



# COLUMBIA COUNTY

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## MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, MAY 11, 2022

### 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; Tom Drury; Steven Balsiger; Brad Cook; Liz Miller.

Daniel Gutmann, MD; Jessica Smith, RN, appeared by phone.

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

OTHERS: Susan Fisher, Assistant Corporation Counsel; Jesica Walter, Cathy Karls, Accounting; Denise Brusveen, County Board 1<sup>st</sup> Vice Chair; Eric Shimpach, County Board Supervisor.

### AGENDA/ADDITIONS/ANNOUNCEMENTS

Chair Richmond lead the group in introductions.

### MOTION: TO APPROVE THE MAY 11, 2022 HEALTH & HUMAN SERVICES BOARD AGENDA.

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

### APPROVAL OF MINUTES

### MOTION: TO APPROVE THE MINUTES OF THE APRIL 13 AND APRIL 19, 2022 MEETING OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

### PUBLIC INPUT

None

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**REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME**

The Department's Comp Time Report, and Financial Report dated 3.31.2022, were presented to the Board.

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

Health & Human Services Director Heather Gove presented two new contracts, one addenda, three 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 Keith Miller, second by Brad Cook. Motion carried.

**LINE ITEM TRANSFER: COA TRANSPORTATION TRUST**

HHS Director Gove presented a line item transfer of \$59,230 from the COA Transportation Trust Fund to purchase one vehicle and a conversion kit for the ADRC.

MOTION: TO APPROVE THE LINE ITEM TRANSFER FROM THE COA  
TRANSPORTATION TRUST FUND AS PRESENTED.

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

**AGING & DISABILITY RESOURCE CENTER REPORT**

ADRC Director Sue Lynch shared the challenges of the ADRCs Transportation program during the course of the COVID pandemic. For the last 2 years, the ADRC has facilitated single passenger rides to medical appointments instead of arranging multiple passenger trips. Over time, this has created a strain on the program due to not having enough drivers although the ADRC continually recruits for new drivers. Director Lynch reported that more recently, the ADRC has been successful at purchasing more vehicles, and, has been more successful at recruiting drivers and therefore, the ADRC has begun notifying the public that the transportation program is now fully functional again. Director Lynch advised the Board that May is National Older Americans Month. Sue shared statistics about the older population in Columbia County. She also shared information about the Nutrition Program in Columbia County, both the Home Delivered Meals (HDM) Program, that currently has a wait list, and also the Congregate Meal Program that has had sites closed for the past 2 years during the pandemic. In 2021, the ADRC served 47,000 HDMs. The ADRC is working on a plan to reopen the Congregate Meal sites, located in Portage, Poynette, Pardeeville, and Columbus, which will hopefully take some of the strain off of the HDM Program.

**HEALTH OFFICER'S REPORT**

HHS Director Heather Gove shared that Public Health Officer Ellen Ellingsworth was attending an opiate settlement conference today so Director Gove provided an update on COVID cases in

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Columbia County, which have increased in volume and moved the transmission rate in the County from Low to Medium in the last month. The Division of Health is continuing their work on the Community Health Assessment Plan for the County and will be meeting with the community group again on May 23 to continue their progress. The new car seat program will launch next week and will provide car seats to low income households. Director Gove reported on recent NARCAN training for staff and community partners. NARCAN kits are now being made available through Public Health to the community as a way to help save lives. The Division has also been busy relaunching the Columbia County Prevent Suicide Coalition which halted meetings in the community over the past 2 years due to COVID; serving the PNCC program for pregnant moms in the community; relaunching the teeth varnish services for children in the County, and the Division has also started a new early screening procedure for young children to help identify and refer children with disabilities and delays to programs like Birth to 3.

**TRAINING REQUESTS**

None.

**SET DATE/TIME OF HHS BOARD MEETINGS**

MOTION: TO MOVE THE DATE AND TIME OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETINGS FROM THEIR CURRENT SCHEDULE TO THE 1<sup>ST</sup> WEDNESDAY OF EACH MONTH AT 1:00 P.M., BEGINNING WEDNESDAY, JUNE 1, 2022.

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

**CHAIRPERSON'S REPORT**

No report.

**DIRECTOR'S REPORT**

Health & Human Services Director Heather Gove discussed the National Opiate Settlement about to be awarded to WI counties, including Columbia County, and that the settlement will come with specific rules about how the award money can be spent. Director Gove spoke about being proactive in preparing for the opiate settlement money discussing the best ways to serve the community and meet its needs. Director Gove discussed the need for a mental health and substance abuse services study to determine whether or not a mental health clinic could be self sustaining within the HHS Department to help meet the need to address the shortage of services in Columbia County. Director Gove shared that she is researching to determine if there is grant money that would support such a study. Director Gove also reported on the recent turnover of staff, the need to focus on retainment, and advised she is working with HR to research wage comparisons in different counties with the intent to share the information with this committee at the June meeting. Director Gove shared that she spoke at the Columbus Rotary group earlier this month regarding the services and programs HHS provides to the community. Director Gove also reported on a Blood Drive, hosted by HHS, and scheduled for Wednesday, August 3, from 9-2. Anyone wanting to donate can sign up at [www.RedCrossBlood.org](http://www.RedCrossBlood.org).

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

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

**NEXT MEETING DATE**

The next regular monthly meeting of the Columbia County Health & Human Services Board is scheduled for Wednesday, June 1, 2022 at 1:00 p.m. at Columbia County Health & Human Services.

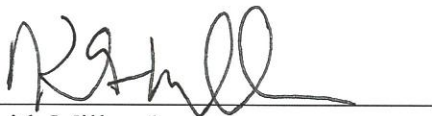
**ADJOURNMENT**

**MOTION: TO ADJOURN THE MEETING AT 2:29 P.M.**

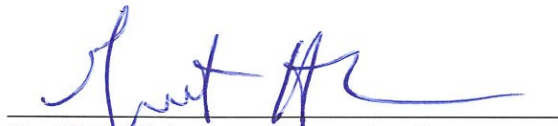
Motion by Keith Miller, second by Tom Drury. Motion carried.

The Columbia County Health & Human Services Board will reconvene for their next regular meeting on Wednesday, June 1, 2022, 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 1<sup>st</sup> Vice Chair Denise Brusveen  
County Board 2<sup>nd</sup> Vice Chair Matthew Rohrbeck

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