



COLUMBIA COUNTY

Health and Human Services
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MINUTES COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD MEETING WEDNESDAY, JUNE 10, 2020

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 Eric Shimpach. The meeting was publicly noticed.

ROLL

An attendance sheet was distributed by Gretchen Halvorsen.

HEALTH & HUMAN SERVICE BOARD MEMBERS PRESENT: Eric Shimpach; Barry Pufahl; Denise Brusveen; Keith Miller; Tom Drury; Bev Muhlenbeck.

HEALTH & HUMAN SERVICE BOARD MEMBERS EXCUSED: Tom Borgkvist; Dr. Michael Walters.

HEALTH & HUMAN SERVICE STAFF PRESENT: Katie Day; Susan Lorenz; Becky Mulhern; Kate Young; Carol Sjoblom; Ashley Jahn; Gretchen Halvorsen.

OTHERS: Judith Jolly; Vern Gove, County Board Chair; Nancy Long, County Board Supervisor; Susan Fisher, Corporation Counsel; Cathy Karls, Accounting.

Chair Shimpach appointed Keith Miller as Acting Secretary for today's meeting.

PUBLIC INPUT

None

AGENDA/ADDITIONS/ANNOUNCEMENTS

MOTION: TO APPROVE THE JUNE 10, 2020 HEALTH & HUMAN SERVICES BOARD AGENDA.

Motion by Barry Pufahl, second by Keith Miller. Motion carried.

APPROVAL OF MINUTES

MOTION: TO APPROVE THE MINUTES OF THE MARCH 11 & MAY 27, 2020 MEETINGS OF THE COLUMBIA COUNTY HEALTH & HUMAN SERVICES BOARD.

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

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REVIEW DEPARTMENT BUDGET & COMPENSATORY TIME

The Department's Comp Time Report and the Expense & Revenue report dated 4.30.2020 were presented to the Board. Assistant Comptroller Cathy Karls presented an overview of the budget report and how to read it. She also shared a handout with all Board members entitled "Financial Operations".

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

HHS Acting Director Katie Day presented nine new 2020 contracts, fifteen addenda, and nine Business Associate Agreements to the Board for approval.

**MOTION: TO APPROVE THE CONTRACTS, ADDENDA, AND BUSINESS ASSOCIATE
AGREEMENTS, AND TO PLACE THEM AS AN ATTACHMENT TO THE MINUTES.**

Motion by Keith Miller, second by Barry Pufahl. Motion carried.

AGING & DISABILITY RESOURCE CENTER DIRECTOR'S REPORT

ADRC Director Becky Mulhern reported that the ADRC continues to recruit for more drivers and meal site managers. At this time, the ADRC is only providing medical transport due to COVID-19. Becky reminded Board members of Elder Abuse Awareness Day scheduled for June 17, which will now take place by webinar at 9:30 and which will feature a speaker from the Better Business Bureau to warn seniors about scams currently circulating in Wisconsin. Both the Disability and Aging Advocacy Days have been canceled due to COVID-19. No ADRC congregate dining sites are open at this time due to COVID-19. All Home Delivered Meals continue on a daily basis. Becky reported that Senior Farmer's Market vouchers will be available soon by means of a drive-thru process. The Nutrition Board meets on August 18 and more members are needed. Currently, there is not a waiting list for Home Delivered Meals due to recent donations. Becky advised that all Prevention Programs have been postponed due to COVID-19. ADRC resources are available for adults raising other family members. Caregiver resources are also available, as is respite, for those caregivers providing care for family members. The Columbus Caregivers Retreat, the TRIAD Spring Conference, and the Volunteer Recognition event have all been postponed due to COVID-19. Becky reported that the new Elder Benefit Specialist will be starting on Monday. The new database conversion has been completed for the I&A workers. Becky distributed copies of the Grapevine Newsletter and a flyer for the Elder Abuse Awareness Day event. The next ADRC Board meeting is scheduled for July 16. Becky reported that there is a new Elder Abuse Hotline and website and residents can connect to the site through a link on the ADRC's website. The ADRC continues to maintain a limited number of visitors in the waiting room at this time, and staff are only providing face-to-face contact on an emergency basis. Routine ADRC Director meetings are occurring weekly instead of monthly. Becky reported that during the Safer at Home time period the number of Elder Abuse phone calls increased. The ADRC staff are worried about people being isolated during this time as well. Ensure Supplements continue to be available from the ADRC and it can be delivered upon request. Becky encouraged everyone to complete their census survey as much of the ADRC's funding is tied to the census results.

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APPROVAL FOR ADRC TO TRANSFER 100% OF III-E (NFCSP) CARES ACT FUNDING TO III-C2 (HOME DELIVERED MEALS)

ADRC Director Mulhern reported that due to COVID-19, anyone who was previously attending congregate meal sites is now getting Home Delivered Meals (HDM) and therefore there is a need to transfer funds from this additional NFCSP funding to the HDM fund.

MOTION: TO APPROVE THE TRANSFER OF 100% OF III-E (NFCSP) CARES ACT FUNDING TO III-C2 HOME DELIVERED MEALS PROGRAM.

Motion by Keith Miller, second by Barry Pufahl. Motion carried.

APPROVAL FOR THE ADRC TO TRANSFER 50% OF THE 111-B (SUPPORTIVE SERVICES) CARES ACT FUNDING TO III-C2 (HOME DELIVERED MEALS)

ADRC Director Mulhern requested that additional funding from Supportive Services also be transferred to the HDM fund to support the current demand on the program.

MOTION: TO APPROVE TRANSFERING 50% OF THE III-B CARES (SUPPORT SERVICES) ACTING FUNDING TO THE III-C2 HOME DELIVERED MEALS PROGRAM

Motion by Barry Pufahl, second by Bev Muhlenbeck. Motion carried.

HEALTH OFFICER'S REPORT

Public Health Officer Susan Lorenz advised the Board that Prevention and Response Columbia County (PARCC) was awarded a competitive \$50,000 tobacco prevention catalyst grant for Columbia County. This grant will be used to identify and eliminate tobacco related disparities in Columbia County. PARCC was also awarded the WINS Tobacco Compliance Checks dollars for Columbia County. The Lodi School District is the fiscal agent for PARCC and they are the fiscal agent for tobacco prevention catalyst grant. The Lodi School District has hired a person to coordinate and implement the tobacco prevention grant activities. The grant starts 7/1/2020.

Susan provided a COVID update to the Board. Currently Columbia County has 49 confirmed COVID-19 cases, and 1 death. Residents can access COVID statistics and information by clicking on the COVID-19 button on the County's website. Susan reported that Nursing Homes in Columbia County have begun testing residents and staff, and so far, all test results have been negative. Susan also reported that migrant workers have begun to arrive in Columbia County for the growing and harvesting seasons. LaClinica, located in Wautoma, is working with the State Emergency Operations Center to test migrant workers with the support of Seneca Foods and the National Guard which will be performing the testing. J1 students are also arriving in Wisconsin Dells for the summer. Susan has spoken with the State Emergency Operations Center about testing these workers as well. All workers coming into the State from another country are subject to the 14-day quarantine rule upon arrival. The Department of Corrections has also begun testing all prison inmates and will report to the Division of Health (DOH) when Columbia Correctional inmates are tested to notify them of the test results.

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**PUBLIC HEALTH DIVISION COVID-19 PLANNING, TESTING & CONTACT
TRACING FUNDING**

HHS Acting Director Katie Day advised the Board that this topic had already been discussed at the Human Resources Committee meeting earlier this month. Katie updated the Board about the funding opportunities available to DOH due to COVID-19. Some funding has already been received, which will cover the overtime expenses by the DOH staff performing contact tracing duties. Other funding is still available from the Federal CARES Act for plans such as updating the Preparedness Pandemic Plan for COVID-19, organizing community testing, and completing the disease investigation, contact tracing, and monitoring in Columbia County. Katie reported that \$489,000 of COVID funding has already been returned to the State with the request that they assist Columbia County with disease investigation, contact tracing, and monitoring. Epidemiology and lab work funding has also been received for assisting with contact tracing. Susan distributed a document entitled “Wisconsin State Funding Opportunities for Local and Tribal Health Departments”.

**MOTION: TO SUPPORT THE SERVICES AND ACTIVITIES MADE AVAILABLE
THROUGH THE FEDERAL CARES ACT FUNDING.**

Motion by Barry Pufahl, second by Keith Miller. Motion carried.

ACTION ON FLU SHOTS FOR COUNTY EMPLOYEES

Katie Day asked for permission for DOH to administer Flu Shots to County employees for reimbursement or private pay. Discussion followed.

**MOTION: TO APPROVE THE DIVISION OF HEALTH PROVIDING FLU SHOTS FOR
COUNTY EMPLOYEES.**

Motion by Keith Miller, second by Barry Pufahl. Motion carried.

**ACTION ON REAPPOINTMENT OF COMMUNITY MEMBER BEVERLY
MUHLENBECK FOR TERM ENDING APRIL 2023**

**MOTION: TO APPROVE THE REAPPOINTMENT OF COMMUNITY MEMBER BEVERLY
MUHLENBECK TO THE HEALTH & HUMAN SERVICES BOARD.**

Motion by Keith Miller, second by Barry Pufahl. Motion carried.

TRAINING REQUESTS

None.

POSITION REVISION-BHLTS SOCIAL WORKER (CCS TO CLTS)

Katie Day reported that this item was already heard by Human Resources earlier this month. Acting Director Day reported that due to current workloads, wait list, and taking on the

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enrollment process in 2021, there is more of a need for a Children's Long Term Support (CLTS) Social Worker position than a Comprehensive Community Services (CCS) Social Worker position at this time. Katie advised the Board that CLTS Social Work positions are only reimbursed 60% of their eligible time from MA, unlike CCS Social Work positions that are reimbursed 100%. Discussion followed.

MOTION: TO MAKE THE CLTS SOCIAL WORK POSITION REQUEST PART OF THE 2021 BUDGET REQUEST.

Motion by Barry Pufahl, second by Keith Miller. Motion carried.

SET PUBLIC HEARING FOR 2021 BUDGET

The Board agreed to hold the Department's 2021 Budget Hearing at the beginning of the July monthly meeting on Wednesday, July 8 at 1:00 p.m.

MOTION: TO HOLD THE DEPARTMENT'S 2021 BUDGET HEARING ON WEDNESDAY, JULY 8, 2020, AT 1:00 P.M.

Motion by Keith Miller, second by Denise Brusveen. Motion carried.

CHAIRPERSON'S REPORT

Chair Gove reported that Robert McClyman has been moved to a different committee due to County Board Supervisors' resignations. Chair Gove may appoint someone else to the HHS Board.

DIRECTOR'S REPORT

HHS Acting Director Katie Day reported that all staff are back in the office, the building is reopened to the public, and a reopening to the public plan was created along with screening questions for visitors. Additional disinfecting and cleaning is occurring throughout the day. Katie reported that the Department's Continuity of Operations (COOP) plan was completed just prior to the County's response to COVID-19. Lots of programs currently have waivers in place for virtual or telephonic communication in place of face to face contact. The Division of Children and Families (DCF) has resumed face to face family interactions, but are not transporting clients at this time unless there is an emergency. DCF has brought electronic monitoring in house. Thus far, this has shown to be a savings to the county and families as the service is billed back to the families. The Division of Economic Support (DES) has been extremely busy and from March to April saw an increase of 5,493 food share cases. Caseloads are up 20%. DES worker caseloads currently are at 723 cases per worker. The Non-Addictive, Non-Narcotic, Injectable Medication (NNAI) program within the Division of Behavioral Health & Long Term Support (BHLTS) will resume this week with some process changes after discussions with the jail.

ACTION ON PAYMENT OF VOUCHERS/FINANCIAL REPORT

Cathy Karls reviewed the voucher process and numbering system of vouchers and how to read the report.

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MOTION: TO ACCEPT THE H&HS VOUCHERS 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, July 8, 2020 at 1:00 p.m.

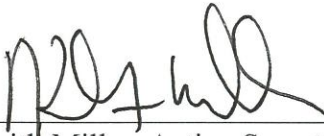
ADJOURNMENT

MOTION: TO ADJOURN THE HEALTH & HUMAN SERVICES BOARD MEETING AT
2:32 P.M.

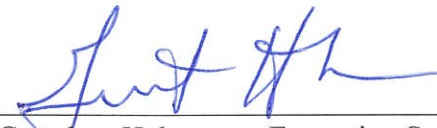
Motion by Keith Miller, second by Denise Brusveen. Motion carried.

The Columbia County Health & Human Services Board will reconvene at their regular monthly meeting on Wednesday, July 8, 2020 at 1:00 p.m. in Meeting Room #3 of the Columbia County Health & Human Services Building and, at that time, will hold a Public Hearing on the Department's 2021 Budget Proposal.

Respectfully submitted,



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



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

cc: County Board Chair Vern Gove
County Board 1st Vice James Foley
County Board 2nd Vice Chair Bob Koch

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