



COLUMBIA COUNTY

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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, APRIL 11, 2018

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 Teresa Sumnicht. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Teresa Sumnicht; Nancy Long; Kevin Kessler; Susanna Bradley.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Dr. Walters; Tom Drury; Bev Muhlenbeck; Matt Rohrbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS ABSENT: James Brooks; John Stevenson.

HEALTH & HUMAN SERVICE STAFF PRESENT: Dawn Woodard; Katie Day; Susan Lorenz; Becky Mulhern, Gretchen Halvorsen.

OTHERS: Mary Cupery, Columbia County 1st Vice Chair; Susan Fisher, Corp Counsel; Matt Bortz, Jessica Kath, Lois Schepp, Cathy Karls, Accounting; Jonathan Stefonek, PDR.

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE APRIL 11, 2018 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Susanna Bradley, second by Kevin Kessler. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 14, 2018 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

Motion by Kevin Kessler, second by Nancy Long. Motion carried.

REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report dated 2/28/2018 were presented to the Board.

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

Health and Human Services Director Dawn Woodard presented one new contract, nine addenda, one 2018 closeout addenda, and two 2017 closeout addenda to the Board for approval.

**MOTION: TO APPROVE THE CONTRACT AND ADDENDA AND TO PLACE THEM AS
ATTACHMENTS TO THE MINUTES.**

Motion by Kevin Kessler, second by Susanna Bradley. Motion carried.

**PRESENTATION OF 2017 FINAL FINANCIAL REPORT: LOIS SCHEPP,
COMPTROLLER**

Columbia County Comptroller Lois Schepp presented information about the final 2017 financial closeout. Discussion followed.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

ADRC Director Becky Mulhern reminded the Board of upcoming events: May 17 Smart Driver class, May 16 Aging Advocacy Day at the capitol, May 1 Living with Diabetes class, June 20 APS Awareness day in new HHS building, and a Falls Prevention class planned for late summer in Poynette. There is a Caregivers Retreat tomorrow at the Columbus Library, the next I-Team meeting will be on April 18, and the Governor announced May as ADRC month in WI. Today is the last day for tax prep at HHS. The ADRC served 532 people this tax season. Becky reported the ADRC received a grant for \$10,000 to be used for replacing food transport equipment for the congregate and home delivered meals program. The ADRC also recently received a donation from Columbia County Correctional for \$1000.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz notified the Board of the next Prevent Suicide QPR training to be held at the Cambria School Library on Thursday, April 26, 7-8:30 p.m. QPR training is free and offered to any business, school or community organization in Columbia County. Susan presented results from the 2017 Youth Risk Behavior Survey. Discussion followed.

TRAINING REQUESTS

None.

ACTION ON REVISED ELDER BENEFIT SPECIALIST JOB DESCRIPTION

HHS Director Dawn Woodard presented a revised job description for the ADRC Elder Benefit Specialist being vacated due to a resignation.

**MOTION: TO APPROVE THE REVISED ADRC ELDER BENEFIT SPECIALIST JOB
DESCRIPTION AS PRESENTED.**

Motion by Kevin Kessler, second by Nancy Long. Motion carried.

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ACTION ON REPLACEMENT REQUEST FOR ELDER BENEFIT SPECIALIST

Director Woodard presented a replacement request for the ADRC's Elder Benefit Specialist due to a resignation. There is money available in the budget for this position.

MOTION: TO RECOMMEND APPROVAL OF THE REPLACEMENT REQUEST FOR THE ADRC ELDER BENEFIT SPECIALIST, AND TO HIRE UNTIL FULL.

Motion by Nancy Long, second by Susanna Bradley. Motion carried.

HHS DEPARTMENT'S STRATEGIC PLAN

Director Woodard presented the Department's updated Strategic Plan to the Board. Discussion followed.

DIRECTOR'S REPORT

Health and Human Services Director Dawn Woodard shared results of recent audits, all with favorable results. The audits were for the B-3 program, Children's Long Term Support Waiver program, and the CCS program. The State recognized all of the improvements made to the CCS program over the course of the last year. Director Woodard shared a recognition recently received by the Division of Children and Families for exceeding the number of monthly face-to-face client contacts mandated by the State. The Governor proclaimed last week Public Health Awareness Week and next week is Division of Economic Support Week. April is National Child Abuse Awareness Month. CASA is sponsoring Hands Around the Court House and encouraging participants to wear blue for that event. Director Woodard reported that the Medication Assistance Treatment grant applied for was not received by the Department, however the State has agreed to extend other funding they have available to Columbia County to continue the MARC program.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

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

Motion by Susanna Bradley, second by Kevin Kessler. Motion carried.

NEXT MEETING DATE

The next regular monthly meeting of the Columbia County Health & Human Services Board is tentatively scheduled for Wednesday, May 9, 2018 at 1:00 p.m.

ADJOURNMENT

Chair Sumnicht appointed Kevin Kessler as Acting Secretary for today's meeting.

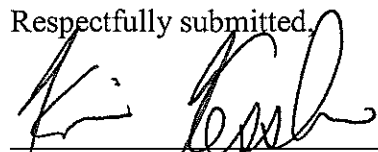
MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT 2:25 P.M.

Motion by Susanna Bradley, second by Kevin Kessler. Motion carried.

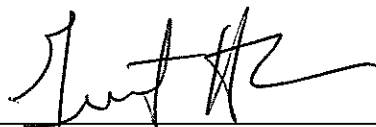
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The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting, tentatively scheduled for Wednesday, May 9, 2018, at 1:00 p.m., in the Brewer's Conference Room of the Columbia County Health & Human Services Building.

Respectfully submitted,



Kevin Kessler, Acting Secretary
Col. Co. H & HS Board



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

cc: County Board Chair Gove;
County Board 1st Vice Chair Cupery;
County Board 2nd Vice Chair Foley

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