A \$3 FEE TO THE FEE SCHEDULE FOR THE ADRC TO PROVIDE ROUNDTRIP RIDES TO LOCAL CONGREGATE MEAL SITES.

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

APPOINTMENTS TO THE ADRC BOARD AND THE TRIP COUNCIL

Director Gove requested appointments of Vanessa Chapman and Paul Zarnikow to the ADRC Board, and Marie Darling-Ellis and Shamus O'Reilly to the TRIP Council. They each completed applications per the new Standing Rules, and were approved at last month's ADRC Board meeting.

MOTION: TO RECOMMEND APPROVAL OF VANESSA CHAPMAN AND PAUL ZARNIKOW TO THE ADRC BOARD, AND MARIE DARLING-ELLIS AND SHAMUS O'REILLY TO THE TRIP COUNCIL.

Motion by Steve Balsiger, second by Tom Drury. Motion carried.

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HEALTH OFFICER’S REPORT

Health & Human Services Director Heather Gove presented the Health Officer’s Report and advised the Board that new Nurse Supervisor Julie Nieman is doing a great job while Public Health Officer Ellen Ellingsworth is on leave. Some of the DOH staff recently met with Prairie Ridge Hospital to review with them the services that the Division of Health provides. Director Gove reported that 3 PH staff have recently received certification as car seat technicians so that they can give out car seats and educate families on proper car seat installation. PH Officer Ellingsworth intends to get her certification as well once she returns from leave so that there is sufficient backup for this program. The Division continues to offer nitrate test kits and has begun presenting information about the project at township meetings to help promote it in the community. PH is also giving out Detera packets which are used to deactivate drugs when they are placed in the packets and water is added. The Division has also been busy focusing on suicide prevention curriculum for schools, notifying families who need to get their children’s immunizations current, and they have provided funding support to Harbor Recovery through the Overdose Fatality Review (OFR) grant.

PREVENT SUICIDE SOLICITATION

Director Gove reported that Prevent Suicide is organizing a walk on September 23 at the Portage High School track to raise funds to be able to continue their work. They plan to have booths set up for vendors and provide training and educational opportunities for the community. Director Gove requested permission for the group to be able to solicit funds and prizes for the event from the public.

MOTION: TO APPROVE PREVENT SUICIDE COLUMBIA COUNTY TO SOLICIT FOR FUNDING AND PRIZES TO SUPPORT THE COMMUNITY WALK ON SEPTEMBER 23.

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

TRAINING REQUESTS

None.

DIVISION PRESENTATION: ADRC ELDER BENEFIT SPECIALIST, KATHY CUMMINGS

Kathy Cummings, Elder Benefit Specialist for the ADRC presented information about her responsibilities and job duties in her position. Kathy provided a handout about the Elder Benefit Specialist Program in Columbia County. She routinely works with consumers, 60+ years old, to navigate public and private benefits, Social Security, FoodShare assistance, assist with housing/landlord issues, and each fall holds in-person appointments during open enrollment for review of Medicare plans from October – December. Each Wisconsin county has a similar position and each Elder Benefit Specialist works with a State attorney who provides legal counsel.

REPLACEMENT REQUEST: DES, ECONOMIC SUPPORT SPECIALIST HHS Director Gove presented a replacement request for an Economic Support Specialist due to a resignation.

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MOTION: TO APPROVE THE REPLACEMENT REQUEST FOR AN ECONOMIC SUPPORT SPECIALIST AS PRESENTED.

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

REAPPOINTMENT OF JESSICA SMITH, RN TO HHS BOARD

Director Gove reported that Jessica Smith is not interested in being reappointed to the HHS Board at this time.

CHAIRPERSON'S REPORT

No report.

DIRECTOR'S REPORT

Health & Human Services Director Heather Gove reported that the Department continues to work at filling vacancies. Director Gove advised the Board that the three reasons she commonly receives from staff as to why they've chosen to resign are pay, vacation, and flexibility. Director Gove reported that cases continue to rise in the Children's Long Term Support (CLTS) Program and in the Birth to 3 Program, which is a trend the entire state is seeing. Placements in the Division of Children & Families (DCF) continue to be expensive as well. Director Gove notified the Board that she has a conflict with the Board's May meeting date as she will be attending the WCHSA Conference. Chair Richmond is aware of the conflict and has suggested moving the HHS Board meeting to the 2nd Wednesday of May (10) at 1:00 p.m. as he did not feel that the Opioid Abatement Committee needed to meet in May.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

MOTION: TO ACCEPT THE HHS VOUCHER REPORT AS PRESENTED.

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

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, May 10, 2023 at 1:00 p.m. at Columbia County HHS.

ADJOURNMENT

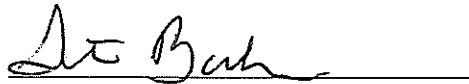
MOTION: TO ADJOURN THE MEETING AT 2:33 P.M.

Motion by Steve Balsiger, second by Tom Drury. Motion carried.

The Columbia County Health & Human Services Board will reconvene for their next regular meeting on Wednesday, May 10, 2023 at 1:00 p.m. in Meeting Rooms #2 & #3 of the Columbia County Health & Human Services, 111 E. Mullett Street, Portage, WI.

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Respectfully submitted,



Steve Balsiger, Acting 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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